



## KENYA SCHOOL OF LAW

### INTERNAL MEMO

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**From:** Director/Chief Executive Officer

**To:** Second Year Students,  
Paralegal Studies

**Ref:** KSL/PTP/GEN/1B Vol. 2 (23)

**Date:** 1<sup>st</sup> September, 2021

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#### TRANSITIONAL PROVISIONS FOR THE PARALEGAL CLASS

Following the approval and implementation of a new paralegal studies curriculum, a number of queries have been raised regarding the status of students who for one reason or another have not been able to either attend classes, do their exams during the current academic year 2020/2021 or have pending re-sits.

In order to address this issue, it is proposed to adopt the following measures for a period of one (1) year, that is, for the 2021/2022 academic year:

1. Any registered student who did not attend classes, either due to school fees issues or failed to meet the 2/3 rule, will be provided access to the recorded online classes or use the notes given in class for the units in question, during the terms they are usually offered, after which they will be eligible to sit for the exams at the end of those terms.
2. Any student who attended classes and met the 2/3 rule will be eligible to sit for the exams under the old curriculum at the end of the terms they are usually offered.
3. Fees **MUST** be paid in full in order to be provided access to the recorded online classes or to sit for exams, respectively.
4. Students with re-sits will be eligible to sit for exams subject to payment of fees.
5. The above measures will be in force for one year after which only the new curriculum will be in force.
6. For the avoidance of doubt, any student who will not have completed their programme at the end of the one year will be transited to the new curriculum.

If you have any comments with regard to the above proposals, you are invited to submit them to the Academic Services office using the following email [fmuhia@ksl.ac.ke](mailto:fmuhia@ksl.ac.ke), copied to the Paralegal Studies Co-ordinator on [aotieno@ksl.ac.ke](mailto:aotieno@ksl.ac.ke) by 8 September 2021.

Any such comments will then be considered after which final directions will be issued.

Thank you.

A handwritten signature in black ink, appearing to read "H. Mutai", with a long horizontal stroke extending to the right.

Or. Henry K. Mutai

**DIRECTOR/CHIEF EXECUTIVE OFFICER**