

Certificate Course on

The Fundamentals of Legal Drafting

07 December 2025– 29 March 2026



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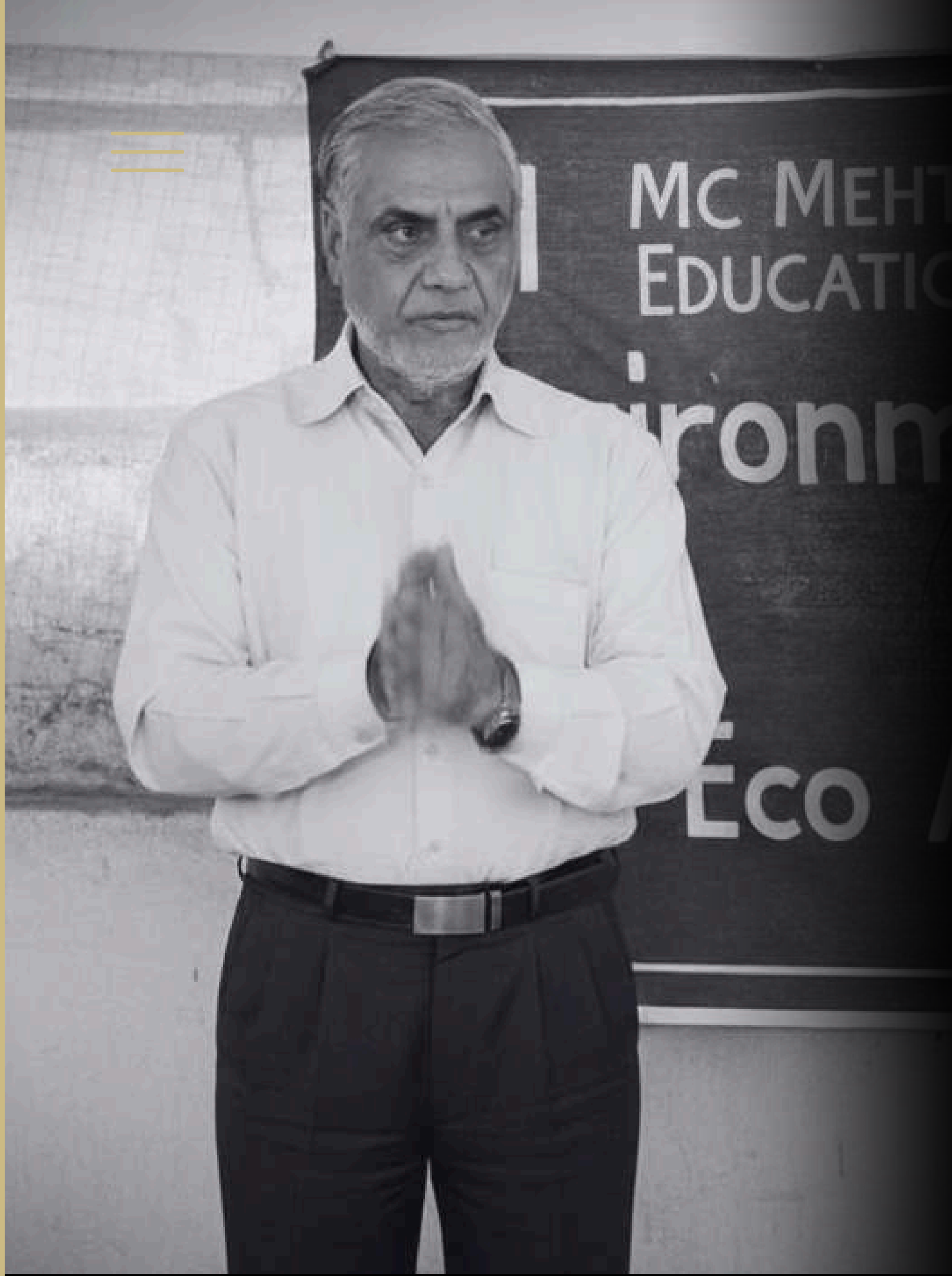
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ABOUT US

The M.C. Mehta Centre for Education and Research distinguishes itself by combining decades of environmental advocacy with vast legal and policy experience. The Centre, founded on the legacy of Shri M.C. Mehta, India's leading environmental lawyer and the recipient of global honours such as the Padma Shri, Ramon Magsaysay Award, and UNEP Global 500, is uniquely positioned to provide principled and practical training. The Centre is committed to teaching the next generation of environmental professionals in the same way that it has shaped groundbreaking environmental jurisprudence in India.

This course is designed for law students and professionals who seek practical training in the fundamentals of legal drafting and procedural law. The curriculum focuses on the precision required for effective legal writing, offering a systematic understanding of how pleadings, petitions, and contracts are prepared and presented before various legal forums. It combines theoretical grounding with hands-on drafting exercises that are necessary for a lawyer to succeed in litigation as well as corporate and advisory practice.

PADMA SHRI MAHESH CHANDER MEHTA

Advocate Mahesh Chander Mehta is a pioneering public interest lawyer whose landmark environmental cases have redefined India's legal framework and strengthened environmental governance. Internationally acclaimed for his relentless pursuit of environmental justice, his cases have established key legal principles such as strict liability, the Polluter Pays Principle, and the Precautionary Principle.

Recipient of the Padma Shri, Ramon Magsaysay Award, UNEP Global 500 Award, among others, Advocate M.C. Mehta's landmark cases include Oleum Gas Leak (corporate liability), Ganga Pollution (industrial regulation), Taj Mahal Preservation (pollution control), Lead-Free Gasoline (air quality reform), Bichhri Groundwater Pollution (toxic cleanup), Tamil Nadu Tanneries (compensation for water pollution), and the Prawn Farming case (coastal zone protection). His work continues to shape India's environmental policy and legal consciousness.





ABOUT THE PROGRAM

The Certificate Course on '**The Fundamentals of Legal Drafting**' is a practical, skill-based program designed to train law students and professionals in the art of effective legal drafting across civil, criminal, matrimonial, and commercial domains. Conducted online every Sunday, the course emphasizes real-world formats and procedural understanding, of the subject complimented by hands-on drafting exercises. Participants will learn the structure and language of legal pleadings, court submissions, and contractual documents through guided sessions, assignments, and feedback from experienced legal practitioners.

Spanning over four months, the program aims to strengthen both technical knowledge and drafting confidence—two essential elements for success in litigation and corporate law practice.



HIGHLIGHTS OF THE PROGRAM

01



Comprehensive coverage of four drafting areas: Civil, Criminal, Matrimonial, and Contractual.

02



Interactive online classes with guided drafting demonstrations.

03



Assignments and exercises evaluated with feedback from expert legal practitioners.

04



Practical case-based learning focused on real court formats.

05



Certificate of Completion issued by the M.C. Mehta Centre for Education and Research.

06



Exclusive learning material and access to specialised resources.

07



Suitable for students, early career professionals, and practicing advocates.



COURSE CONTENT

Month 1: Civil Drafting

Introduction to Civil Drafting & Court Structure

- Structure and essentials of pleadings under CPC
- Drafting rules, format, and verification
- Order VI & VII of CPC – foundation of pleadings
- Caveat under Section 148-A CPC
- Suit for recovery under Order XXXVII CPC

Drafting of Affidavits and Notices

- Essentials, verification, attestation
- Draft affidavit formats (Order XIX CPC)
- Legal notice and reply drafting
- Suit for Permanent Injunction
- Application for Temporary Injunction (Order XXXIX Rules 1 & 2 CPC)

Drafting of Plaint & Applications under Civil Procedure

- Section-wise drafting under CPC for High Court (WP)
- Section-wise drafting under CPC for Supreme Court (SLP)
- Application under Order XXXIX Rule 2-A – breach of injunction
- Application under Order XXXIII with Section 151
- Application for execution of decree

Civil Suits and Written Statements

- Drafting Plaint (recovery, injunction, ejectment, specific performance)
- Drafting Written Statements and Counterclaims
- Transfer Petition (Civil) under Section 25 CPC

Writs & Constitutional Petitions

- Introduction to Writs and Articles 32, 226, 136
- Writ Petition (Civil and Criminal) formats
- Special Leave Petition (Civil & Criminal) before Supreme Court



COURSE CONTENT

Month 2: Criminal Drafting

Introduction & Structure to Criminal Pleadings

- Overview of Criminal Courts and CrPC framework
- Types of Pleadings – Complaints, FIRs, Bail, Revisions
- Difference between Cognizable and Non-Cognizable cases

Drafting of Criminal Complaints & FIR

- FIR under Section 154 CrPC/Section 173(1) BNSS
- Private Complaint under Section 200 CrPC/Section 223 BNSS
- Complaint under Section 138 Negotiable Instruments Act, 1881

Bail Applications (Anticipatory & Regular)

- Drafting of Regular Bail under Section 437 CrPC/Section 480 BNSS
- Drafting of Anticipatory Bail under Section 438(6) CrPC/Section 482 BNSS
- Key ingredients and grounds in bail drafting

Appeals, Revision & Miscellaneous Petitions

- Criminal Appeal under Section 372 CrPC and Revision under Section 397 CrPC
- Application under Section 125 CrPC/Section 144 BNSS
- Contempt Petition under Sections 11 & 12 Contempt of Courts Act, 1971



COURSE CONTENT

Month 3: Matrimonial Drafting

Introduction to Matrimonial Pleadings

- Family Court structure and jurisdiction
- Drafting rules under HMA and Family Courts Act
- Affidavit formats in matrimonial pleadings

Divorce & Restitution Petitions

- Petition under Section 9 HMA – Restitution of Conjugal Rights
- Petition under Section 10 HMA – Judicial Separation
- Procedural stages and Interim Maintenance Applications

Divorce Petitions

- Petition for Divorce under Section 13 HMA – Cruelty, Desertion, Conversion
- Petition under Section 13B – Mutual Consent Divorce
- Draft Affidavit and Annexures

Maintenance, Custody & Domestic Violence Petitions

- Application under Section 24 & 25 HMA–Maintenance
- Petition under Section 125 CrPC
- Petition under Section 12 of the Protection of Women from Domestic Violence Act, 2005
- Guardian and Wards Act – Custody Petitions



COURSE CONTENT

Month 4: Contract & Commercial Drafting

Introduction to Contract & Commercial Drafting

- Principles of drafting – Clarity, Intent, Enforceability
- Recitals, Definitions, Operative and Boilerplate Clauses
- MoUs, Service Agreements, NDAs

Property & Conveyancing Drafts

- Sale Deed, Lease Deed, Mortgage Deed
- Gift Deed, Will, Power of Attorney
- Registration and stamping essentials

Partnership, Trust & Arbitration Drafts

- Partnership Deed, Trust Deed, Deed of Dissolution
- Drafting Dispute Resolution Clause
- Commercial Dispute Drafting Basics

Succession & Probate Petitions

- Petition for Grant of Probate under ISA, 1925
- Petition for Letters of Administration & Succession Certificate
- Consumer Complaint under CPA, 2019

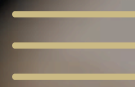


WHO IS IT FOR?

This course is for:

- Law students who wish to master the fundamentals of pleadings and procedural drafting.
- Young advocates preparing for independent litigation practice.
- In-house counsels seeking to refine their drafting and documentation skills.
- Legal researchers, paralegals, and corporate law professionals who regularly prepare legal documents.
- Anyone wanting to pursue a structured understanding of how legal drafts and pleadings are built and presented.





CAREER ADVANCEMENT

Legal drafting is the foundation of every legal career—whether in litigation, corporate practice, or academia. By the end of this course, participants will:

Acquire proficiency in preparing legally sound documents.

Be able to draft petitions, complaints, affidavits, notices, agreements and so forth independently.

Strengthen drafting skills by articulating with clarity, accuracy, and appropriate use of legal language.

Build a professional drafting portfolio for future employment work.

Gain insights from experienced faculty that bridge academic learning with practical application.

Enhance procedural understanding and drafting accuracy across civil, criminal, matrimonial, and commercial matters.

Successful completion of the program will enhance chances of your employability in law firms, corporate legal departments, and litigation offices.



COURSE FACULTY



Dr. Tarini Mehta

Founding Partner, Tarini Mehta & Partners, Advocate and ESG Consultant, GARP-SCR Certified Sustainability and Climate Risk Expert.

Dr. Tarini Mehta is an Academician, Advocate, and ESG Consultant with expertise in ESG and Climate Risk, as well as Environmental and International Law. She is also a founding partner of a leading ESG and Legal Consulting Firm. She has held key academic positions at O.P. Jindal Global University, as well as advised institutions such as UK Focal Point for the EU Fundamental Rights Agency, Normandy Chair for Peace, and International Bar Association. Holding a Doctorate in International Environmental Law from Pace University, LLM from University of Cambridge, LLB from University of Warwick, and certifications in sustainability, climate risk, and ESG from the Global Association of Risk Professionals, University of Pennsylvania, and Deloitte, she leads in sustainability and ESG compliance.



Ashita Chawla

Advocate on Record, Supreme Court of India; Founding and Managing Partner, Convalex Legal; Independent Director

Ashita Chawla is an Advocate on Record in the Supreme Court of India with more than 7 years of experience. She has handled a wide variety of high profile cases including litigation for the Government of India and State Governments, PSU's as well as cases for leading Corporate clients like Tata, Adani, Reliance etc. Some of the leading cases on which she has worked includes the 9000 Cr Delhi Metro Rail V Reliance Infra, Google v Competition Commission, VVPAT case, Gyanvapi Masjid before Constitutional Benches. She has practiced across various Courts in Delhi in civil, criminal and family law matters. She has also practiced in the High Courts of Patna, Allahabad and Madhya Pradesh. She completed her legal education from the Campus Law Centre, University of Delhi and her bachelor's from St. Stephen's College, University of Delhi.



COURSE DETAILS

Duration: 07 December 2025– 29 March 2026

Mode: Online Classes (Every Sunday)

Structure: 16 Weeks | 17 Classes

01

Month 1 – Civil Drafting: Affidavits, Plaints, Written Statements, and Applications under CPC

02

Month 2 – Criminal Drafting: Complaints, FIRs, Bail Applications, Revisions, and Appeals

03

Month 3 – Matrimonial Drafting: Petitions under Hindu Marriage Act, Maintenance, Custody Laws

04

Month 4 – Contract & Commercial Drafting: Agreements, MoUs, Service Contracts, and Legal Notices

two enhance the learning experience, each class includes a drafting session and a practical assignment such as drafting a **Plaint, Affidavit, Complaint, or Contract Clause.**



COURSE PACKAGES

Module

01

**Month 1:
Civil Drafting**

INR 9,000/-

*Exclusive of GST

Module

02

**Month 2:
Criminal Drafting**

INR 9,000/-

*Exclusive of GST

Module

03

**Month 3:
Matrimonial
Drafting**

INR 9,000/-

*Exclusive of GST

Module

04

**Month 4:
Contract &
Commercial
Drafting**

INR 9,000/-

*Exclusive of GST

***DISCOUNTS & COURSE PACKAGES ARE AVAILABLE. CONTACT OUR TEAM FOR MORE INFORMATION.**



COURSE PACKAGES

Civil Drafting Criminal Drafting

Deliverables

- Certificate of Completion
- Access to course materials on the LMS Portal (2 additional months after the course ends).
- Access to class recordings on the LMS Portal (2 additional month after the course ends).
- Access to Class PPTs
- Optional Letter of Recommendation to best participants
- 20+ Sample Drafts

INR 15,300/-

*Exclusive of GST

Civil Drafting Criminal Drafting Matrimonial Drafting

Deliverables

- Certificate of Completion
- Access to course materials on the LMS Portal (2 additional months after the course ends).
- Access to class recordings on the LMS Portal (2 additional month after the course ends).
- Access to Class PPTs
- Optional Letter of Recommendation to best participants
- 20+ Sample Drafts

INR 21,600/-

*Exclusive of GST

Civil Drafting Criminal Drafting Matrimonial Drafting Contract & Commercial Drafting

Deliverables

- Certificate of Completion
- Access to course materials on the LMS Portal (2 additional months after the course ends).
- Access to class recordings on the LMS Portal (2 additional month after the course ends).
- Access to Class PPTs
- Optional Letter of Recommendation to best participants
- 20+ Sample Drafts

INR 27,000/-

*Exclusive of GST

***DISCOUNTS & COURSE PACKAGES ARE AVAILABLE. CONTACT OUR TEAM FOR MORE INFORMATION.**

HOW TO APPLY

TO APPLY OR KNOW MORE ABOUT THE COURSE STRUCTURE, CURRICULUM, ELIGIBILITY, AND ENROLMENT PROCESS, PLEASE REACH OUT TO US. OUR TEAM WILL BE GLAD TO PROVIDE FURTHER DETAILS AND ASSIST YOU WITH YOUR APPLICATION.

 **CONTACT: +91-9211981186**

 **EMAIL: INFO@MCMCER.COM**

Take the next step toward strengthening your legal drafting and writing skills—enrol now to build a strong foundation for your professional legal career.



GET IN TOUCH WITH US



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