



CERTIFICATE OF JUSTICE AND  
DIPLOMA OF JUSTICE  
2022

The **School of Law and Social Sciences of The University of the South Pacific (USP)** is delighted to announce that it will extend its two programs for justice sector professionals in 2022:

- a one-year **Certificate of Justice**; and
- a two-year **Diploma of Justice** (comprising the Certificate program plus a second year).

## Certificate of Justice

The **Certificate of Justice** was launched by the USP School of Law in 2018. The purpose of the Certificate is to raise the competence of new and existing lay court actors, whether adjudicators or administrators, by providing an introduction to the justice system, the role of courts and the function of law.

In 2022, the Certificate will be offered for another regional cohort. It may also be offered for cohorts from specific jurisdictions where numbers (20+) warrant. The Certificate is a one-year part-time program, which can be undertaken by someone who is working full-time in the justice sector. It will require approximately 11 hours of study each week.

**There are 4 courses in the Certificate:**

### COJ01: Introduction to Law

This course introduces participants to the various kinds of laws that exist in Pacific countries, and how they are made, applied and enforced. The course starts by considering the relationship between the State, law and customs as well as looking at supreme law, ie, the Constitution. It provides an introduction to court structures, principles of law, ethics and professional standards and parties to proceedings. The course concludes by considering the roles of judicial officers, gender, case management and the approach to alternative dispute resolution.

### COJ02: Courts and their Processes

This course provides an overview of different types of actions and procedures that are found in Pacific courts. The course focuses particularly on both civil and criminal courts, and their procedures. The section on civil courts in this course is designed to offer a basic introduction to the composition, jurisdiction and operation of civil courts. The section on criminal courts in this course is designed to offer a basic introduction to the composition, jurisdiction and operation of criminal courts.

### COJ03: Criminal Law

This course is designed to offer a basic introduction to criminal liability and sentencing. The course will cover elements of some important offences and defences, the ways in which a person may commit an offence, the range of sentence options, and the principles and process of sentencing.

### COJ04: Civil Law

This course increases students' understanding of the law of contracts and the law of torts. Students are introduced to the legal principles, remedies and reasoning processes for determining disputes in contract law and torts.

**“In terms of the professional development of staff, about 6 of my staff have enrolled this year into the Certificate of Justice Program at USP, the staff feel motivated and dedicated towards this certificate program.”**

**Ronald Prakash, Registrar, Supreme Court of Nauru**

### Entry Requirements:

- Completion of **Form 4/Year 10** plus a **minimum of 2 years** relevant work experience.
- A **written recommendation** from the Chief Justice/Registrar of the relevant Pacific Island Country. This recommendation must certify that the applicant has adequate levels of English to undertake a **course in English**.

## Diploma of Justice

The **Diploma of Justice** is designed to provide a second year of study for students who have successfully completed the Certificate of Justice course. Completion of the Diploma may count towards meeting admission criteria as a mature student for USP's Bachelor of Laws (LLB) program. The courses in the Certificate of Justice will be credited to the Diploma. Three additional courses will be taken for the Diploma:

### **LW110: Law and Society**

This course considers the question of 'what is law' and the difference between law, justice, ethics and morality. Students will look at the different types of legal systems including the criminal and civil justice systems, who decides law and justice issues, sources of law, the historical development of law in the South Pacific and current issues for lawmakers.

*\*LW110 is a degree-level course from the LLB program; students who subsequently enrol in a LLB degree can achieve credit for this course.*

*\*\*LW110 will be taught in Semester 1.*

### **DOJ01: Professionalism and Communication in Court Practice**

This course will introduce students to principles of professionalism in the courts, and in particular, access to justice, public service and judicial ethics. As effective communication is a vital aspect of professionalism, this course will teach students the general principles and practices of effective communication using plain language, and in the use of special language in the courts, law and justice.

*\*DOJ01 will be taught in Semester 2.*

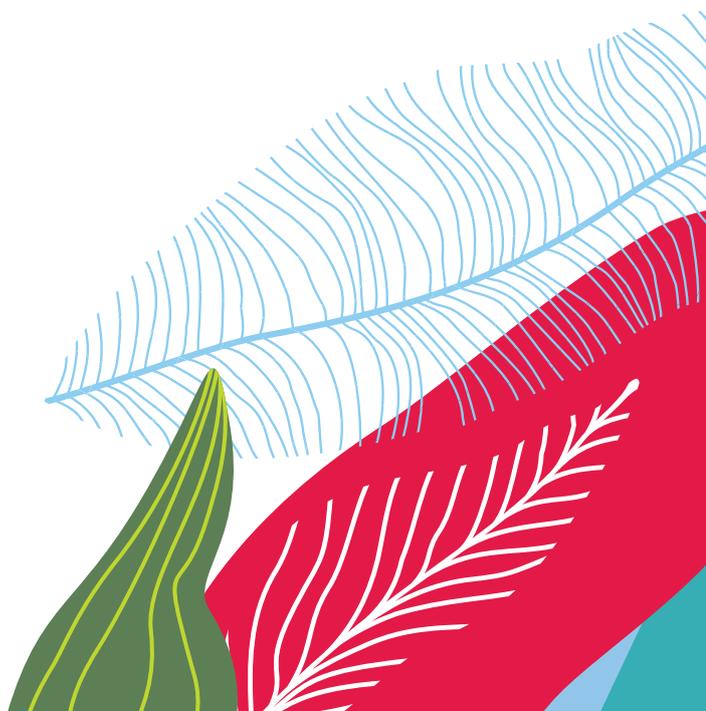
### **DOJ02: Judicial Administration**

Students in this course will learn how to apply basic principles of management to administering court business. The course will be organized around four themes: organisation, including administering court calendars and diaries; time, including managing personal workload and setting/managing time standards; people, including handling public inquiries, administering litigants and managing public relations; and staff, including administering court personnel and teamwork.

*\*DOJ02 will be taught in Semester 2.*

### **Entry Requirements:**

- Completion of the **Certificate of Justice**.



## Teaching methods

The programs use a blend of online and face-to-face delivery. Through USP's online management system, students can access their course website where the course coordinator posts news, study topics, readings, activities and assignments. In certain jurisdictions, there are also local tutorials and visits by USP staff for intensive teaching.

## Assessment

Assessment is 50% coursework; 50% final examination. Examinations are held at the students' local USP campus.

### Teaching Periods

#### Semester 1 2022 – (tentative dates)

**Teaching:** 28 February – 15 April;  
25 April – 10 June  
**Exams:** 20 June – 1 July

#### Semester 2 2022 – (tentative dates)

**Teaching:** 25 July – 9 September;  
9 September – 4 November  
**Exams:** 14 November – 25 November

## Questions and further information

For questions or further information, please contact Louise Vari, the Executive Officer School of Law and Social Sciences, on:  
**Email:** [varib\\_l@usp.ac.fj](mailto:varib_l@usp.ac.fj)  
**Telephone:** +678 22748

## Fees

Students will enrol at their local USP campus and pay fees specific to that campus in the local currency. Fees for 2021 are listed below, and are **subject to confirmation for study in 2022:**

### Certificate of Justice fees (4 courses)

FJD 2,244; NZD 2,144; AUD 1,856; USD 1,388;  
WST 3,876; SBD 5,428; TOP 1,896; VUV 133,844

### Diploma of Justice fees (3 courses)

FJD 1,775; NZD 1,703; AUD 1,479; USD 1,107;  
WST 3,086; SBD 4,335; TOP 1,505; VUV 107,615

\*Please note, PNG students will be charged the VUV fees (currently converting to: CoJ PGK 4,190; DoJ PGK 3,369).

## Financial assistance

Courts or students should make their own inquiries about eligibility for financial assistance from their Chief Justice or sources such as their country's scholarship program, or through the PJSP LIF fund.

## Applications

For admission to either program, please complete an Application for Admission (Undergraduate) form online before **Friday 3 December 2021**. Students admitted to a program will be able to register for each course.

### Round 1 of the PJSP Leadership Incentive Fund (LIF) is now open

The Leadership Incentive Fund (LIF) aims to support professional development. The Pacific Justice Sector Programme funds COJ and DOJ scholarships through LIF applications.

To be considered for semester 1, the PJSP must receive LIF applications by 19 November.

Email: [contact@pjsp.govt.nz](mailto:contact@pjsp.govt.nz) for further information.

These programs are sub-degree programs designed for:

- lay adjudicators (for example: **Village and Island Court Magistrates, Justices of the Peace and Land Commissioners**); and
- court administrators (for example: **court clerks, registry staff and/or judges' associates**), who will benefit from foundation-level legal training. The programs are set to Level IV of the Fiji Qualifications Framework.

