



# EuropaInstitut

AN DER UNIVERSITÄT ZÜRICH  
GEGRÜNDET 1992

Assoziiertes Institut der Universität Zürich & Kooperationspartner der ETH Zürich  
RECHT BERATUNG WEITERBILDUNG



Certificate Course

## Legal English – Effective Communication

How to communicate as a legal professional

Course instructors: Richard Norman, James Bellerjeau

Start: 19 September 2025



# Legal English – Effective Communication

Effective communication is one of the surest ways to stand out in your career. Especially in the legal profession, communication skills distinguish strong performers from average ones.

## **Times change - a new and relevant course.**

The Europa Institut has been offering tuition on Legal English for over twenty years but now, in recognition of the advances in online translation and AI and the increasing demand for English usage in Switzerland, the Institut announces **a completely new course for 2025.**

The Swiss Parliament recently passed legislation that will permit cantons to establish international courts where disputes can be litigated in English. The ability to use Legal English competently and confidently has therefore become a requirement of lawyers working in an international environment.

This course will address the following areas:

### **1. Technology**

Will generative AI make learning to write Legal English irrelevant? Might AI make even lawyers redundant? Used well, generative AI tools can make a thoughtful professional more effective. Used carelessly, however, the opportunities for mistakes abound. And what of phone calls, meetings, negotiations, presentations, and the myriad ways we communicate in person?

Ironically, in an era when clients reasonably expect excellent communication, generative AI will lead many to make more mistakes and communicate less clearly. We will cover key pitfalls and explore how to use relevant tools well.

### **2. Common Law concepts and cases**

The language of civil procedure, courts and litigation: US Corporations, Tax Law, Administrative Law, IP, Employment Law, Family and Succession Law, International Contracts and Tort Law

### **3. Specific communication training**

Effective skills across the broad range of legal communication: spoken and written communication, in both formal and informal contexts. We systematically build students' competence and confidence in effective communication.

## **Course Director:**

> Prof. Dr. Andreas Kellerhals, Attorney-at-Law, LL.M., Director Europa Institut at the University of Zurich

**Course dates\***

Friday,	19 Sept 2025	2 p.m. - 6 p.m.
Saturday,	20 Sept 2025	9 a.m. - 1 p.m.
Friday,	26 Sept 2025	2 p.m. - 6 p.m.
Saturday,	27 Sept 2025	9 a.m. - 1 p.m.
Friday,	3 Oct 2025	2 p.m. - 6 p.m.
Saturday,	4 Oct 2025	9 a.m. - 1 p.m.

Friday,	24 Oct 2025	2 p.m. - 6 p.m.
Saturday,	25 Oct 2025	9 a.m. - 1 p.m.
Friday,	31 Oct 2025	2 p.m. - 6 p.m.
Saturday,	1 Nov 2025	9 a.m. - 1 p.m.
Friday,	7 Nov 2025	2 p.m. - 6 p.m.
Saturday,	8 Nov 2025	9 a.m. - 1 p.m.

*\*Program subject to change.*

**Certificate course**

Legal English - Effective Communication

**Certificate instructors**

Richard Norman, LL.B, LL.M, Solicitor, former international GC for Dell Inc.

James Bellerjeau, J.D., MBA, former General Counsel Mettler-Toledo International Inc.

**Location**

Pädagogische Hochschule, Lagerstrasse 2, 8090 Zurich

**Participants**

The number of participants is limited

**Course fees**

CHF 1950.- including documentation

**Registration deadline**

Monday, 11 August 2025

**Registration**

On the website of the Europa Institut: [www.eiz.uzh.ch](http://www.eiz.uzh.ch)

(confirmed registrations cannot be cancelled)

**Further information**

For further information please contact Daniela Eichholzer, Europa Institut at the University of Zurich; Tel. +41 44 634 48 91, [daniela.eichholzer@eiz.uzh.ch](mailto:daniela.eichholzer@eiz.uzh.ch).