

## What is Legal English?

English is the most widely used language in the world. Legal English refers to the appropriate and accurate use of legal vocabulary and legal terms and phrases in specific legal situations, such as contract drafting, business, commercial transactions, and labor law. It serves to bridge the gap between general English used for everyday situations and English used for legal and business purposes.

## Why Legal English?

Whilst Arabic is the main language governing the legal environment in Oman and the Middle East, English is the language used in most commercial and international transactions. Therefore, to be successful in the legal professional or business in the Middle East proficiency in Legal English is a must. In addition, bilingual legal and business professionals are highly sought after in the Middle East as they usually have a global mindset which is desirable to both employers and clients alike.

## Who needs to take a Legal English course?

Legal English is essential for law students, law graduates, trainee lawyers, paralegals, legal secretaries, in-house lawyers, legal counsel, as well as professionals working in legal departments in the public and private sectors. Legal English is also a big advantage for people working in the business world, including the Banking sectors, the Audit profession, Risk and Compliance, Human Resource Management and Corporate Governance.

## How can SLTC help you?

As a leading provider of legal training, SLTC is proud to present its "Legal English for Professionals" Programs. Courses taught by SLTC prepare international trainees to sit for the Test of Legal English Skills (TOLES) exams (Foundation, Higher and Advanced). TOLES Certificates issued to successful trainees provide trainees with a means of evidencing their level of specialized Legal English from the world's leading testing institution, Global Legal English Ltd in the United Kingdom.

SLTC's Legal English Unit is headed up by Jennifer Williams, a native English speaker who is qualified to teach English as a foreign language and who is admitted to practice law in both England and Wales, and South Africa.

[www.sltc-edu.net](http://www.sltc-edu.net)

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The global language for those who aspire towards  
a great future in law and business in the middle east



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لحترف الجودة Quality is our Habit



**LEGAL  
ENGLISH**  
*for professionals*

## TEST OF LEGAL ENGLISH SKILLS EXAMINATION PREPARATION

**Enhance Your  
International Legal  
and Business  
Career in The  
Middle East Now  
By Improving Your  
Legal English Skills**

**1 - TOLES FOUNDATION EXAM**  
Preparation Course (4 months)  
6 Feb.- 25 May 2023

**2 - TOLES HIGHER EXAM**  
Preparation Course (4 months)  
6 Feb.- 25 May 2023

**3 - TOLES ADVANCED EXAM**  
Preparation Course (3 months)  
24 Dec. - March 2024

### Topics Covered Include:

- The Language of Banking
- The Language of Contract Law
- The Language of Employment Law
- The Language of the Law of Tort
- The Language of Business
- Modern Business Writing
- The Language of Company Law

All participating trainees will undergo a Placement Test at the beginning of any course to determine their level of proficiency in general English. This Placement Test will also ensure that potential trainees are placed in the right Legal English course for their level.

The Test of Legal English Skills (TOLES) Exams, hosted by Global Legal English Limited in the United Kingdom, are a means by which people working in the international business world, and in the legal profession globally can evaluate and improve their level of specialized Legal English.

### Program 1 : TOLES Foundation Preparation

The TOLES Foundation preparation course is ideal for those wishing to begin their training in Legal English while continuing to improve their English skills generally. The course focuses on the accurate use of legal terminology in specific areas of law such as business law, contracts, employment law, and company law, as well as English grammar and English language structures in general.

### Program 2 : TOLES Higher Preparation

The TOLES Higher preparation course builds on the language skills acquired by trainees during the TOLES Foundation preparation course and provides trainees with the necessary knowledge and skills to navigate more complex Legal English documents in practical situations. The course continues to focus on the accurate use of more complex legal terminology in specific areas of law such as business law, contracts, employment law, and company law, as well as English grammar and more complex English language structures.

### Program 3 : TOLES Advanced Preparation

The TOLES Advanced Exam measures the skill of international legal professionals against native English speakers to ensure the application of Legal English at a very high standard in areas such as international commercial transactions. Emphasis is placed on using Legal English (vocabulary and grammar) accurately with a strong focus on attention to detail that is required of lawyers working in global law firms.