

# Legal Studies 559 (C2) Drafting Project

## Study Guide

Welcome!

*Legal Studies 559: Drafting Project* is the fifth and final course in the Graduate Diploma in Legislative Drafting (GDLD) at Athabasca University. This course requires you to use the knowledge and skills you have acquired through studying all of the previous courses in the program. It also allows you to demonstrate that you are able to prepare independently a complete piece of legislation suitable for enactment (see <http://pbdld.athabascau.ca/courses/finalproject.php>). The course has been designed for individualized study, in which you study at your own pace, with online support and assistance from a project supervisor(s) who is an expert in legislative drafting, and online submission of your project for credit. The course must be completed within six months, although extensions may be requested. It can be completed in less time if you have the time to devote to it.

### What does the course consist of?

*Legal Studies 559: Drafting Project* comprises three components that together make up a major drafting project. They are:

- **Analysis of drafting instructions as discussed in the course LGST 557 (worth 15% of the course mark)**
- **A legislative outline as discussed in the course LGST 553 (25% of the course mark)**
- **An original Bill or other draft legislation (60% of the course mark)**

The project must be based on instructions drawn up by a third party such as a law reform agency, NGO, lobby group, or other acceptable source, which should be identified, or the instructions document attached to the project proposal.

### Project proposal

When considering possible projects keep in mind that it must be of a size and degree of complexity such that it can be completed within the course period of six months; it may consist of new legislation or amending legislation with some substantive new provisions.

Here are the steps you must take regarding your project proposal:

- Research possible projects for which drafting instructions have been prepared. Such instructions may take the form of a law reform report with specific recommendations for

legislation that has not yet been implemented. If you wish to pursue that possibility you may refer to our Law Reform References website at:

<http://pbdld.athabascau.ca/resources/law-reform-references.php> to find one.

- Consult with the Program Directors (<http://pbdld.athabascau.ca/faculty/>) about your ideas for a project and request an instructor from the Legislative Drafting Program (<http://pbdld.athabascau.ca/faculty/>) to be appointed as your Project Supervisor. The Program Directors will appoint a suitable and available instructor as Project Supervisor and may also appoint a Co-Supervisor when that is considered advisable.
- If the project involves the law of a jurisdiction that is not familiar to the Project Supervisor, the Project Supervisor may request the appointment of a Co-Supervisor from the relevant jurisdiction. You will then be asked to suggest the name of an appropriate person to fill the role of Co-Supervisor. The Co-Supervisor may be a more senior drafter in the office in which you work or another legislative drafting expert from within the relevant jurisdiction. The Program Directors will confer with the Project Supervisor, communicate with the suggested Co-Supervisor, and confirm the Co-Supervisor's appointment.
- You must then prepare a detailed project proposal in consultation with your Project Supervisor and Co-Supervisor (if any). For the proposal template please contact the [GDL D Office](#).
- Your Project Supervisor and Co-Supervisor (if any) will review and approve your proposal with such modifications as they may require and then send the approved proposal to the Program Director(s).
- At that point you will be permitted to officially enroll in the course and your six month contract period will begin to run.
- It is suggested that you not begin your project until you have been officially enrolled in the course.

### **Project submission**

Your project must be submitted through the course website in three parts: analysis, legislative outline and draft legislation. Do not submit them all at once; allow time between submissions to receive your Project Supervisor's and Co-Supervisor's (if any) feedback.

### **Project marking**

All parts of the project submitted for marking must be the student's original work.

The weighting of the three parts of the project is:

Analysis of Instructions	<b>15%</b>
Legislative outline	<b>25%</b>
Draft legislation	<b>60%</b>

If there is a Co-Supervisor, the Co-Supervisor will mark the analysis and legislative outline in consultation with the Project Supervisor. The Project Supervisor will mark the draft legislation after consulting with the Co-Supervisor.

If there is no Co-Supervisor the Project Supervisor will mark all components of the project.

### **Submission of Final Project to the Legislative Drafting Office**

Once the project has been graded and returned to you by the Project Supervisor and Co-Supervisor (if any), you must submit a clean copy to the GDLN Office in a PDF file, before your final grade will be processed. Students failing to submit a copy of their final project to the GDLN Office will not be eligible to graduate.

Upon receipt of comments and feedback from the Project Supervisor and Co-Supervisor (if any) you may take an opportunity to make minor revisions to the project prior to submitting it to the GDLN Office (i.e. correct spelling errors, grammatical errors, minor organizational issues, etc.) to prepare it for placement in the Library's Digital Thesis and Project Room (DTPR) for the public, other students and researchers to access.

When submitting the project to the GDLN Office, we ask that you use our GDLN template for the [title page](#).

**Note:** It is the student's responsibility to convert his/her document to a printable PDF file (i.e. using Adobe Acrobat) prior to submitting it to the GDLN Office.

Students are to complete Athabasca University's online "Digital Thesis and Project Room (DTPR) Release Form", which will allow the GDLN Office to place a copy of the final project in the Athabasca University Library, in digital format, for circulation. When granting permission for Library circulation, please provide an **abstract** (not to exceed 300 words) summarizing the content of your project. Upon request, and with the approval of the Program Directors, students may instead provide a summary of their project for library deposit where the content of the project contains confidential information (e.g. proposed legislation not yet introduced in their respective legislative assembly).

We will also require a listing of 4-5 relevant **keywords** for cataloguing purposes; however, please do not include these in your paper. You may either post them in the "Keywords" field on the DTPR Release form, or send them in the body of an e-mail to the GDLN Office.

To access the electronic DTPR Release Form you will require a username and password, which you may obtain from the GDLN Office.

Grades for the final project will be released once the final, revised copy of the project has been received by the GDLN Office. A copy will also be placed in the student's record, and if permission has been granted, in the Athabasca University Library (in a PDF file).

For information on the overall DTPR e-submission process please visit the following [website](#).

If requested by the student, the University will give permission for use and publication of the project by a law reform agency or use by government drafters for the purpose of legislation.

*Remember to visit the [Convocation](#) website for details on how to apply for graduation and associated deadlines.*