

Conveyancing Apprenticeships

Conveyancing Technicians' primary responsibility will be to support the Authorised Person in dealing with legal matters relating to the transfer of ownership of land or property. Licensed Conveyancers work as principal fee earners, have a significant level of autonomy and are responsible for compliance with regulatory arrangements and lender requirements.

Eligibility

Apprenticeships are available for new or existing employees of all ages, including graduates, who need to develop skills.

Fees

All or most of the fees are funded by the government or via the Apprenticeship Levy, with additional incentives for employers of under-19s. Contact us for specific information.

Recognised Qualifications

CLC/SQA Diplomas in Conveyancing Law and Practice.

Career Progression

After the Level 4 Conveyancing Technician apprenticeship, most students progress to the Level 6 Licensed Conveyancer apprenticeship and can then apply to become a Licensed Conveyancer - a qualified, professional property lawyer.

Benefits to your business

- Attract and retain talented, ambitious new talent
- Develop and quality assure existing non-qualified conveyancers
- Fully/part-fund professional qualifications for your team
- Widen your talent pool

Who is the apprenticeship for?

Those new to conveyancing, part-qualified Licensed Conveyancers and those working in conveyancing who would benefit from a structured training programme leading to professional qualifications.

What will apprentices learn?

At each level, apprentices will learn about and be assessed against relevant:

- Legal and practice knowledge
- Professional conduct and ethics
- Professional behaviours

On qualification as a Conveyancing Technician, the apprentice will be able to support qualified lawyers dealing with a range of legal matters relating to the transfer of ownership of land or property.

On qualification as a Licensed Conveyancer the apprentice will be a specialist property lawyer able to deal with all legal matters relating to the transfer of ownership of land or property.

Structure and delivery

The Level 4 Conveyancing Technician and Level 6 Licensed Conveyancer apprenticeships are each delivered via a two-year blended learning programme. Students have a dedicated tutor who tailors the programme and provides mentoring and support via face-to-face and remote visits. Technical content is delivered by subject experts via weekly webinars and e-tutorials. Students study the following CLC/SQA units at each level:

Level 4 Conveyancing Technician

- The English legal system
- Law of contract
- Land law
- Standard conveyancing transactions
- Understanding accounting procedures for conveyancing transactions

Level 6 Licensed Conveyancer

- Landlord and tenant
- Conveyancing law and practice
- Managing client and office accounts

Commitment

Apprentices will need to spend a minimum of 20% of their working week on their studies.