



THE KENYA SCHOOL OF LAW

DIPLOMA IN LAW (PARA-LEGAL STUDIES)

COMMENCING IN SEPTEMBER 2022

(DAY/EVENING CLASSES)

The Kenya School of Law is an institution established under the Kenya School of Law Act, 2012. The School is mandated by section 4(1) of the Act to be a public legal education provider responsible for the provision of professional legal training **as an agent of the Government**. In the exercise of this mandate, the School invites applications from qualified candidates to pursue studies leading to a Diploma in Law (Para-legal studies), commencing in **September 2022**.

1. General objectives of the Programme:

The general objectives are to train persons to serve in all fields of law and to instill professional preparedness and ethical commitment in the legal practice as Para-legals. The programme may also lay a foundation for those wishing to pursue further studies in the legal field.

2. Training Venue:

The programme is offered at the Kenya School of Law, **Town Campus**, in **Development House, 5th and 6th Floor, New Wing, Moi Avenue, Nairobi**. Learning will be physical under strict adherence of Covid-19 protocols, **but may be switched to on-line platform** in line with any guidelines issued by the government from time to time.

3. Minimum entry requirements:

To be eligible for admission into the Diploma in Law (Para-legal Studies) Programme, the Kenya School of Law Act, 2012 requires applicants to have:

1. A mean grade of **C (PLAIN)** in the Kenya Certificate of Secondary Education (**KCSE**) or its equivalent, and a minimum grade **C (PLUS) in English**; or
2. A minimum of **Division III in KCE/EACE** or its equivalent, with at least a **credit in English Language**;
3. At least **one principal** pass at the Kenya Advanced Certificate of Education (**KACE**), or its equivalent; or
4. A distinction or credit pass in the Certificate in Law course conducted at the Kenya School of Law between the years 2000 and 2003 or any other Certificate or Diploma in a relevant field from an institution recognized by the Council of Legal Education.

4. Duration and Pattern of the programme:

1. This is a weekday programme with an option for either day or evening classes.
2. The programme shall last for a minimum period of two (2) academic years comprising of three (3) terms in each year.
3. Students shall register for a maximum of four (4) course units per term.
4. To qualify for the award of the Diploma in Law (Para-legal Studies) candidates must complete the course of study in not less than two (2) academic years and not more than three (3) academic years.

5. Fees structure:

(NB – 75% of fees due for each Term must be paid during registration and the balance at least two weeks before commencement of examinations)

	Item	Cost(Kshs.)
1.	Application fees (to be paid on submission of application)	2000/=
2.	Tuition fees per course unit *(Maximum 4 units per term)	7500/=
3.	Examination fees per course unit *(Maximum 4 units per term)	3000/=
4.	Library fees (per year).....	5000/=

*Total units for the programme = 24

6 Mode of Application:

Application to the 2022/2023 academic year commencing on **5th September 2022** must be submitted through the **online** application portal available on the School website www.ksl.ac.ke. The following documents should be uploaded on the portal:

- a) Copy of KCSE/KCE certificate;
- b) Copies of relevant professional certificates and transcripts (where applicable);
- c) Copy of national identity card;
- d) A passport size colour photograph;
- e) Copy of bank payment slip showing payment of application fee. Your full name should appear on the slip.

So as to be received, not later than **12th August 2022**

Applications not accompanied by the required documents, or sent after the closing date shall not be accepted.

Dr. HENRY K. MUTAI

DIRECTOR/CHIEF EXECUTIVE OFFICER