# Legal English Certificate (LEC) Program FAQs

#### **Education Requirements**

- Q) Do I need a law degree, or must I be in the legal profession to take the LEC program?
- A) A law degree is not required, nor do you have to be engaged or be active in the practice of law.
- Q) Is the LEC program only for those applying, or have they been accepted, to UHLC LL.M. programs?
- A) You do not need to be an applicant or a candidate for the LL.M. Program. The LEC program is designed for any student, paralegal, lawyer, official, or any individual seeking to gain a solid footing and advantage in the legal industry in the United States.

#### **General Information**

- Q) Will the LEC program count as credit for my Master of Laws or LL.M. degree?
- A) A Certificate of Completion will be awarded only upon successful completion of the LEC Program and will <u>not</u> be transferable as credit towards a Master of Laws or LL.M. degree.
- Q) What does the LEC program teach?
- A) The LEC program will teach written English, oral communication, English comprehension, and legal language. Consequently, students will learn a methodology to respond to typical questions given in a law class or seminar.
- Q) What if I have additional questions?
  - A) Please contact UHLCglobalprograms@uh.edu

## **Application**

- Q) What actions are needed to complete an application?
- A) You will first need to answer all the questions on the application. You will be contacted through email by a Global and Graduate Programs Team member with next steps for providing your (i) government issued identification (i.e., passport or driving license) and (ii) an English language proficiency test score. Your English proficiency score must be dated within 24 months of the date of your application. Once we receive your documents we can proceed with the review of your application. To apply, please use this <u>Application Link</u>.

#### **English Proficiency Requirement**

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- Q) Why is a language proficiency test needed?
- A) The LEC program will seek to advance your proficiency in English by enhancing and sharpening your understanding and utilization of the English language in a specialized and competitive industry. Thus, a foundation is needed. In general, and in the past, a successful applicant will have submitted a score above or comparable to 6.5 for IELTS, 79 for TOEFL (iBT), 550 for TOEFL (pBT), or 105 for Duolingo/DET.

## Payment / Cost

- Q) How much does it cost?
- A) The total cost is USD\$999. This amount may be paid in full, or in two portions: (1) USD\$100 non-refundable deposit followed by (2) USD\$899 non-refundable balance payment.
- Q) How do I make payment?
- A) Once your application is approved, you will receive information and a payment link via email from Global and Graduate Programs so you can make your payment. Your place in the class is not confirmed until the total non-refundable LEC program fee amount of \$999.00 is received.
- Q) Are payments refundable?
- A) No refunds are available. If you must cancel your participation, please notify Global and Graduate Programs by emailing <a href="mailto:uhlcglobalprograms@uh.edu">uhlcglobalprograms@uh.edu</a> as soon as possible. You may be allowed to move your participation to a different session, provided space is available.

# **Technology / Session Requirements**

- Q) Are there any technical requirements?
- A) All class sessions will be conducted online via MS Teams, and will require a device, preferably tablet or computer, with a microphone and video camera. Your UH credentials will be provided as we get closer to the start of the session and will provide you with access to MS Teams.
- Q) Will class sessions be recorded for students in different time zones?
- A) Sessions will be synchronous and require a student to participate when class is in session.
- Q) Will I need to do work outside of the synchronous sessions?

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A) Yes, Over the 4-week online session there will be two hours of daily instruction and two hours of daily work to be completed by participants. Each participant must stay current with daily instruction and assignment(s).

## **Conclusion of the LEC Program**

- Q) What if I am not successful in the LEC program?
- A) If you find that you are needing assistance with your assignments, please reach out to <a href="mailto:uhlcglobalprograms@uh.edu">uhlcglobalprograms@uh.edu</a> and your instructor as soon as possible. If an emergency arises and you have missed or will miss any of the daily sessions, please notify <a href="mailto:uhlcglobalprograms@uh.edu">uhlcglobalprograms@uh.edu</a> and your instructor as soon as possible.
- Q) Is there a final assessment?
- A) Yes, at the conclusion of the LEC Program session. Upon successful completion of the session the student will receive a certificate of completion from the University of Houston Law Center.