

English for Law and Lawyers

Do you need a certificate that can get you a job?

What is TOLES (Test of Legal English Skills)?

TOLES is the world's leading English exam which tests legal English skills.

Who takes TOLES?

Students of Faculty of Law, lawyers & legal translators who are interested in an internationally-recognised certificate.

What are the levels of TOLES?

There are 3 levels to the TOLES exam series: TOLES Foundation TOLES Advanced TOLES Higher

When and where can I take the exam?

The exams are timetabled & progressive by level & they are taken in the Faculty of Law.

Are there any TOLES-preparation lectures or courses at EMU?

For faculty students: TOLES Foundation lectures are offered as elective for third and fourth year students. These elective courses are ENGL 352, 353, 452, 453. Students passing all these lectures are successfully awarded a certificate of TOLES designed by the Faculty of Law. Moreover, students who pass all these TOLES elective courses successfully reach the required level to sit the international TOLES exam.

For everyone: Intensive Foundation and Higher TOLES courses are also offered on demand to lawyers, law students, legal translators or anyone interested in pursuing their careers in the field of law. These courses are offered as evening courses by experienced lecturers in the field of law in Kyrenia, Nicosia and Famagusta

Who teaches TOLES courses?

All our teachers in the programme are trained and experienced in teaching legal English courses.

How will the TOLES certificate help me in finding a job in the future?

Law students and lawyers need TOLES because international law firms know that TOLES is the world's leading legal English exams. Of the many different English exams available, TOLES is favoured by many law firms when selecting or promoting staff. The TOLES certificates in legal English are the most accurate and relevant documents that you can possess. For more information, visit: www.toles.co.uk.

What do people who have experienced TOLES exams, courses or lectures say?

TOLES DENEYİMLERİM

Doğu Akdeniz Üniversitesi Hukuk Fakültesi'nden 2016 ocak ayında mezun oldum. 2017 yılından beri Ankara Barosu'na kayıtlı avukat olarak, aynı zamanda da 2020 yılından beri Savunma Sanayiinde, balistik çözümler ve nano teknoloji alanında faaliyet gösteren, KIM Technologies firmasında Kontratlar ve Tedarik Zinciri Yöneticisi olarak çalışmaktayım.

2015 yılında almış olduğum TOLES eğitimi, mesleğe ilk başladığım zamanlarda yalnızca çekmeceye duran bir eğitim sertifikası ve aklımdaki bilgilerden ibaretti. Kendi ofisimde serbest avukat olarak mesleğimi icra ederken, açıkçası bu bilgileri hiç kullanacak fırsatım olmadı. Ancak bir süre sonra önüme bu bilgileri kullanabileceğim bir fırsat geldi ve ben de bu fırsatı değerlendirdim. Ardından geçen zaman içerisinde kapı kapıyı açtı ve hayat önüme yeni fırsatlar sundu.

Bugün ağırlıklı olarak uluslararası sözleşmeler üzerine kurulu iş düzenimde görüşmelerim ve yazışmalarım tahmin edebileceğiniz gibi İngilizce dilindedir. Mesleğe başladığımda hiç kullanmadığım o bilgilerin, şu anda işimin çok büyük bir parçası haline gelmesindeki domino taşlarından biri de üniversite zamanında aldığım bu eğitim olmuştur.

Ticaretin globalleştiği, mesafelerin küçüldüğü ve sınırların yok olduğu mevcut iş dünyasında İngilizce'nin yerinin ne kadar önemli olduğunu anlatmama gerek yoktur sanırım. Yalnızca uluslararası işlerde değil ülke sınırları içerisinde bile bazı kurumsal firmaların iç yazışmalarında dahi İngilizce'yi kullandığını görüyoruz. Bir müvekkilinizin/müşterinizin sözleşmeleri, ülkenin önde gelen üniversitelerinden alınan raporlar, bankaların verdiği mektuplar, karşınıza çok büyük bir ihtimalle İngilizce olarak gelecektir. Hal böyle iken İngilizce'nin yanında mesleki İngilizce'ye de sahip olmanız rekabetin yüksek olduğu iş hayatında, sizleri diğer insanlardan bir gömlek daha üstün kılacaktır.

Hukukun yalnızca adliyelerden ve duruşmalardan ibaret olmadığını, iş dünyasının her alanında ve her aşamasında kuralların gerekli olduğunu unutmamak gerekir. Bu noktada sizlere tavsiyem, TOLES eğitimini almanız, kendinizi her daim geliştirmeye devam etmeniz ve hayatın sizlere açacağı kapılara, sunacağı fırsatlara karşı donanımlı bir şekilde hazır olmanız gerekmektedir.

Bugünkü başarımda büyük payı olan değerli eğitimlerime teşekkürü bir borç bilirim.



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TOLES DENEYİMLERİM

2014-2018 yıllarında Doğu Akdeniz Üniversitesi Hukuk Fakültesi'nde öğrenci oldum. Temel İngilizce derslerinden sonra, TOLES 1 dersini 2015 yılında aldım. Derslerin akıcı olması, sınavdan yüksek puanlar almam, konuları ve öğretmenleri sevmem gibi nedenlerle, tüm TOLES derslerini iki yılda bitirdim. Derslerde, kısa dönemlerde birtakım sınıf içi değerlendirmeler aracılığıyla seviyemiz ölçüldü. Yeterli olmadığımız konular, ileriki derslerde öğretmenlerimiz tarafından hazırlanan daha detaylı bilgilerle desteklendi. Böylelikle kimsenin işlenen konulardan eksik kalmaması amaçlandı.

2017 yılında tüm dersleri başarıyla bitirerek, İngiltere kökenli TOLES sınavına girmeye hak kazandım. Sınava girmeden önce sınav koordinatörümüzün yönlendirmesiyle birçok kez pratik yaptık. Konuşma, yazma, dinleme gibi çeşitli alanlarda atölye çalışmaları düzenlendi. Bu çalışmalarda katılım her zaman yoğundu. Öğitmenlerimiz, sadece mesai saatlerinde değil akşam veya hafta sonları da her zaman yanımızda oldular. Onlara hangi soruyu sorsak bize anında yanıt verdiler. Sınava hazırlık için öğretmenlerimiz bize, ek çalışma materyalleri sağladılar.

Sınav öncesi yalnızca fakültemizde eğitim görenlerin değil ,aynı zamanda Türkiye'den avukatların da özellikle bu sınav için DAÜ' ye geldiklerini öğrendim. Bu bilgi , benim sınava daha çok motive olmamamda etken olmuştur. Üniversitenin tanıtım birimi tarafından, sınav öncesi yapılan röportajla alacağımız sertifikanın meslek hayatımızdaki kazanımlarını değerlendirdik.

Bizimle yapılan bu röportajlar, daha sonra DAÜ tanıtım birimi tarafından yerel basına servis edilmiştir. Bu durum bizleri onurlandırmıştır.

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TOLES DENEYİMLERİM

Ben Selin Faydalıtürk. 2016 ile 2020 yılları arasında Doğu Akdeniz Üniversitesi Hukuk Fakültesi'nde lisans eğitimimi tamamladım. Toles derslerini almaya ikinci sınıftan itibaren başladım ve son dönemime kadar onları devam ettirdim. Bu programın uzun vadede bana sağladığı en büyük faydalardan biri, kazandığım bilgiler sayesinde üniversite boyunca İngilizce ile bağımı hiç koparmamam oldu. Avukatlık mesleğinde fark yaratacak konulardan biri, hiç şüphesiz İngilizce dilinde yeterli donanıma sahip olmaktır. Toles dersleri sayesinde, bu dili meslek hayatımızda akıcı bir şekilde kullanma becerisini kazanmış olduk.

Toles derslerinin bana katkısı, gerek hukuki yazışmalara gerekse uluslararası yargı kararlarına üniversiteden beri aşına olmam oldu. Şu an çoğunlukla yurt dışı merkezli şirketlerin, Türkiye'deki davalarını takip ettiğim için İngilizce yazışma, işimin oldukça önemli bir kısmını oluşturuyor. Bunda da Toles derslerinin ne kadar faydası olduğu yadsınamaz. İngilizce yüksek lisans yaptığım için ise, Avrupa Birliği ve İngiltere Mahkeme kararları, akademik araştırmalarımın büyük bir çoğunluğunu oluşturuyor. Dolayısıyla Toles derslerinde gördüğüm tüm konular şu an yaptığım işin bir uzantısını oluşturuyor. İş hayatına girdiğimde, TOLES sınavını doğrudan bilen çok kişi olmadığını gözlemledim. Ancak bu konuda yeterli olmam dil konusunda beni bir adım öne çıkarmıştır diye düşünmekteyim.

Toles İngiltere sınavı ise, bilgilerimi uluslararası kuruluşlar nezdinde kendimi sınıdığım bir deneyim olması nedeniyle benim için önemli yere sahiptir. Sınav, üç sene boyunca aldığım toles derslerinin tamamını içeren, oldukça kapsamlı bir ölçmeydi. Program koordinatörümüz sayesinde sınava yoğun bir tempoda hazırladım ve sonucunda 80 (very good) puan aldım. Sınav öncesinde hedefim en az 81 (excellent) almaktı. Hedefime bu kadar yaklaşmak ve başarılı olmak emeklerimin bir sonucudur. Bu başarı İngilizce'deki motivasyonumu yükseltti.

Hedeflediğim noktaya varmamda katkısı olan tüm eğitimlerime teşekkürü bir borç bilirim.

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Lawyer Laçin SÖNMEZOĞLU

'I attended all Toles courses while I was studying at EMU in 2011. After completing all these courses, I sat for the international TOLES exam and received my certificate. With the help of this certificate, I was employed in the law firm of my dreams. TOLES both helps lawyers improve their legal English and also helps you to find a good job as it is one of the requirements asked by lots of institutions or law firms. Having a TOLES certificate also brings you one step forward as a lawyer among the others.'

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Lawyer Havva AKİF

As all know, English has become the world's common language. Therefore, having attended TOLES courses, I believe that every lawyer, no matter where they pursue their career, should have an international TOLES certificate.'

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Lawyer Ulaş KIRAY

I graduated from Eastern Mediterranean University Law Faculty in 2014. I am currently a registered lawyer at Aydın Bar Association. The importance of a foreign language is undeniable in the globalised world. In this respect, professional English carries special importance in the legal profession, which has implications on all aspects of life as well as international relations. After having taken a TOLES course at Eastern Mediterranean University, I observed that my legal English skills distinctively improved. Then, I took all the remaining TOLES courses. When I finished all TOLES courses, I felt extremely confident in legal English, which meant that TOLES courses fulfilled their purpose. Following my graduation, the presence of the TOLES certificate put me as a priority choice in the internship practice at law firms. In this respect, I extend my appreciation and gratitude

to Eastern Mediterranean University and my instructors for providing me with this unique opportunity.

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Lawyer Eşref KAHYA

My instructors and my senior colleagues have always stressed the important role of a foreign language in the legal profession and stated that I need to improve myself on this scale. In addition to all of these, as a legal practitioner, I can observe the importance of English in my current profession. Along with general English skills, TOLES provides legal English study opportunities as well as certification for lawyers. During my studies at the university, I had doubts about the essence of TOLES certification and could not decide whether it is really necessary to take the courses and sit for the exam. However, as soon as I started my professional career as a lawyer, I realised its importance for lawyers and legal professionals. I recommend all my colleagues to obtain a TOLES certificate. In this way, legal firms will give you priority both during your internship practice and your recruitment.

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Judicial Intern Nilsu KARADAĞ

During my studies at EMU Law Faculty between 2012 and 2014 Academic Years, upon my instructors' recommendation, I started to take TOLES courses with the belief that they would bring important advantages in my prospective career life. Following the completion of my courses, I sat for the TOLES exam in February, 2014. I can say that the courses I took and the exam I sat for helped me climb the career steps with success. I had a chance to receive internship practice in Turkey from a prominent professor and at an important law firm,

thanks to the TOLES certificate. I can say that TOLES is a completely unique experience supporting your professional development in a distinctive way, and, at the same time, enabling you to undertake duties at an international scale. Not only TOLES supports your development in English but it also enables you to use the legal English actively in your profession. I recommend all my colleagues who wish to stand out of the crowd in their careers to obtain a TOLES certificate. Don't forget it is always a privilege!

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Lawyer Kaan Angün

I have been working as an intern at a law firm in İstanbul for approximately 8 months. If you were to ask what Legal English has done for me; firstly I have never regretted choosing Toles courses. If there is one thing that makes studying at an institution that possesses an experienced teaching staff even better it is the teaching staff doing all they can to make the courses more enjoyable so that you wait in excitement for the next lesson to commence. Once you gain the certificate and tell a lawyer I have a Toles certificate or they see it in your CV it draws their attention and you feel one step ahead of other candidates even if it may seem unnecessary because during your internship you will be working on execution proceedings. Don't think of Legal English as only necessary for international law and the foreign aspects of contract law. It is also an essential part of the business life of local companies. When Turkish companies operating in Turkey want to open a dealership within the country law firms still look for certified translators to translate protocols into English. Unfortunately because these translations are not carried out by legal experts regardless of the translators' knowledge of English problems in terminology can occur, leading to dire results. Three things that the İstanbul Bar Association President told us in our first SEM class and experienced lawyers define as tricks of the trade: 1. Keep a day-planner; work with a plan and program 2. Constantly read and be informed about changes in legislation 3. Have vocational English. I felt the value of this advice at the very beginning of my career when I was chosen as the person to attend meetings and cases abroad. This value was also evident in both material and non-material ways in my contract and observation translations. Shortly, choose this course without second thought. Even if you are hesitant witness what it will add to you, your difference and awareness. Otherwise I wish you luck with debtors, angry clientele and non-return mandates.

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Lawyer Yiğit Gökçehan KOÇOĞLU

I am an Eastern Mediterranean University Faculty of Law graduate. In 2015 I finished top of my faculty. I am currently a registered lawyer of the İstanbul Bar Association. Before graduation I had a number goals because I had to compete with 10 thousands of intern lawyers and later approximately 100 thousand lawyers. One of these goals that I hoped would put me one step ahead of others was Legal English. I planned to take my Legal English lessons during the summer period and once I found out that my university provided this opportunity I didn't hesitate and received all A's in my TOLES courses. My aim was to obtain the top degree of "Excellent" and thanks to the intense training of our teachers I fulfilled this aim. As you will all appreciate knowing English and Legal English is very different. You can get yourself one step ahead by speaking English and five steps ahead by speaking Legal English which allows you to stand out from your peers. As a result of my success at university and TOLES success I work at a law office which is accepted as one of Turkey's best Criminal Law offices. Even though criminal law is a mainly national field, you do get foreign clients. The office also attends work on legislation and joint Turkey-European Union projects. At such times speaking Legal English helps me more than you could imagine. My advice to all of you is not to miss your TOLES opportunity. TOLES is a great opportunity we mustn't miss. What should separate you from graduates of other universities is that you received TOLES courses. Everyone will be "Faculty of Law graduates" however, those who take TOLES courses will be "Legal English speaking Faculty of Law graduates". I would like to thank all of my teachers who delivered courses and played a part in my TOLES success.

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Adv. Adil ENDİRCE

I graduated from the Eastern Mediterranean University Faculty of Law in 2014. Since 2015, I have been practicing as a lawyer registered with the Izmir Bar Association.

During my studies at the faculty, I completed all "English for Lawyers 1-4" courses with an "Excellent" degree. I got 71 points out of 100 in the TOLES Foundation Level exam on 30/06/2014 and added this document to my resume. One of the most important reasons why I was chosen for the job applications I made was that I was successful in this exam. Of course, there was a big difference between saying I know legal English and proving it with an internationally recognised document.

Even when I was an intern, I was translating and sending our English legal consultancy correspondence to the international clients and foreign staff of my employer abroad. In addition, when my employer wanted to meet with an Italian company, I was the one making phone calls again and establishing the communication between them. For this, I earned a higher amount than the average trainee's income.

TOLES gave me the opportunity to start my profession with confidence. Every lawyer can have an international client at any time. I think TOLES certification is a great opportunity and possibility for lawyers in order not to say I wish at such a moment. I recommend that every student develop him/herself in this field, especially before entering the professional life. This certificate will satisfy you both materially and morally.

I would like to thank our esteemed instructors, who have always been with us even after graduation, for their efforts and patience.

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Adv. Zeynep KAHVECİ

I graduated from the Eastern Mediterranean University Faculty of Law in 2017. Since 2018, I have been working as a lawyer registered with the Kahramanmaraş Bar Association. As of November 2018, I opened my own law and consultancy office and I am still working on a freelance basis with 3 colleagues. At the same time, I am continuing my Master's studies with thesis. During my studies at the faculty, I completed all "English for Lawyers 1-4" courses with an "Excellent" degree. Later, I was successful in the TOLES Foundation Level exam and received my certificate. At this stage, I was unaware of the contribution of the TOLES document to my career. Until the period when I graduated and got my lawyer's license, I became the sought-after name of both the bar association I am a member of and many law firms that have a good reputation within society. Because the legal profession is a profession that requires knowledge of a foreign language in today's conditions, especially having Legal English.

While I was still a trainee lawyer, many companies and holdings in my city expressed their willingness to work with me. The legal education we received and the TOLES education that contributed to my career opened great doors for me even during my internship period. Moreover, it even had an effect on my admission to my master's studies. I took important roles in International Law and Non-Governmental Organizations. Having received the TOLES education gave me great self-confidence when starting my profession. Thanks to the TOLES education I have received, I provide consultancy to large holdings and companies that import and export. The TOLES document has always taken me one step ahead of my other colleagues, even though I was at the very beginning of the lawyer profession. I became familiar with TOLES upon the recommendation of my advisors. I have seen and witnessed the benefits of TOLES training continuously while practicing my profession from the very first day.

Lastly, I would like to thank first of all my specialised instructors who supported us during the TOLES training and our university who provided us with this training. I recommend you, young people, who will become my colleagues in the future, to take this opportunity.

Kahramanmaraş Bar Association

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Feza KILGIN

Translator-Interpreter

I graduated from the Eastern Mediterranean University, Translation and Interpretation Department in 2015. During the previous year, I learned that our university offers elective courses on Legal English and that I can take the internationally recognized TOLES (Legal English Skills Exam) certification exam. In the same year, I succeeded in the relevant exam and qualified for the "TOLES Foundation" certificate. In 2019, I got the "TOLES Higher" certificate.

As a translator-interpreter working in the field of law, I think TOLES is one of the important elements that guide my professional career. For those who want to specialize in legal English, I would like to underline that the TOLES certificate is a key element that can open many doors. I believe that the TOLES certificate is a prestigious privilege for lawyers and translators working in the field of law.

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Adv. Eda Karasaç

Research Assistant

After completing my Legal English courses at EMU Faculty of Law in 2016, I took the TOLES exam and received a certificate at the 'Excellent' level. I saw the benefit of the language skills I acquired in interpreting the foreign legislation and court decisions I examined while continuing my master's and doctoral studies. I have observed that the education we received not only have I learned the English equivalents of legal concepts, but I also became familiar with the functioning of foreign legal systems. However, since the day I received the certificate, I realized that I have been able to continue many international correspondence in the field of law without having difficulty in using English legal terms and concepts. I would like to thank the devoted faculty members of the EMU Law family who helped me advance in legal English and made me feel different and confident in my profession for the rest of my life.

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