



Gyanmanjari
Innovative University

Course Syllabus
Gyanmanjari Institute of LAW
Semester-5 (LL.B)

Subject: Drafting, Pleading and Conveyance – LAWLL15526

Type of course: Compulsory Clinical Course

Prerequisite:

Students should have a basic understanding of the Indian legal system, the structure and jurisdiction of courts, the Constitution of India, and the fundamental principles of substantive and procedural laws, including Contract, Property, Family, Succession, Negotiable Instruments, BNS, BNSS, and the Civil Procedure Code. They should also possess basic legal research, legal writing, legal terminology, and analytical skills necessary for drafting pleadings, applications, notices, deeds, and other legal documents.

Rationale:

This course equips students with the practical skills required for the preparation of pleadings, legal notices, applications, conveyancing documents, and other legal instruments used in civil, criminal, constitutional, and commercial matters. It bridges the gap between theoretical legal knowledge and professional practice by developing competence in legal drafting, procedural compliance, document preparation, and effective legal communication. The course prepares students for litigation, advocacy, legal advisory, and other professional roles by enabling them to draft accurate, clear, and legally enforceable documents in accordance with applicable laws and judicial procedures.

Teaching and Examination Scheme:

Teaching Scheme			Credits	Examination Marks			Total Marks
CI	T	P	C	Theory Marks		CA	
				ESE	MSE	ALA	
05	01	00	06	100	30	20	150

Legends: CI-Classroom Instructions; T- Tutorial; P- Practical; C- Credit; SEE- Semester End Evaluation; MSE- Mid Semester Examination; CA-Continuous Assessment; ALA- Active Learning Activities.



Course Content:

Sr. No.	Course Content	Hrs.	% Weightage
1	Drafting and Pleadings: • Fundamentals of Drafting • Importance object and function and meaning of Pleadings • Amendment in Pleadings • Basic Fundamental of Conveyance • Plaint, Kinds of Plaints, Draft of Plaints & Written Statement • General Principles of drafting and relevant substantive rules • Pleadings: Civil and Criminal (Suggested) • Notice/Statutory Notice/Notice u/s 138 of N.I. Act • Memorandum of Appeal & revisions • Civil Revision Application (u/s. 115 of the CPC & under the Rent Act) • Writs under 226&32 • Criminal Complaint • Criminal Miscellaneous Application	15	20
2	Civil matters: • Suits for specific performance and breach of contract • Suits for defamation • Suit relating to easement or its violation • Suit for rent and possession Conveyance Deeds: • Caveat application • Suits for injunction • Money suit • Suit for restraining nuisance and damages • Suit for partition • Suit for dissolution of partnership and account • Appeals	15	20

3.	Matrimonial Pleadings: • Petition for Restitution of Conjugal Rights under Section 9 of the Hindu Marriage Act, 1955 • Petition for Judicial Separation under Section 10 of the Hindu Marriage Act, 1955 • Petition for Dissolution of Marriage by Decree of Divorce under Section 13 of the Hindu Marriage Act, 1955 • Pleadings under Indian Succession Act, 1925 • Petition for Grant of Probate in High Court • Petition for Grant of Letters of Administration • Constitutional Matters • Curative Petition under Article 129, 137, 141, 142 of the Constitution of India	15	20
4.	Criminal Matters • Maintenance application under BNSS • Nuisance • Theft • Rape • Cheating • Kidnapping • Dishonor of Cheque • Assault and battery • Rioting • Bail application • Memorandum of appeals • Revision and review application • Criminal complaint under BNS • Complaint of Negotiable Instrument U/s 138 • Miscellaneous Pleadings • Contempt Petition under Section 11 and 12 of The Contempt of Courts Act, 1971 • Complaint under Section 12 of Consumer Protection Act, 1986 • Petition under section 12 of Domestic Violence Act, 2005	15	20



5.	Conveyance	15	20
	• Component Parts of a Deed • Forms of Deeds and Notices • Will • Power of Attorney-General & Special • Special Power of Attorney to execute Sale Deed • Agreement to sale • Sale Deed • Lease Deed • Mortgage Deed • Partnership Deed • Deed of exchange • Gift deed • Partition deed • Trust deed • Promissory note • Affidavit • Acknowledgement • Bond • Deed of Dissolution of Partnership • Notice under section 106 of The Transfer of Property Act, 1882 • Notice under section 80 of Civil Procedure Code, 1908 • Notice under Section 138 of the Negotiable Instruments Act, 1881 & Reply to Legal Notice under Section 138 of Negotiable Instruments Act, 1881		

Continuous Assessment:

Sr. No	Active Learning Activities	Marks
1	Draft Presentation: Students are invited to pick a chit and will draft a plaint or written statement according to the problem written in chit and submit a written copy of those drafts and written statement to the concerned faculty, and also upload that file on the GMIU web portal..	10
2	Speed drafting: Faculty will provide a list of cause of action Students have to analyze these problems and present a draft within (15 minutes) maximum to the concerned faculty also and upload them on the GMIU web portal.	10
Total		20



List of Suggested Tutorials:

Sr. No	Suggested Tutorials	Credit -I (15 Hours)
1	Principles of Good Drafting (Poster making): Students shall design a poster illustrating the important principles of legal drafting, such as clarity, precision, brevity, consistency, and proper legal language. The poster should include examples and visual elements for easy understanding. Students shall explain their work during the classroom activity.	2
2	Drafting (Checklist Preparation): Under the guidance of the faculty, the students shall prepare a checklist of the essential components of a good legal draft and pleading, such as title, cause title, jurisdiction, facts, relief, verification, and annexures. The checklist should be presented in a logical sequence and supported with brief explanations. This activity helps students understand the structure of legal drafting.	1
3	Missing Clause Activity in Drafted Pleadings: Identify missing elements such as cause of action, jurisdiction, prayer clause, verification and other essential clauses in an already drafted pleading. Discuss the significance of each missing component	2
4	Debate on Manual Drafting vs. AI-Assisted Drafting: Debate the advantages, limitations and ethical concerns of preparing legal drafts manually and with Artificial Intelligence. Analyze accuracy, efficiency and professional responsibility in legal drafting.	1
5	Drafting of a Divorce Petition: Faculty will guide the students about drafting a petition for divorce based on a hypothetical matrimonial dispute. The petition should clearly state the facts, legal grounds, relief sought, and supporting documents. Proper legal drafting format should be followed throughout the document.	2
6	Brochure on Matrimonial Remedies: Students shall prepare an awareness brochure explaining the different matrimonial remedies available under family laws, such as divorce, judicial separation, restitution of conjugal rights, maintenance, and child custody. The brochure should use simple language and attractive illustrations for public awareness.	2



7	Mock Client Interview: Students shall work in pairs, where one student acts as the client and the other as an advocate. The advocate shall interview the client, collect relevant facts, and prepare a brief draft of the criminal complaint or bail application. This activity develops interviewing and drafting skills simultaneously.	1
8	Drafting of a Criminal Complaint: Students shall draft a criminal complaint based on a hypothetical offence provided by the teacher. The complaint should include all material facts, details of the offence, names of parties, and the relief sought. Students should use clear and concise legal language.	1
9	Drafting of a Sale Deed: Students under the guidance of the faculty will be engaged in hands on learning activity on drafting a sale deed relating to the transfer of immovable property based on a hypothetical transaction. The deed should contain all essential clauses, including parties, consideration, property description, covenants, and signatures. Proper legal drafting style should be followed.	2
10	Property Document Verification Report: Students shall examine sample property documents provided by the teacher, such as title deeds, encumbrance certificates, and sale deeds. They should prepare a report identifying the important legal particulars to be verified before the purchase of immovable property. The report should also mention common legal risks. This report shall be prepared by each student individually under the guidance of the faculty.	1
Total		15

Suggested Specification table with Marks (Theory):100

Distribution of Theory Marks (Revised Bloom's Taxonomy)						
Level	Remembrance (R)	Understanding (U)	Application (A)	Analyze (N)	Evaluate (E)	Create (C)
Weightage	20%	20%	20%	10%	10%	20%

Note: This specification table shall be treated as a general guideline for students and teachers. The actual distribution of marks in the question paper may vary slightly from above table.



Course Outcome:

After learning the course, the students should be able to:	
CO1	Understand the fundamental principles of pleadings, drafting, and conveyance in civil and criminal proceedings.
CO2	Develop skills to prepare conveyance documents including notices, deeds, agreements, and affidavits.
CO3	Analyze case facts to frame proper causes of action and reliefs in legal drafting.
CO4	Draft clear, precise, and legally compliant pleadings such as complaints, written statements, applications, and petitions.
CO5	Apply procedural laws and court rules while structuring legal documents for litigation and non-litigation purposes.

Instructional Method:

The course delivery method will depend upon the requirement of content and the needs of students. The teacher, in addition to conventional teaching methods by black board, may also use any tools such as demonstration, role play, Quiz, brainstorming, MOOCs etc.

From the content 10% topics are suggested for flipped mode instruction. Students will use supplementary resources such as online videos, NPTEL/SWAYAM videos, e-courses. The internal evaluation will be done on the basis of Active Learning Assignment.

Practical/Viva examination will be conducted at the end of semester for evaluation of performance of students.

Reference Books:

[1] Mogha, B. C. (2023). *Mogha's law of pleadings in India*. Eastern Law House

[2] Chaturvedi, A. N. (2025). *Principles & forms of pleadings, drafting, conveyancing with advocacy & professional ethics* (12th ed.). Allahabad Law Agency

[3] Monir, M. (2022). *Pleadings and conveyancing*. Universal Law Publishing.

