



## KENYA SCHOOL OF LAW

### MEMO

---

**From:** Director/Chief Executive Officer

**To:** PTP Old Curriculum Students

**Ref:** KSL/PTP/GEN/1B Vol. 2 (59)

**Date:** 30<sup>th</sup> May, 2023

---

#### TRANSITION FROM THE OLD PARALEGAL TRAINING PROGRAMME CURRICULUM TO THE NEW CURRICULUM

The new paralegal training programme curriculum was approved by the Board of the Kenya School of Law in March 2020. Implementation of the new curriculum commenced in November 2020 through teaching and examination and teaching of the old curriculum ceased. The School continued to offer examinations under the old curriculum concurrently with examinations under the new curriculum. This was done to facilitate students who had incomplete examinations under the old curriculum to complete them and graduate. However, for varied reasons, there are students who are yet to clear from the old curriculum.

To address the issue of such students, in May 2023, the Board of the Kenya School of Law resolved as follows: -

1. No more examination will be offered under the old curriculum.
2. Every registered student from the old curriculum who has not completed and passed the course shall automatically be transitioned and registered as a student under the new curriculum.
3. In this transition to the new curriculum, each unit under the old curriculum will be equated to the corresponding unit under the new curriculum but where a unit was taken as part 1 and part 2, the two units from the old curriculum units shall be equated to one new curriculum unit.
4. Upon transition and for the purposes of issuing transcripts, a student will be awarded the same grade that they attained in the corresponding unit under the old curriculum. Where the unit was offered in two parts, then the grade awarded under the new curriculum will be the average of the grades attained in part 1 and part 2 under the old curriculum.

5. Students who sat and passed examinations under the old curriculum shall be granted credit transfers for the units passed to the new curriculum. Under this credit transfer system, students from the old curriculum will be awarded up to 15 new curriculum credits as follows: -

CREDIT TRANSFER MATRIX			
NO.	NEW CURRICULUM COURSE CODE	NEW CURRICULUM CREDIT EARNING COURSE	OLD CURRICULUM COURSE FOR CREDIT TRANSFER
1.	PTP 100	Introduction to Law & Legal Systems	General Principles of Constitutional Law and Legal Systems 1
2.	PTP 101	Elements of Contract Law	Contract 1 Contract 2
3.	PTP 102	Elements of Property Law	Law of Property in Land
4.	PTP 103	Elements of Commercial Law	Commercial Law 1 Commercial Law 2
5.	PTP 104	General Principles of Constitutional Law	General Principles of Constitutional Law and Legal Systems 2
6.	PTP 105	Conveyancing	Conveyancing
7.	PTP 106	Elements of Law of Business Associations	Law of other Business Associations Company Law
8.	PTP 107	Elements of Criminal Law	Criminal Law 1 Criminal Law 2
9.	PTP 108	Family Law	Family Law
10.	PTP 109	Civil Procedure	Civil Procedure 1 Civil Procedure 2
11.	PTP 200	Law of Succession	Law of Succession
12.	PTP 201	Law of Torts	Law of Tort 1 Law of Tort 2
13.	PTP 202	Criminal Procedure	Criminal Procedure 1 Criminal Procedure 2
14.	PTP 203	Fundamentals of Office Practice and Management	Office Practice and Management 1 Office Practice and Management 2
15.	PTP 204	Fundamentals of Book-Keeping and Accounting	Book-Keeping and Accounting 1 Book-Keeping and Accounting 2

6. Students from the old curriculum shall not be granted any credits for units that were freshly introduced under the new curriculum without an equivalent unit from the old curriculum. The students will be required to sit for examinations for these nine (9) units afresh and also undertake Attachment as follows: -

NO.	NON-CREDIT TRANSFERABLE COURSE MATRIX	
1.	CPTP 100	Computer Applications and ICT (New)
2.	CPTP 101	Communication Skills (New)
3.	PTP 205	Introduction to Alternative Dispute Resolution (New)
4.	PTP 206	Introduction to Human Rights (New)
5.	PTP 208	Introduction to Environmental Law (New)
6.	PTP 207	Ethics and Professionalism (New)
7.	PTP 209	Employment Law (New)
8.	PTP 210	Records Management (New)
9.	PTP 211	Introduction to Legal Research and Writing (New)
10.	PTP 212	Attachment (New)

7. Students transitioned from the old curriculum shall be allowed the option of paying for examinations only under the new curriculum or paying for both the examinations and for class attendance under the new curriculum.
8. Students transitioned from the old curriculum who had paid for but not utilized fees shall have their unutilized fees transferred to the new curriculum for utilization.

The School will undertake the above measures starting 1<sup>st</sup> July, 2023.

For any further clarification, please contact the PTP Coordinator or the Academic Services office for guidance.

Thank you.



Dr. Henry K. Mutai

**DIRECTOR/CHIEF EXECUTIVE OFFICER**