

Course Unit	Notary		Field of study	Law	
Bachelor in	Law for Solicitors		School	School of Public Management, Communication and Tourism	
Academic Year	2023/2024	Year of study	3	Level	1-3
Type	Semestral	Semester	1	ECTS credits	6.0
Code	9242-317-3104-00-23				
Workload (hours)	162	Contact hours	T -	TP 60	PL -
			TC -	S -	E -
			OT 20	O -	

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s) Ana Paula Malhao Saraiva Esteves

#### Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. Have the technical knowledge to help gain awareness and reach of the notarial profession, linked with the right registal and framed with the various branches of law.
2. Acquire Knowledge on the role of the Notary.

#### Prerequisites

Before the course unit the learner is expected to be able to:  
Not applicable

#### Course contents

1. The function Notarial - suportes documents, files, skills, Powers conferred on the solicitors within the deformalization of deeds. 2. Species of Documents, rule writing of documents, procedures, requirements. 3. Scripture in particular. 4. Notarial instruments. 5. Principles of Law informants Registral. 6. House Ready desk and Bequests.

#### Course contents (extended version)

1. The Notary function:
  - Stands documentary, archives and skills Books, Directories.
  - General and Special Skills.
  - Competences conferred on the solicitors within the deformalization of deeds.
2. Document Species:
  - Formalities.
  - Requisites.
3. Scripture in particular:
  - Scripture -Species and requisits.
  - Testament.
4. Notarial instruments Requirements:
  - Species and requisits.
  - The titling of legal acts over real estate - The authenticated private document.
5. Principles of Law Registral informants:
  - Legitimacy.
  - Tratto succeeding.
6. Special procedures - House Ready and Counter Bequests.

#### Recommended reading

1. Ribeiro, L. (2013). Actos notariais privatizados a advogados e solicitadores. Porto: Uniarte Gráfica. ISBN 9789892042343.
2. Ferreirinha, F. (2019). Manual de direito notarial. Coimbra: Almedina. ISBN 9789724078489.
3. Pereira, F. (2019). A Titulação dos Negócios. Aspetos jurídicos, fiscais e registais. Porto: Librum. ISBN 9789895438280.
4. Gonçalves, M. (2022). O Notário e a atividade notarial. Coimbra: Almedina. ISBN 9789894005278.

#### Teaching and learning methods

Method statement: schedules for work on the materials provided. Resolution of case studies and study processes. Method exhibition: Exhibition of learning content and analysis of legal norms.

#### Assessment methods

1. final evaluation - Final Written Exam - 100% - (Regular, Student Worker) (Final, Supplementary, Special)
  - Final Written Exam - 100% (Otherwise choose the evaluation in point 3.)
2. Exchange Students - (Regular) (Final, Supplementary, Special)
  - Final Written Exam - 100% (Incoming/outgoing)
3. Final evaluation - (Regular, Student Worker) (Final)
  - Intermediate Written Test - 25% (Alternative Optional.)
  - Final Written Exam - 75% (If written interim test is carried out.)

#### Language of instruction

Portuguese, with additional English support for foreign students.

#### Electronic validation

Ana Paula Malhao Saraiva Esteves	Susana Isabel Pinto Ferreira dos Santos Gil	Catarina Alexandra Alves Fernandes	Luisa Margarida Barata Lopes
06-10-2023	07-10-2023	07-10-2023	15-10-2023