

# STEP

## STEP Newsletter

November, 1 Edition, 2011

ELSA STEP Newsletter



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The European Law Students' Association

# Partner of ELSA International



## Law . Tax

**STEP is a Student Trainee Exchange Programme that enables law students and young lawyers to gain first hand experience of the substantive and procedural law as well as the culture of another country.**

The traineeships are between 2 weeks and 2 years and can take place in any law related area: law firms, courts, public institutions, universities, banks, in-house legal departments, consulting firms and international organisations.

Each year ELSA offers traineeship opportunities all over Europe and occasionally in the other parts of the world. Before and during the traineeship, ELSA provides assistance in finding accommodation, applying for visas, when necessary, and organising social events to involve the trainee in the daily life of the local community.

In this catalogue, you will find the available traineeship opportunities. For further information and guidelines to how to fill in the application form, check <http://www.elsa.org/traineeships/howtoapply.html> or contact your Local ELSA Group. **Do not forget, the applications sent directly to the employers will not be taken into consideration.**

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# Czech Republic



**TRAINEESHIP ID: TN-CZ/01**

**STEP Employer: The Supreme Administrative Court of Czech Republic**  
**City: Brno**

## **GENERAL INFORMATION**

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Organisation Type:

Court

ELSA Group:

ELSA Czech Republic

## **DESCRIPTION OF THE EMPLOYER**

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The Supreme Administrative Court of the Czech Republic, seated in Brno, is the highest judicial authority in matters falling within the competence of administrative courts. It also has jurisdiction over many political matters, such as the formation and closure of political parties, jurisdictional boundaries between government entities, and the eligibility of persons to stand for public office. Like many administrative courts in Europe it is considered a separate part of the judiciary.

## INFORMATION ABOUT THE TRAINEESHIP

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Tasks:	The Trainee shall be able to participate on elaboration of legal comparative analysis of both, legislation and case law. The trainee will conduct a legal research and summarize the case-law of the European Court of Justice and European Court of Human Rights, as well as of the supreme national jurisdictions in the EU. He/she will get to know how to work with databases, e.g. Eur-Lex, HUDOC or JuriFast.
Net salary:	Unpaid. Accommodation will be provided free of charge by ELSA Brno.

## ADMINISTRATIVE INFORMATION

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Preferred Start Date:	01st February 2012
Preferred End Date:	31st March 2012
Duration of the Traineeship:	2 months
Required Graduation Level:	Undergraduate

## LEGAL STUDIES

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Advanced level:	Social Security Law; Tax Law; Administrative Law.
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## LANGUAGE SKILLS

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Fluent:	English
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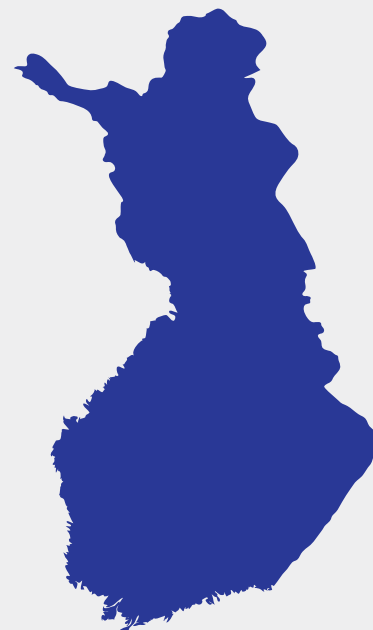
## INFORMATION ABOUT BRNO

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The city of Brno, the second largest city in the Czech Republic with almost 400,000 inhabitants, lies in the centre of Europe. Other important large European cities can be found within a radius of 120 to 200 km from Brno: Prague, Vienna and Bratislava. Brno is an administrative and cultural centre of the South Moravian Region and it lies in a basin of the Svatka and Svitava rivers which is surrounded by forested hills from three sides. Over the past two decades Brno evolved into an important university city, the number of students of higher education institutions reached 89 thousand in 2010. The city also became home to a number of institutions directly related to research and development, like the Central European Institute of Technology (CEITEC), or the International Clinical Research Centre in Brno (ICRC). In this city you will find interesting Art Nouveau houses, Gothic and Baroque churches, great ice creams, cheap operas and all summer long techno raves. Brno is also the capital of judicial authority of the Czech republic because it is the seat of the Constitutional Court, the Supreme Court, the Supreme Administrative Court, and the Supreme Prosecutor's Office. Besides that, the city is significant administrative centre.

**DO NOT MISS THE DEADLINE TO APPLY: 11th December 2011**

# Finland



**TRAINEESHIP ID: TN-FI/01**

**STEP Employer: University of Lapland, Faculty of law**

**City: Rovaniemi**

## **GENERAL INFORMATION**

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Organisation Type:

Educational Institute

ELSA Group:

ELSA Finland

## **DESCRIPTION OF THE EMPLOYER**

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University of Lapland is an international, multidisciplinary university whose areas of expertise include Arctic affairs and tourism research. As a research-based higher education institution, our teaching and research facilities offer students and scholars the opportunity to pursue academic excellence, at all levels - all the way up to PhD studies - in the fields of arctic issues, tourism, art and design, law, education and the social sciences. Our state-of-the-art research facility, the Arctic Centre, conducts internationally recognized, cutting-edge research on the interactions between people and the environment in the Arctic.

## INFORMATION ABOUT THE TRAINEESHIP

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Tasks:	The Trainee will function as a liaison between the faculty and incoming exchange students. He/She will collect information from our partner universities in his/her native language area. Trainee will draft ERASMUS agreements and correspondence included to that. (Model will be provided) Assessment of application procedure and information retrieval.
Net salary:	500 € per month

## ADMINISTRATIVE INFORMATION

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Preferred Start Date:	9th January 2012
Preferred End Date:	9th March 2012
Duration of the Traineeship:	2 months
Required Graduation Level:	Undergraduate

## LEGAL STUDIES

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General level:	Contract Law; Administrative Law; Public International Law.
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## LANGUAGE SKILLS

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Fluent:	English
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## INFORMATION ABOUT ROVANIEMI

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Rovaniemi is a dynamic and growing city, with a diverse, strong business structure. The city has a highly-educated work force willing to commit themselves on offer, with high-quality services and expertise. In proportion to the rest of the population (60, 000), the number of creative professionals in Rovaniemi is the third highest in Finland. As the capital of Lapland, Rovaniemi attracts operators in the trade sector. The population base of the province itself, outside of customers and tourism, are all aspects that contribute to the growth of purchasing power in the region. With improved purchasing power, the supply in the sector has increased and the status of Rovaniemi as a trade centre has further improved with the introduction of new trade projects. Rovaniemi is a unique tourist destination and an international centre of tourism. The city is home to a vibrant concentration of tourist businesses, with networks in place that enable them to operate in other areas of Lapland. There is extensive education in the field of tourism in the city, including the multidisciplinary research on tourism performed by the universities.

**DO NOT MISS THE DEADLINE TO APPLY: 15th December 2011**

# Georgia



**TRAINEESHIP ID: TN-GE/01**

**STEP Employer: LEPL Regional Centre for Research and Promotion of Constitutionalism**

**City: Batumi**

## **GENERAL INFORMATION**

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Organisation Type:

Educational Institute

ELSA Group:

ELSA Georgia

## **DESCRIPTION OF THE EMPLOYER**

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The Constitutionalism Centre works for promotion of the Constitution as the core value in the society, promotion of formation of the civil society, promotion of establishment of supremacy of law, promotion of the legal and political culture, establishment of the system based on the principles of constitutionalism.

## INFORMATION ABOUT THE TRAINEESHIP

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Tasks:	The Trainee will be mainly dealing with doing research in different legal issues, which relate to the constitutional programmes as well as writing the Project drafts and dealing contacts with similar organizations.
Net salary:	250 € per month

## ADMINISTRATIVE INFORMATION

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Preferred Start Date:	25th January 2012
Preferred End Date:	25th March 2012
Duration of the Traineeship:	2 months
Required Graduation Level:	Graduated

## LEGAL STUDIES

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Advanced level:	Constitutional Law; Human Rights; European Constitutional Law
General level:	Legal Theory; Public International Law; Private International Law; Comparative Law; European Economic Law; International Contract Law

## LANGUAGE SKILLS

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Fluent:	English
Good:	French

## INFORMATION ABOUT BATUMI

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Batumi is a seaside, beautiful and subtropical city on the Black Sea coast in southwest Georgia. Sometimes Batumi is considered Georgia's second capital, with a population of 121,806. Batumi serves as an important port and a commercial center. It is situated in a subtropical zone, rich in agricultural produce such as citrus fruit and tea. Tourists who travel to Batumi Georgia admire this exotic-looking city, with its palm trees waving in the breeze, blue skies, and golden sunshine. There are lovely magnolia trees scented the air with their sweet-fragranced flowers. Oleander trees sparkle with brightly – colored flowers of red, white, orange, yellow and pink. The air of the city is also fragrant with the citrus scent of flowering lemon and orange trees. This flowering and fragrant border town is both an old trading post and a modern industrial city. An indisputable highlight of the tour of Georgia is the stunning botanical gardens in Batumi. The city is also the home of a wonderful dolphinarium, of which the local citizens are quite proud. In Batumi tourists will find a great variety of other entertainment facilities.

**DO NOT MISS THE DEADLINE TO APPLY: 20th December 2011**



# Georgia



**TRAINEESHIP ID: TN-GE/02**

**STEP Employer: Ministry of Justice of Georgia**

**City: Tbilisi**

## **GENERAL INFORMATION**

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Organisation Type:

Government

ELSA Group:

ELSA Georgia

## **DESCRIPTION OF THE EMPLOYER**

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The Training Center of Justice provides trainings for the staff of the Ministry of Justice and the Prosecutor's office throughout Georgia. Various training are conducted for all the institutions that are under Ministry of Justice, such as Civil registry, Public registry, National bureau of Enforcement and etc. in order to strengthen and improve the professional skills, access to information, get more experienced that enables them to perform effectively. The Training Center of justice also provides different kind of trainings as for the students, as well as the staff of the other ministries.

## INFORMATION ABOUT THE TRAINEESHIP

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Tasks:	The Trainee should conduct Legal English trainings for the staff of the Ministry of Justice of Georgia, in order to teach them Legal English, specially covering terms related to Criminal Law/Procedure. In addition, the trainee should be able to provide with a research about different countries' experience in Criminal Law/Procedure.
Net salary:	200 € per month

## ADMINISTRATIVE INFORMATION

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Preferred Start Date:	9th January 2012
Preferred End Date:	9th April 2012
Duration of the Traineeship:	3 months
Required Graduation Level:	Graduated

## LEGAL STUDIES

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General level:	Legal Theory; Criminal Law; Criminal Procedure;
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## LANGUAGE SKILLS

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Fluent:	English
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## INFORMATION ABOUT TBILISI

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Tbilisi is the capital and the largest city of Georgia, lying on the banks of the Mt'k'vari River. Founded in the 5th century by Vakhtang Gorgasali and made into a capital in the 6th century, Tbilisi is a significant industrial, social, and cultural centre. Tbilisi is warm and outgoing city of fascinating historical attractions, excellent restaurants, tasty wine and inviting sulphur baths, the Georgian capital Tbilisi offers diverse attractions to the adventurous visitors who come here. Monasteries, wineries, art galleries and much more awaits you in this rebuilt and welcoming Caucasian city. Tbilisi is the place to go if you want to explore Georgian lifestyle and admire the never-giving-up nature of the fun-loving and hospitable Georgian people who are also experts of building again whatever has been destroyed in the violent history of this developing city. Georgia is one of the places where you will not be stressed by money issues. The prices in Tbilisi are relatively low for practically anything.

**DO NOT MISS THE DEADLINE TO APPLY: 10th December 2011**

# Germany



**TRAINEESHIP ID: TN-DE/02**

**STEP Employer: Pellon & Associados Europe LLP**

**City: Düsseldorf**



## GENERAL INFORMATION

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Organisation Type:

Law Firm

ELSA Group:

ELSA Germany

## DESCRIPTION OF THE EMPLOYER

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Pellon & Associados Europe LLP is the European representative office of the Brazilian Law firm Pellon & Associados and as such serves a “bridge function“ between Latin America and Europe by aiding European (especially German) clients on thier way to Brazil (and other Latin American countries) as well as vice versa. Aside from this, the firm offers cross-border legal services throughout Europe with a special focus on Germnay, Austria, Portugal, Spain, Sweden and the UK. The Firm is active in all areas of commercial law, with a special focus on (international) trade and corporate law as well as intellectual property law.

## INFORMATION ABOUT THE TRAINEESHIP

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Tasks: The Trainee will assist the German and/or Brazilian lawyers with their respective legal work. He/she is free to choose preferred field of practice. In addition to this, the work is likely to involve tasks such as helping with the firm's newsletter, preparing workshops and similar events, co-authoring articles for legal journals, working on the firm's web-site and/or performing translation work. The trainee will be given chance to attend client meetings as well as court hearings.

Net salary: 200 € per month

## ADMINISTRATIVE INFORMATION

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Preferred Start Date: 1st February 2012  
Preferred End Date: 31st March 2012  
Duration of the Traineeship: 2 months  
Required Graduation Level: Undergraduate

## LEGAL STUDIES

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Advanced level: Civil Law; Commercial Law;  
General level: Contract Law; Industrial & Intellectual Property Law; Private International Law; Civil Procedure; Corporate Law.

## LANGUAGE SKILLS

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Fluent: English, German, Portuguese or Swedish  
Good: At least of another one of aforementioned.

## INFORMATION ABOUT DÜSSELDORF

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Düsseldorf is considered as one of the most modern German cities. Düsseldorf lies at the centre of the Lower Rhine basin, on a River delta, where the Düssel flows into the Rhine. Across the Rhine, the city of Neuss was built on the delta of the Erft river. Düsseldorf lies southwest of the Ruhr urban area, and in the middle of the Rhine-Ruhr metropolitan region. Düsseldorf is not only widely known as a centre of German advertising and fashion industries: in the last few years the city on the Rhine has become one of the top telecommunications centres in Germany. There are 18 internet service providers located in the capital of North-Rhine Westphalia. With two of the four big German providers of mobile frequencies, D2 Vodafone and E-Plus, Düsseldorf leads the German mobile phone market. Today, 671.000 people enjoy a modern living in the city.

**DO NOT MISS THE DEADLINE TO APPLY: 15th December 2011**

# Luxembourg



**TRAINEESHIP ID: TN-LU/01**  
**STEP Employer: EFTA Court**  
**City: Luxembourg**

## **GENERAL INFORMATION**

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Organisation Type:	Court
ELSA Group:	ELSA Luxembourg

## **DESCRIPTION OF THE EMPLOYER**

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The Court of Justice of the European Free Trade Association States (more commonly known as the EFTA Court) is a supranational judicial body responsible for the three EFTA members who are also members of the European Economic Area (EEA): Iceland, Liechtenstein and Norway. The three main judicial functions of the EFTA Courts are: Appeals against decisions of the EFTA surveillance Authority, in particular in the field of competition/state aid; actions for failure to fulfil obligations under the EEA agreement against EFTA-EEA states; and preliminary reference (Advisory Opinion) proceedings from national courts of the EFTA-EEA states.

## INFORMATION ABOUT THE TRAINEESHIP

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Tasks:	The Trainee will work in the cabinet of the President of the Court (The Liechtenstein Cabinet.) The tasks will be somewhat depend on the workload of the Court, but may include: - assistance in the preparation of internal memos and preparatory court documents; - research for pending cases; - assistance and research for the academic work of the President.
Net salary:	2500 € per month

## ADMINISTRATIVE INFORMATION

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Preferred Start Date:	1st February 2012
Preferred End Date:	31st May 2012
Duration of the Traineeship:	4 months
Required Graduation Level:	Graduated

## LEGAL STUDIES

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Advanced level:	European Economic Law.
General level:	Civil Law; Administrative Law; Constitutional Law; Civil Procedure; European Constitutional Law; European Competition Law; European Economic Law.
	A doctoral thesis project is not required, but considered as an asset.

## LANGUAGE SKILLS

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Fluent:	English & German
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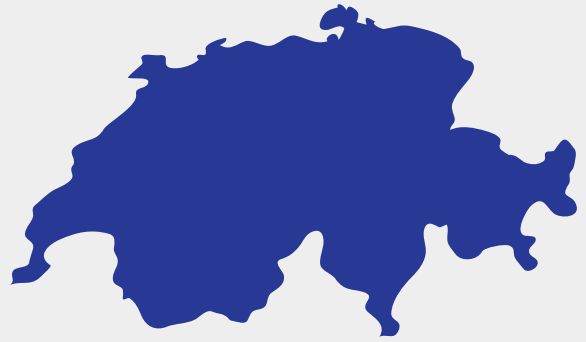
## INFORMATION ABOUT LUXEMBOURG

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Luxembourg City is the capital city of the Great Duchy of Luxembourg. It is a commune with city status. It lies at the heart of Western Europe, in the southern part of the country, at the confluence of Alzette and Pétrusse rivers. It is one of the wealthiest cities in the world. Luxembourg City is rich in number of bridges and viaducts, to the most famous belongs Adolphe Bridge, the Grand Duchess Charlotte Bridge, and the Passerelle. Much of the area is covered by parks, forests areas and sites of important heritage (mostly UNESCO). Luxembourg City is subdivided into twenty-four quarters. The city's climate is characterized by mild temperatures and high precipitation. Luxembourg City is banking and administrative centre. Several institutions of European Union have their seat here – European Court of Justice, the European Court of Auditors, the European Investment Bank and the secretariat of the European Parliament. The majority of these institutions are located in the Kirchberg quarter, in the northeast of the city.

**DO NOT MISS THE DEADLINE TO APPLY: 2nd December 2011**

# Switzerland



**TRAINEESHIP ID: TN-CH/02**

**STEP Employer: De Preux, Besso & Schmidt**

**City: Lausanne**

## **GENERAL INFORMATION**

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Organisation Type:

Notary

ELSA Group:

ELSA Switzerland

## **DESCRIPTION OF THE EMPLOYER**

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De Preux, Besso & Schmidt is the civil law notary involved in real estate, company law, estate planning and management (including tax law.)

## INFORMATION ABOUT THE TRAINEESHIP

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Tasks:	Trainee will be responsible for drafting contracts, international estate management. Trainee will be assisting the board member by making useful and short legal research.
Net salary:	2400 CHF per month

## ADMINISTRATIVE INFORMATION

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Preferred Start Date:	1st February 2012
Preferred End Date:	31st March 2012
Duration of the Traineeship:	8 weeks
Required Graduation Level:	Graduated

## LEGAL STUDIES

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Advanced level:	Civil Law; Family and Inheritance law; Private International Law; Corporate Law.
General level:	Contract Law; Property Law; International taxation; Commercial Law; Comparative Law

## LANGUAGE SKILLS

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Fluent:	English
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## INFORMATION ABOUT LAUSANNE

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Lausanne is a city in Romandy the French-speaking part of Switzerland, and is the capital of the canton of Vaud. The seat of the district of Lausanne, the city is situated on the shores of Lake Geneva. It faces the French town of Évian-les-Bains, with the Jura mountains to its north-west. Lausanne is located 62 km northeast of Geneva. Its population of 125,885, making it the fourth largest city of the country, with the entire agglomeration area having over 330,000 inhabitants. Lausanne is very cultural and attractive city for the foreigners throughout the world.

**DO NOT MISS THE DEADLINE TO APPLY: 15th December 2011**



# The Netherlands



**TRAINEESHIP ID: TN-NL/02**  
**STEP Employer: Wolf Legal Publishers**  
**City: Oisterwijk**

## GENERAL INFORMATION

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Organisation Type:	Publisher
ELSA Group:	ELSA Tilburg

## DESCRIPTION OF THE EMPLOYER

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Wolf Legal Publishers is a Publisher and legal research Institute, focusing on issues related to International (criminal) tribunals and comparative research.

## INFORMATION ABOUT THE TRAINEESHIP

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Tasks:	Trainee will be responsible to collect, research and analysing of legal documents. Furthermore, the Trainee will give report to the stuff, participate in the preparation of conferences/seminars. The Trainee will be also dealing with the power point presentations.
Net salary:	300 EUR per month

## ADMINISTRATIVE INFORMATION

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Preferred Start Date:	1st April 2012
Preferred End Date:	30st June 2012
Duration of the Traineeship:	3 months
Required Graduation Level:	Graduated

## LEGAL STUDIES

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Advanced level:	Public International Law; Criminal Procedure;
General level:	Constitutional Law; Environmental Law; Human Rights; Comparative Law; European Constitutional Law.

## LANGUAGE SKILLS

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Good:	English
Basic	French and/or German

## INFORMATION ABOUT OISTERWIJK

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Oisterwijk a city in the South of the Netherlands. Oisterwijk, The Pearl of Brabant, is a dynamic, green district council in Central Brabant. The district council is made up of the Oisterwijk and Moergestel cores and the community of Heukelom and boasts over 25.000 inhabitants. Oisterwijk is a hospitable and varied district council, where living and recreational activities are very much enjoyed by all. A district council surrounded by a great deal of natural beauty, of which the forests and fens enjoy national recognition, with plenty of possibilities on offer for extensive cycling or walking tours. The district council is also characterised by its extraordinarily extensive and thriving social life. Oisterwijk also boasts a facilities package which any medium sized town would be proud of. The centre of the Oisterwijk core offer tourists an attractive holiday climate as a result of its characteristic village core, a very attractive offering of shops and a wide range of catering establishments with cosy terraces.

**DO NOT MISS THE DEADLINE TO APPLY: 25th January 2012**

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The European Law Students' Association