



THE SOUTH AFRICAN LAW SCHOOL

CERTIFICATE COURSE:

Administration of Deceased Estates 2023

ACCREDITED BY CGISA AND SASSETA · EXCELLENT CAREER OPPORTUNITIES

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Why train with the best?

If you are looking to secure a career in law or business, the South African Law School offers you the leading edge in accredited training. Established in 1996, the school has successfully delivered specialist courses focused on vocational expediency. Expertly facilitated by qualified attorneys, the school's specialist modules offer practical direction for legal support staff of professional practices, financial institutions, corporations and small to medium size businesses.

Course Outline

The comprehensive course offers specialist training in all areas of Administration in Deceased Estates including:

- An overview and interpretation of Wills & Codicils, Massing, Joint Wills, Repudiation & Adiation
- Reporting the Estate
- Appointment of Executor/Representative
- Functions & Duties of Executor/Representative
- Advertising for Debtors & Creditors
- Collecting assets of the Deceased's business/Interim Maintenance of Spouse & Minors; Guardian's Fund
- Opening Estate Bank Account
- Calculating Accrual (if applicable)
- Drafting the Estate Account (Liquidation & Distribution Account)
- Claims in terms of Maintenance of Surviving Spouse Act
- Estate Duty Return
- Advertising the Account
- Dealing with Objections
- Pay Estate Debts
- Distributing Assets, Transfer of Immovable Property Vouchers
- Reconciliation Account
- Master's Filing Slip

Course Duration:

The course runs for 8 weeks on Saturday mornings (09:00 – 11:00) - Online training

Procedure towards competency

Classes are lecture based with practical assignments and an examination at the end of the course.



Certification

For successful completion of the course:

- A pass mark of 50% or more is required.
- All fees must be paid up.

Admission Requirements

Since a certain amount of mature comprehension is required, it is recommended that prospective students:

- Have completed Grade 12 (matric) OR be at least 23 years of age with 2–3 years' work experience in related field.

Please feel free to discuss any concerns you may have



Recommended reading*

Deceased Estates (8th Edition), Abrie W and Others (V&R Printing Works, Pretoria) Meyerowitz on Administration of Estates and Their Taxation (Latest Edition) (JUTA Law)

***Available at JUTA Bookstore, Van Schaik Bookstore or Adams & Adams Bookstore.**

Registration closing date

We operate on an admissions system; this means that we commence with the program based upon the number of registered students at any point during the year.

Applicants will be notified of registration procedure once the application fee (R150) is received. You may complete the online application on our website.

2023 Course fees: excludes course material

Cash: Payment in full **R13 500**

Cash Arrangement: **R13 880 (three consecutive monthly payments)**

Payment Plan 1: Deposit of **R 5 200** + 4 consecutive monthly installments **R14 000**

Payment Plan 2: Deposit of **R 6 650** + 3 consecutive monthly instalments **R14 000**

CONTINUE THE LEARNING:

During the COVID-19 (coronavirus) outbreak, we all need to do our part to keep learners, and the public, safe and healthy so we can stop the spread and continue the learning.

The South African Law School continued to provide training throughout 2020, and the various lockdown levels, by rapidly adapting our teaching methods so that our students could complete their qualifications as planned.

Our mission was to continue the learning.

While the future of the virus is still uncertain the ability of South Africans to adapt to challenges and to overcome obstacles is strong.

The South African Law School will continue to offer quality training and education. We will do so in our training rooms, using virtual and online platforms, or a blend of in-person and online training – depending on the needs of our students and on the regulations.

Please go to our website for a full list of protocols.

Contact us

For more information and assistance with fees & application forms please contact the Student Enrolment Officer by phone or email.

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Your future in law starts here.



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