

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ON

COURSE OUTLINE

COURSE TITLE: Estate Administration

CODE NO.: Law 114-5

SEMESTER: Spring

PROGRAM:

AUTHOR: Angelo V. Aiello

DATE: PREVIOUS OUTLINE DATED:

APPROVED: \_\_\_\_\_  
DEAN

\_\_\_\_\_  
DATE

TOPICS TO BE COVERED:

- 1) Courts, Wills (various types) Regulators of Wills & Testaments Capacity
- 2) Administration of Estate prior to obtaining Grant of Administration
- 3) Various types of letters testamentary
- 4) Realization of Assets in estate
- 5) Passing of Accounts and Tax Returns

etc

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TOTAL CREDIT HOURS 45

PREREQUISITE(S): \_\_\_\_\_  
\_\_\_\_\_

**I. PHILOSOPHY/GOALS:** to enable student to understand the various procedures of Grants of Probate and Administration including the preparation of all documents to obtain the same as well as looking at the role of the personal representative and the solicitor in the processing of the estate.  
\_\_\_\_\_  
\_\_\_\_\_

**II. STUDENT PERFORMANCE OBJECTIVES:**

Upon successful completion of this course the student will:

- 1) Know general procedures in settling an estate
- 2) Recognize and prepare applications for various grants of Probate & Administration
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

**III. TOPICS TO BE COVERED:**

**Approximate Time  
Frames (Optional)**

- 1) Courts, Wills (various Types) Requisites of Wills & Testamentary Capacity
- 2) Administration of Estate prior to obtaining Grant of Probate of Administration
- 3) Various Types of Letters Testamentary
- 4) Realization of Assets in estate
- 5) Passing of Accounts and Tax Returns

etc.

IV.

LEARNING ACTIVITIES

REQUIRED RESOURCES

How to complete various Letters Testamentary using Court forms prescribed for each one

Your instructor reserves the right to modify the course as he/she deems necessary to meet the needs of students.  
accommodations confidentially with the instructor  
hearing impairments, learning disabilities) are encouraged to discuss required  
Students with special needs (e.g. physical limitations, visual impairments)

VII. SPECIAL NOTES

Audiotape Section (FILMS, FILMSTRIPS, TRANSPARENCIES)

Periodical Section (MAGAZINES, ARTICLES)

CALL NUMBER IF APPLICABLE / SEE ATTACHED  
Book Section (TITLE, PUBLISHER, EDITION, DATE, LIBRARY  
EXAMPLE)

VII. ADDITIONAL RESOURCE MATERIALS AVAILABLE IN THE COLLEGE LIBRARY:

VI. REQUIRED STUDENT RESOURCES

Final test  
Mid-term test

V. EVALUATION METHODS (INCLUDING ATTENDANCE REQUIREMENTS, ETC.)

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**V. EVALUATION METHODS: (INCLUDES ASSIGNMENTS, ATTENDANCE REQUIREMENTS, ETC.)**

mid-term test  
final test

**VI. REQUIRED STUDENT RESOURCES**

Estate Administration- A Solicitor's Reference Manual                      Armstrong

**VII. ADDITIONAL RESOURCE MATERIALS AVAILABLE IN THE COLLEGE LIBRARY:**

Book Section (TITLE, PUBLISHER, EDITION, DATE, LIBRARY CALL NUMBER IF APPLICABLE - SEE ATTACHED EXAMPLE)

Periodical Section (MAGAZINES, ARTICLES)

Audiovisual Section (FILMS, FILMSTRIPS, TRANSPARENCIES)

**VIII. SPECIAL NOTES**

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