



CPD Courses

The Fellowship of Willwriters and Probate Practitioners

Birmingham City Law School

Birmingham City Law School is working in collaboration with the Fellowship to provide CPD courses for its members. We offer courses to suit all levels of membership: Affiliate, Associate, Full Member and Fellow.

Venue	All courses will be held in Birmingham
Cost	Members: £95 per course, Non-members: £125 per course (including refreshments and lunch) A £10 discount applies if two courses are attended on the same day
To Book	Please email lawbookings@bcu.ac.uk with: your full name, address, telephone number and membership number, including details of the course(s) you wish to attend and date(s)
CPD Hours	3 hours for ½ day course

Taking Instructions for a Will

Wednesday 26 May 2010, 9.30am to 12.30pm

Course Outline:

- In-depth consideration of the matters to be considered when taking instructions for a will and the reasons why different types of information are important
- A consideration of assets which pass under a Will or intestacy
- A consideration of assets which pass neither under a Will or intestacy
- A consideration of assets which are subject to IHT
- A refresher of why certain clauses are included in a Will
- A refresher of basic IHT principles

Will Drafting (Basic)

Wednesday 26 May 2010, 1.30pm to 4.30pm

Tuesday 15 June 2010, 9.30am to 12.30pm

Course Outline:

- Common pitfalls to avoid when drafting a Will
- A refresher of the intestacy rules and how to draft a Will to avoid a partial intestacy
- Good practice in relation to capacity to make a Will
- Good practice in relation to executing a Will
- Problem wills including alterations to Wills
- IHT refresher

Will Drafting (Advanced)

Tuesday 15 June 2010, 1.30pm to 4.30pm

Course Outline:

- The use of common form trusts in a Will
- A consideration of the STEP provisions in a Will
- Is a nil rate band legacy/trust still required in a Will since the introduction of the transfer of unused nil rate band?
- The practice and procedure of claims under the Inheritance (Provision for Family and Dependents) Act 1975

Administering an Estate

Wednesday 7 July 2010, 9.30am to 12.30pm

Course Outline:

- A refresher of the procedure to obtain a Grant of Representation including a detailed consideration of form IHT 205 and form IHT 400
- A consideration of the HMRC guidance on the transfer of the unused nil rate band
- Post –grant practice refresher
- A consideration of Estate and Distribution Accounts