



**BLENDED LEARNING**



## Online Course in Legal Collections

Presented by the Faculty of Law, University of Pretoria

**Start date: 12 Aug 2020**

The **Online Course in Legal Collections** is aimed at empowering bank employees as well as other credit providers working in the legal collection environment with knowledge and technical skills related to their everyday activities. The course is designed to supplement a delegate's existing body of knowledge and allow them to deliberate contentious issues facing the industry.

The course is presented as a blended learning solution that takes advantage of technology-enabled learning. This model of learning is ideally suited for the target audience, as it minimises their time out of the office. The course is also developed to allow delegates to access additional reading material, multimedia, and other online resources to assist in understanding important concepts. Discussion forums allow for ongoing assistance, support, and interaction with peers and the facilitator. Evaluation takes place on an ongoing basis through short questions, assignments and case studies, as well as a written exam. Six contact sessions with a duration of three hours each conducted by the facilitator from UP's Law Clinic completes the blended learning experience.

**Delegates who successfully complete the online short course in Advanced Debt Review and Legal Collections will earn credits towards the Higher Certificate in Banking Services offered by Milpark Business School.**

### Course content

#### Block 1: The National Credit Act and Debt Collection

- The role of the National Credit Act in the debt collection process
- The application of the National Credit Act to debt obligations
- The different types of credit agreements to which the National Credit Act applies
- The hierarchy of the court system in South Africa
- The different role players in the debt collection process

#### Block 2: Pre-litigation

- The pre-legal/soft collection process
- The Section 129 letter
- The letter of demand

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## Block 3: Preparing for litigation - the 5 W's of litigation

- Capacity to litigate
- Cause of action
- Jurisdiction
- Prescription

## Block 4: The action procedure

- Step by step account of the action process

## Block 5: The application procedure

- Step by step account of the application process

## Block 6: Execution

- The execution process
- Alternative execution processes

## Learning outcomes

After successfully completing this programme, you will have an understanding of

- the history and sources of South African law
- the South African court system
- officers of the court
- pre-litigation
- action proceedings
- application proceedings
- post litigation
- debt collection mechanisms, and
- various matters.

## Collaborate session dates

- 19 Aug
- 2 Sept
- 16 Sept
- 30 Sept
- 14 Oct
- 28 Oct
- 11 November [Exam]

## Course fees

### R5 000.00 per delegate (VAT incl.)

Course fees include all course material as well as access to the online portal.

**Course fees must be paid in full 14 days prior to course start dates. Proof of payment can be submitted to [enrolments@enterprises.up.ac.za](mailto:enrolments@enterprises.up.ac.za).**

## Who should enrol?

This course is ideal for you if you are a manager, consultant level employee or a new deployment to the legal collections department.

## Admission requirements

Prospective delegates should at least have a Grade 12 Senior Certificate and a minimum of one year's working experience in a bank or credit provider environment.

## Accreditation and certification

Enterprises University of Pretoria (Pty) Ltd is wholly owned by the University of Pretoria. As a public higher education institution, the University of Pretoria functions in accordance with the Higher Education Act 101 of 1997. Enterprises University of Pretoria offers short courses on behalf of the University and these short courses are not credit-bearing, and do not lead to formal qualifications on the National Qualifications Framework (NQF) – unless stated otherwise. Delegates who successfully complete a short course and comply with the related assessment criteria (where applicable) are awarded certificates of successful completion and/or attendance by the University of Pretoria.

## Registration and enquiries

### Course coordinator

Dolly Mabuza

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### Course leader

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