



THE
NOTTINGHAMSHIRE
LAW SOCIETY

fresh.

Professional Skills Course Electives 2025 (Cohort 1)

The following Electives, delivered by FRESH and administered by the Society, will be held in Nottingham on the following dates. This year the course is **LIVE** online training (12 hours) and eLearning modules (12 hours). Each course has a maximum of **16 delegates**, and it is unlikely that any duplicate courses can be accommodated within the time available. Trainees are thus advised to book into the course at the earliest opportunity.

LIVE Online Training with FRESH Trainers – 12 hours of online training needs to be taken

Negotiation Skills (6 hours)	09:30 – 17:00	5 March 2026
Practical Contract Drafting (Optional eLearning Module) (3 hours)	09:30 – 12:45	25 March 2026
Client Interviewing/Taking Instructions & Disclosure (6 hours – 3 hours per module)	09:30 – 17:00	26 March 2026
<u>LIVE Online Sessions & eLearning Modules</u>	Each Module is 3 hours (apart from Client Interviewing & Disclosure, which counts as 2 eLearning modules at 3 hours each). Please select the FOUR eLearning modules for a total of 12 hours of eLearning. Please select LIVE ONLINE Training Sessions , which equals 12 hours .	

1. Developing Effective Writing Skills.
2. Developing Communication Skills.
3. Developing Personal Organisation.
4. Developing Interpretation of Financial Statements
5. Developing Networking Skills

eLearning Modules

Select 4 eLearning Modules from the list.

Course Fee:

£390 plus VAT (£468) per delegate

Course cancellation policy:

60 days' notice	No Charge, full refund
30 days' notice	25% cancellation charge, plus VAT (£97.50, plus VAT)
14 days' notice	50% cancellation charge, plus VAT (£195.00, plus VAT)
3-7 days' notice	No refund

On applying for this course, the cancellation policy is in place from the date of the signed application. An invoice will be issued for payment terms of 30 days unless stated otherwise. If the course is cancelled through fault of the Nottinghamshire Law Society or course provider 'FRESH', a full refund will be reimbursed.

Booking Form

Trainee Name:			
Trainee's Email Address:			
Firm:			
Address:			
This application has been approved by Senior Partner or Practice Manager:			
Name:			
Position:			
Contact Telephone:			
Contact Email:			
Course Name:		PSC Electives March 2026 (Cohort 1)	
Select 12 hours of LIVE ONLINE TUITION & 4 eLearning Core Modules: (each eLearning module is 3 hours)			
<input type="checkbox"/>	Live Training – Negotiation Skills (online 6 hours)	<input type="checkbox"/>	Live Training -Client Interviewing/Taking Instructions (online 3hrs)
<input type="checkbox"/>	Live Training – Disclosure (online 3 hours)	<input type="checkbox"/>	LIVE eLearning Module – Practical Contract Drafting (online 3 hours)
<input type="checkbox"/>	Effective Writing Skills (eLearning Module)	<input type="checkbox"/>	Communication Skills (eLearning Module)
<input type="checkbox"/>	Personal Organisation (eLearning Module)	<input type="checkbox"/>	Client Services Skills (eLearning Module)
<input type="checkbox"/>	Interpretation of Financial Statements	<input type="checkbox"/>	Networking Skills (eLearning Module)
Please select the chosen payment method:		Course Fee	£468 (inc. VAT)
<input type="checkbox"/>	BACS Transfer Nat West Plc Sort Code: 56-00-61 Account Number: 00770396		
<input type="checkbox"/>	Cheque Payment – Attached to the application form.		

Return completed application forms electronically or by post to:

Michelle Foster
Head of Operations
E: michelle.foster@nottslawsoc.org

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