



KENYA SCHOOL OF LAW INTERNAL MEMO

From: Director/Chief Executive Officer

To: ALL PTP STUDENTS

Ref: KSL/PTP/GEN/IB VOL.2 (26)

Date: 21st September, 2021

PARALEGAL STUDIES PROGRAMME 2021/2022 ACADEMIC YEAR

The School wishes to inform all PTP students as follows:

1. The academic year will begin on 27th September 2021.
2. All classes will be held physically at the KSL Town Campus located in Development House, 5th and 6th floors.
3. All continuing students who have not done so, are required to register for the term by the **9th October 2021**.
4. Continuing students in the old curriculum who had deferred or for any other reason could not sit in class for the following classes (which will be examined at the end of this term) are also required to register by **9th October 2021**.
 - a. DPS 100: General Principles of Constitutional Law and Legal Systems 1
 - b. DPS 101: Contract Law 1
 - c. DPS 102: Law of Tort 1
 - d. DPS 103: Criminal Law 1
 - e. DPS 200: Book Keeping and Accounting 2
 - f. DPS 201: Office Practice and Management 2
 - g. DPS 202: Commercial Law 2
 - h. DPS 203: Law of Succession

This will enable the School to plan accordingly for any necessary support.

5. All students are required to have paid at least 75% of the first term fees **by 22nd October 2021** after which they will not be allowed in class as per the School's policies.
6. Only students who comply with the above requirements will be considered bona fide students for the academic year.
7. There will be morning and evening classes only as per the timetable.
8. Students should indicate their preferred class time during registration.
9. No student will be allowed on to the School premises without their student identification card.
10. Students will be required to observe the School's dress code.
11. All students must observe the Covid-19 protocols and guidelines as issued by the Ministry of Health.
12. Students will be updated in the event of any unforeseen development that may be occasioned by the Covid-19 pandemic.

Thank you.

Dr. Henry K. Mutai
DIRECTOR / CHIEF EXECUTIVE OFFICER