



Name of Course: B.B.A. LL.B (5 Years)	Type of Course : 5 Years Integrated
Year : 1st Year	Semester : 2nd Semester
Subject Code : ALCUG2EBBA2	Subject: Legal Writing and Drafting
W.E.F. : 2025-26	Teaching Hours: 72

Teaching & Examination Scheme:

Credit	Lect	Lab	Tut	Internal Marks			External Marks		Passing Marks	Passing Marks	Total Marks
				T	P	CE	T	P	Internal	External	Int+ Ext
4	4	-	-	20	-	20	60	-	16/40	24/60	40/100

Lect= Lecture, Tut=Tutorial, Lab=Lab, T-Theory ,P=Practical Theory Passing%: 40, Practical Passing%: 40

Course Objectives:	<ol style="list-style-type: none"> To develop fundamental skills in legal writing and drafting. To enhance students ability to draft legal documents with precision and clarity. To familiarize students with court pleadings and professional legal communication. To train students in effective research and referencing in legal writing. To ensure students understand the ethical and professional aspects of legal drafting
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Course Outcome (CO):

Upon completion of the course, student shall be able to

1.	Understand the principles and techniques of legal writing. (L-2 Understand)
2.	Draft various legal documents ,including contracts, pleadings, and notices.(L-3 Apply)
3.	Apply correct legal terminology and citation styles in legal writing.(L-2 Understand)
4.	Develop persuasive and research-based legal writing skills. (L-3 Apply)
5.	Demonstrate professional competency in court pleadings and legislative drafting.(L-3 Apply)



Detailed Syllabus:

Unit	Description	Credits / Hours
1	Introduction to Legal Writing	(4)
1.1	Characteristics of Good Legal Writing (Clarity, Conciseness, Precision)	18 Hours
1.2	Difference Between Legal and General Writing	
1.3	Common Mistakes in Legal Writing & How to Avoid Them	
1.4	Use of Legal Terminology and Latin Maxims	
1.5	Legal Citations and Referencing (Bluebook, OSCOLA, APA)	
2	Drafting of Legal Documents	(4)
2.1	Principles of Legal Drafting—Format, Language, and Content	18 Hours
2.2	Drafting of Notices and Legal Correspondence	
2.3	Drafting of Commercial Documents (MOUs, Joint Venture Agreements)	
2.4	Drafting of RTI	
3	Court Pleadings and Litigation Drafting	(4)
3.1	Drafting the different Application (exemption application, Leave Application, Addition of Party, Amend the Decree etc)	18 Hours
3.2	Complaint drafting	
3.3	Drafting of Complaint, Written Statement, Interim petition	
3.4	Drafting patent applications, trademark registrations, and copyright assignments, licenses—etc	
4	Advanced Legal Writing and Legislative Drafting	(4)
4.1	Legislative Drafting—Drafting of Deeds and Receipt	18 Hours
4.2	Legislative Drafting—Employees agreements & private policies	



4.3	Art of Persuasive Legal Writing–Arguments & Advocacy in Writing
4.4	Ethical and Professional Considerations in Legal Writing and Drafting

Suggested References:	
Sr. No.	References
1.	"Legal Language, Legal Writing & General English"–Tandon M.P.
2.	"The Art of Legal Writing"–Linda H. Edwards
3.	"Legal Writing and Drafting"–R. Nandan
4.	"Principles of Statutory Interpretation"–G.P. Singh
5.	"Pleadings and Conveyancing"–Mogha & Mogha
