



## Information about the subject

**Degree:** Bachelor of Arts Degree in Law

**Faculty:** Faculty of Legal, Economic and Social Sciences

**Code:** 312028 **Name:** Law and Notary Practice

**Credits:** 6,00 **ECTS Year:** 4 **Semester:** 2

**Module:** Optional Courses

**Subject Matter:** Itinerary of Economic Law **Type:** Elective

**Field of knowledge:** Social and Legal Sciences

**Department:** Private Law

**Type of learning:** Classroom-based learning

**Languages in which it is taught:** Spanish

**Lecturer/-s:**

OP3112 Ubaldo Nieto Carol (**Responsible Lecturer**)

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## Module organization

### Optional Courses

Subject Matter	ECTS	Subject	ECTS	Year/semester
Itineraries of Basic Legal Sciences	36,00	-Canon Law Institutions	6,00	4/2
		-History of European Construction	6,00	4/2
		-Human Rights	6,00	4/2
		-Roman Law	6,00	This elective is not offered in the academic year 24/25
		-Social Doctrine of the Catholic Church	6,00	This elective is not offered in the academic year 24/25
		-State Ecclesiastical Law	6,00	4/2
Itinerary of Economic Law	60,00	Banking Law	6,00	This elective is not offered in the academic year 24/25
		Consumer Law	6,00	This elective is not offered in the academic year 24/25
		Corporate Finance	6,00	4/0
		-Insurance Law	6,00	4/2



Itinerary of Economic Law		Intellectual Property Law	6,00	This elective is not offered in the academic year 24/25
		-International and Comparative Law of Brands, Designs and Unfair Competition	6,00	4/2
		International Commercial Law	6,00	This elective is not offered in the academic year 24/25
		-International Commercial Transactions	6,00	4/1
		-International Taxation Law	6,00	4/0
		Law and Notary Practice	6,00	4/2
Itinerary of Sectorial Administrative and Specialized Labour Law	72,00	Air and Maritime Law	6,00	4/2
		-Employment Procedural Law	6,00	This elective is not offered in the academic year 24/25
		Energy Law	6,00	This elective is not offered in the academic year 24/25
		Environmental Law	6,00	This elective is not offered in the academic year 24/25
		European Union Competition Law	6,00	4/1



Itinerary of Sectorial Administrative and Specialized Labour Law	Information and Communication Technology Law	6,00	4/0
	National Health System Law	6,00	This elective is not offered in the academic year 24/25
	Public Contract Award Law	6,00	This elective is not offered in the academic year 24/25
	-Real Estate Law	6,00	This elective is not offered in the academic year 24/25
	-Trade Union Law	6,00	This elective is not offered in the academic year 24/25
	Transport Law	6,00	This elective is not offered in the academic year 24/25
	Water Law	6,00	This elective is not offered in the academic year 24/25

## Recommended knowledge

Students must have passed, at least, 48 ECTS of FB from the first two semesters.  
Know how the different legal acts and businesses are implemented in notarial documents.



## Prerequisites

Students must have passed at least the 48 ECTS of Basic Training of the first two semesters. Students are free to choose the electives they wish, breaking with the grouping proposed. As explained above, the Study Plan has three optional subjects that are grouped in this way:

- 1 optional subject in the seventh semester.
- 2 optional subjects in the eighth semester.

## Learning outcomes

At the end of the course, the student must be able to prove that he/she has acquired the following learning outcomes:

- R1 Approach to the knowledge and understanding of the notarial function and the importance of public faith as a means at the service of legal security.
- R2 Understanding of the main notarial tasks: formalisation of legal acts and transactions.
- R3 Consolidate the study of Private Law and matters related to the notarial activity.
- R4 Management and resolution of notarial and registration matters and practices.



## Competencies

Depending on the learning outcomes, the competencies to which the subject contributes are (please score from 1 to 4, being 4 the highest score):

GENERAL		Weighting			
		1	2	3	4
CG1	Knowledge of the Science being studied, in this case of the science of Law, fundamentally of the most practical branches, with their international and economic implications and their specialized language.				X
CG2	Analysis and synthesis capacity				X
CG4	Problem-solving capacity.				X
CG8	Ethical commitment to information management.				X
CG13	Information management capacity.		X		
CG15	Ability to work in interdisciplinary teams.				X
CG16	Ability to develop and maintain one's own competencies, skills and knowledge according to the standards of the profession.				X
SPECIFIC		Weighting			
		1	2	3	4
CE3	Ability to use constitutional principles and values as a working tool in the interpretation of the legal system.			X	
CE9	Ability to enforce legal norms with the economic environment.			X	
CE11	Ability to legally analyze the feasibility of the main financial operations.			X	
CE20	Mastery of computer techniques in obtaining legal information and communication of legal data (Internet, databases of legislation, jurisprudence, bibliography).			X	



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# Course guide

Year 2024/2025  
312028 - Law and Notary Practice





## Assessment system for the acquisition of competencies and grading system

Assessed learning outcomes	Granted percentage	Assessment method
R1, R2, R3, R4	40,00%	Practical tests
R1, R2, R3, R4	40,00%	Attendance, active participation and favourable attitude in the subject/ course/ module
R1, R2, R3, R4	20,00%	Written theoretical tests

### Observations

Attendance and active participation in class sessions, group work, tutorials and seminars. Its evaluation will be carried out through attendance monitoring records by the teacher and by assessing the active participation of the student through interventions and debates in the classroom and participation in forums and chats of the subject. The mere passive attendance of the student will not be taken into account for the calculation of this percentage. Unjustified lack of attendance at 20% of the practical sessions prevents the calculation of this percentage. Practical evaluation: Resolution of the different practices that will be proposed to the student throughout the course.

The evaluation of the practices and group work will be carried out through attendance and oral and/or written presentation of the different practices and proposed works (either in person or in the virtual classroom). The work developed in groups and/or individually by the student will be evaluated. The evaluation of the presented works will be carried out taking into account the structure of the work, the quality of the documentation, spelling and presentation and mainly, the legal-legal argumentation and foundation. The grade will be obtained from the average of all the grades obtained in this section.

Grades less than 5 do not count in the percentage. The qualification of the practices carried out in class or outside of class (with a grade equal to or greater than 5), will be maintained for the second call. Unjustified lack of attendance at 20% of the practical sessions prevents the calculation of this percentage.

Theoretical evaluation: Written theoretical-practical tests (test type with multiple response and/or short answer type and/or true/false, etc.) in which the theoretical and practical knowledge acquired and the knowledge of current legislation will be presented. It is essential to obtain a minimum of 5 out of 10 in the exam to be able to average the practice grade. Grades less than 5 do not count in the percentage. If a grade lower than 5 is obtained in the official exam of the first call, the final average grade of the practices carried out in class and/or group work (with a grade equal to or greater than 5) will be maintained for the second call. Finally, given the importance of the correct





formal presentation of legal writings, it is noted that each spelling mistake will deduct 0.1 points from the exam grade. Failure to comply with the rules and deadlines established for the completion and delivery of the requested academic activities will lead to a negative evaluation of the activity.

Extraordinary call: The evaluation system and its percentages of practice grades and attendance and participation are maintained in the extraordinary call.

Class attendance by nursing mothers: Due to the schedule of this subject, nursing mothers may be absent from class, after notifying the teacher only once. The teacher will establish, together with the student who is in this circumstance, an alternative work plan to allow her to acquire the same knowledge and skills as the rest of her classmates.

**SINGLE EVALUATION:** In accordance with article 9 of the General Regulations for the Evaluation and Qualification of Official Teachings and Qualifications of the UCV, the continuous evaluation system is the preferred evaluation system at the UCV. The art. 10 allows, however, for those students who in a justified and accredited manner express their inability to attend in person (or to synchronous communication activities for virtual and/or hybrid teaching modalities), their evaluation on an extraordinary basis in the so-called single evaluation. Said single evaluation must be requested within the first month of each semester to the Dean of Faculty through the Vice-Deaneries or Master's Directorates, with the express decision on the admission of said request from the student concerned being the responsibility of the latter.

The evidence to be presented and/or the test/s to be carried out in the single evaluation by the student will be carried out through the same theoretical test as for the rest of the students and through a practical test consisting of a written test, although the percentages awarded to the different evaluation instruments will be the following: 50% practical test and 50% theoretical test.

## **CLASS ATTENDANCE IN FACE-TO-FACE DEGREES**

In accordance with the development guidelines of the General Regulations for the Evaluation and Qualification of Official Teachings and Own Degrees of the UCV, in face-to-face degrees, class attendance with a minimum of 80% of the sessions of each subject will be required as a requirement to be evaluated. This means that, if a student does not attend the sessions of each subject, in a percentage greater than 20%, he/she will not be able to be evaluated, neither in the first nor in the second call, unless the person responsible for the subject, with the approval of the person responsible for degree, in view of duly justified exceptional circumstances, exempt from the minimum attendance percentage. The same criterion will be applicable for hybrid or virtual degrees in which teachers must maintain the same percentage in the requirement of "presence" in the different training activities, if any, even if these are carried out in virtual environments.

## **MENTION OF DISTINCTION:**

The mention of "Honors" may be awarded to students who have obtained a grade equal to or greater than 9.0. Their number may not exceed five percent of the students enrolled in a group in the corresponding academic year, unless the number of students enrolled is lower.



## Learning activities

The following methodologies will be used so that the students can achieve the learning outcomes of the subject:

- M1 Group work sessions supervised by the teacher. Study of legal cases, both true and fictitious. Significant construction of knowledge through student interaction and activity. Critical analysis of values and social commitment.
- M8 Exposition of contents by the teacher, analysis of competences, explanation and demonstration of capacities, skills and knowledge in the classroom.
- M9 Supervised monographic sessions with shared participation.
- M11 Personalised attention and in small groups. Period of instruction and/or orientation carried out by a tutor with the aim of reviewing and discussing the materials and topics presented in the classes, seminars, readings, completion of assignments, etc.
- M12 Set of written and/or oral tests used in the initial, formative or summative evaluation of the student.
- M13 Group preparation of readings, essays, resolution of problems, seminars, papers, dossiers, etc., to be presented or delivered in theory classes, practical classes, and/or small group tutorials.
- M14 Student's study: individual preparation of readings, essays, problem-solving, seminars, works, reports, etc. to present or deliver in the theoretical classes, practical classes and/or small group tutorials.



## IN-CLASS LEARNING ACTIVITIES

	LEARNING OUTCOMES	HOURS	ECTS
Practical cases. M8	R1, R2, R3, R4	35,00	1,40
Theoretical classes. M8	R1, R2, R3, R4	23,00	0,92
Assessment M12	R1, R2, R3, R4	2,00	0,08
<b>TOTAL</b>		<b>60,00</b>	<b>2,40</b>

## LEARNING ACTIVITIES OF AUTONOMOUS WORK

	LEARNING OUTCOMES	HOURS	ECTS
Group work. M1, M9, M13	R1, R2, R3, R4	45,00	1,80
Individual work. M14	R1, R2, R3, R4	45,00	1,80
<b>TOTAL</b>		<b>90,00</b>	<b>3,60</b>



## Description of the contents

Description of the necessary contents to acquire the learning outcomes.

Theoretical contents:

Content block	Contents
THE NOTARIAL FUNCTION AND THE NOTARIES	1. THE NOTARIAL FUNCTION 2. PROVISION OF THE NOTARIAL FUNCTION
THE PUBLIC INSTRUMENT	3. THE PUBLIC INSTRUMENT 4. Subjects of the public instrument 5. Parts into which the public instrument is usually divided 6. Capacity and representation 7. The qualification of the act or contract 8. The exposition of facts or antecedents 9. Expression of the purpose or reasons: Its effects 10. Operative part 11. Reservations and legal warnings 12. Reading the instrument 13. The granting 14. The signature of the interested parties 15. Authorization 16. THE TESTIMONIES 17. THE COPIES 18. COMMERCIAL CONTRACTS AND OTHER COMMERCIAL DOCUMENTS INTERVENED 19. CONSERVATION OF PUBLIC INSTRUMENTS 19.1. THE PROTOCOL 19.2. THE BOOK-RECORD OF COMMERCIAL CONTRACTS 19.3. THE INDICATOR BOOK 20. NOTARY ACTS



## NOTARIAL ACTIONS

21. NOTARIAL ACTION IN MARRIAGE MATTERS
22. NOTARIAL ACTION IN SUCCESSION MATTERS
23. NOTARIAL ACTION IN THE MATTER OF CERTAIN CONTRACTS
  - 23.1. DONATION DEED
  - 23.2. DEED OF SALE OF REAL ESTATE
  - 23.3. NOTARIAL ACTION IN REAL ESTATE CREDIT AGREEMENTS
  - 23.4. DEED OF INCORPORATION OF LIMITED COMPANY

## Temporary organization of learning:

Block of content	Number of sessions	Hours
THE NOTARIAL FUNCTION AND THE NOTARIES	1,00	2,00
THE PUBLIC INSTRUMENT	14,00	28,00
NOTARIAL ACTIONS	15,00	30,00

## References

### BASIC:

- VV.AA: *GPS NOTARIAL* (Dir. Ubaldo Nieto Carol). Editorial Tirant lo Blanch, Valencia, 2019.

### COMPLEMENTARY:

- JIMÉNEZ GALLEGU, Carlos: *Función Notarial y Jurisdicción Voluntaria*, Tirant lo Blanch, Valencia 2017.

- VV.AA: *Jurisdicción Voluntaria Notarial* (Dir. C. P. Barrio del Olmo), Thomson Reuters Aranzadi, Cizur Menor (Navarra), 2015