

# DIPLOMA CENTRE

## Certificate in Conveyancing



### **COURSE OVERVIEW**

In 2019 we saw the introduction of the new “pre-contract investigation of title” (PCIT) system, which improved the conveyancing process by ensuring any questions relating to the property’s title are raised and resolved before the contracts are signed. The new system is a fundamental change to the legal practice and procedures involved in buying and selling property. This certificate provides attendees with a comprehensive overview and understanding of the issues currently relevant to conveyancing practitioners.

This course is delivered via an innovative “flipped classroom” approach that offers participants ultimate flexibility in how they approach their learning. This format sees lectures released in an online tranche, with participants provided with a window of a number of weeks to view the recorded content and complete online learning activities in a self-paced manner. The online releases are bookended by two days of on-site workshops.

Designed with a practical focus, the course will review conveyancing best practice and consider the impact of recent practice updates and legislative changes. Students will be provided with precedents and learn through problem-based scenarios.

Participants will receive a copy of the Law Society Conveyancing and Landlord and Tenant Law manuals on registration.

### **PROGRAMME OBJECTIVES**

On completion of this training programme, participants will be able to:

- Draft documentation to highest standards in both residential and commercial transactions;
- Identify and summarise the changes to conveyancing practice;
- Complete and lodge complex first registrations in the Land Registry;
- Act and advise on either side of a property transaction within an insolvency process or with licences transferring;
- Review, negotiate, and advise clients in relation to commercial leases;
- Explain the tax implications of a property transaction.

### **MODULES**

#### **PART A**

##### **Module 1: Key conveyancing fundamentals**

- Pre-contract investigation of title,
- The contract for sale,
- Requisitions on title,
- Drafting.

##### **Module 2: Development**

- New houses and the combined contract for sale and building agreement,
- Schemes of development,

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- The Building Control (Amendment) Regulations 2014,
- The Multi-Unit Development Act 2011; dealing with managed properties.

### **Module 3: Land Registry updates**

- Conversion of possessory title; applications based on adverse possession,
- Applications for registration in cases of insolvency,
- Complex first registrations.

## **PART B**

### **Module 1: Ethical issues**

- Undertakings,
- Conflicts,
- File management.

### **Module 2: Landlord and tenant**

- Agreement for lease,
- Rent review,
- Key lease issues.

### **Module 3: Taxation issues for conveyancers**

- Local Property Tax update, household charge, and Non Principal Private Residence (NPPR),
- VAT and CGT issues for conveyancers.

## **WHO SHOULD ATTEND?**

- This course is reserved for solicitors and post-PPCI trainees,
- It will appeal to seasoned professionals who are looking for a comprehensive and up-to-date guide to the practical issues that they are currently facing,
- It will also appeal to newly qualified solicitors and trainees, as it will provide a strong grounding in conveyancing practice and the law regarding residential and commercial property – areas that remain the bedrock of many practices.

**If you are interested in applying for a future offering of the course, please subscribe to our [Interested List](#).**

**Note:** The information in this document is subject to change as course content and modules may be adapted.