



*Shri Vile Parle Kelavani Mandal's*  
**Jitendra Chauhan College of Law**

Date: 3 August 2022

**NOTICE**

**FIRST-YEAR LL.B. (2021-2022)**

**APPLIED COMPONENT GROUP**

**Drafting, Pleading & Conveyancing - I (SEM-II)**

As per the University of Mumbai Manual on Choice Based Credit and Grading System For Under Graduate (UG) Law Programme under the Law Stream in Faculty of Humanities with effect from the Academic Year 2018-19, Students of I LL.B. (Sem.-II) as part of their curriculum are required to successfully complete and pass in Practical Oriented Applied Component Course Drafting, Pleading & Conveyancing [DPC I].

**I. EXAM & SYLLABUS**

DPC - I comprises of the following two components:

Sr. No.	COMPONENT	MARKS
1.	<b>Drafting</b>	50
2.	<b>Communication Skills</b> a. Written skills (30 marks) b. Spoken Skills (20 Marks)	50

At the end of the Term an **Exam of total 80 marks** shall be conducted comprising of 50 marks of Drafting and 30 marks of Written communication skills. The Drafting syllabus comprises of following:

1. Letter for obtaining permission from a statutory authority;
2. Letter of Attornment;
3. Accountable receipt;
4. Promissory note;
5. Affidavit for change of name;

6. Declaration;
7. Adjourment Application in criminal matters;
8. Vakalatnama for High Court
9. Vakalatnama for City Civil Court / District Court
10. Schedule of property – plot of land with structure thereon;
11. RTI Application,
12. Will;
13. Codicil;
14. General Power of Attorney;
15. Special Power of Attorney;

**Note: Communication Skills shall comprise of activities which shall be conducted and evaluated during lecture timings.**

## **II. LECTURE COMMENCEMENT & SCHEDULE**

Lectures on DPC I shall be conducted by Prof. Poorva Dighe & Prof. Navanitha Warriar in accordance with the following time-table commencing from 4<sup>th</sup> August, 2022:

DAY	DIVISION	TIME	PROFESSOR
Monday	A	2:50-3:40 PM	Prof. Poorva Dighe
Wednesday	B	2:50-3:40 PM	Prof. Poorva Dighe
	C	2:50-3:40 PM	Prof. Navanitha Warriar
Thursday	D	2:50-3:40 PM	Prof. Navanitha Warriar

**Note: The first lecture for Divisions A & C shall be held on Thursday, 4<sup>th</sup> August, 2022 from 2:00 to 2:50 PM & for B & D shall be held from 2:50-3:40 PM. (Only for this week)**



**Dr. Priya J. Shah  
(I/c Principal)**