



## GENERAL NOTICE NO. 10 OF 2025

### APRIL 2025 ADVOCATES TRAINING PROGRAMME (ATP) EXAMINATION

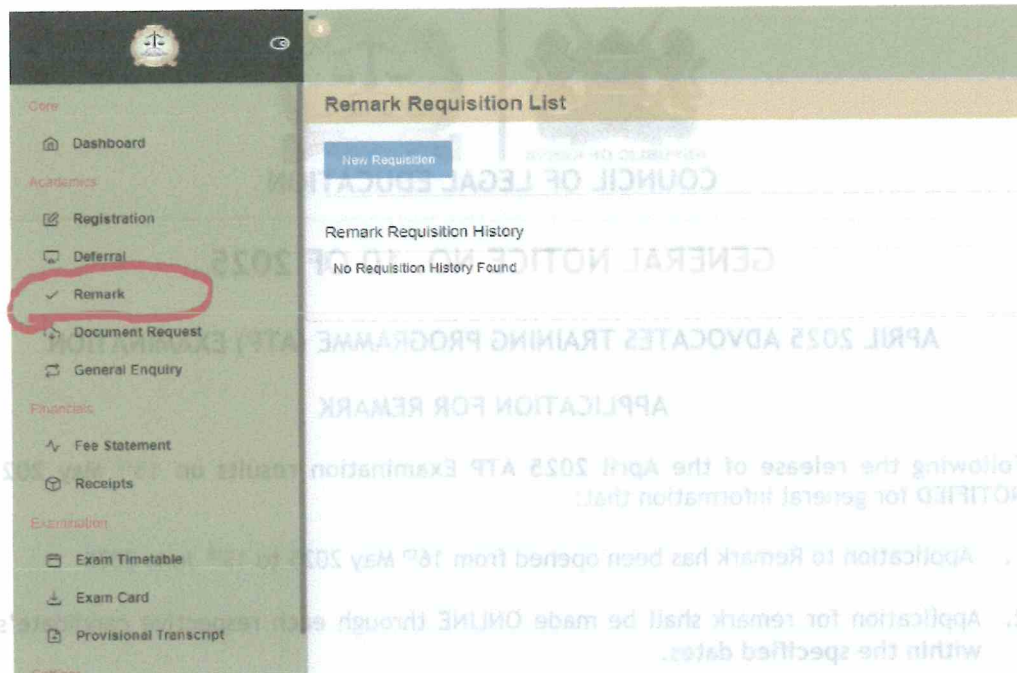
#### APPLICATION FOR REMARK

Following the release of the April 2025 ATP Examination results on 15<sup>th</sup> May 2025, it is NOTIFIED for general information that:

1. Application to Remark has been opened from 16<sup>th</sup> May 2025 to 15<sup>th</sup> June 2025
2. Application for remark shall be made ONLINE through each respective candidate's portal within the specified dates.
3. The Remark fee is Kshs 15,000 per unit, as indicated in the Students Guide which is available in the Council's official website.
4. The remark fee is payable through the candidate's portal via the E-Citizen.
5. Candidates are advised NOT to make any payment before making selection of the unit(s) to be remarked.
6. For any enquiries, please contact [support@cle.or.ke](mailto:support@cle.or.ke)

#### GUIDELINES FOR ONLINE REMARK APPLICATION AND REGISTRATION

1. Log in to the candidate portal via <https://exam.cle.or.ke:882/> and enter your registration number and password, then click 'Login'.
2. On the left of the screen, under Academics, click on 'Remark' and click on 'New Registration' as shown below:



3. You will see a list of unit(s) that are eligible for remark. Select the unit(s) you want to remark and the system will bill you for the unit(s) selected.

Unit(s) For Remark

Unit	Description	Exam Series	Select
ATP 100	CIVIL LITIGATION	2022_04_APR	<input type="checkbox"/>

Available Funds : Ksh. 00

Amount to Pay : Ksh. 0.00

**Payment Information**  
Please pay the balance below before you can proceed to submit your registration:  
0.00

**Payment Option 1 - M-Pesa**

Paybill Number	Account Number	Action
		<input type="button" value="Pay Now"/>

**Payment Option 2 - Bank**

Bank	Account Name	Account Number	Reference Number

4. After you have selected the unit(s), click on "Pay Now" to make payment.

Unit(s) For Remark

Unit	Description	Exam Series	Select
ATP 100	CIVIL LITIGATION	2022_04_APR	<input checked="" type="checkbox"/>

Available Funds : Ksh. 00

Amount to Pay : Ksh. 15,000.00

**Payment Information**  
Please pay the balance below before you can proceed to submit your registration:  
0.00

**Payment Option 1 - M-Pesa**

Paybill Number	Account Number	Action
		<input type="button" value="Pay Now"/>

**Payment Option 2 - Bank**

Bank	Account Name	Account Number	Reference Number

5. A popup window will appear as below. Input the full amount of money to pay as billed above and click 'Pay Now' on the popup.

Payment

Please note all services attract a convenience fee of Ksh. 50

Amount to Pay

Pay Now

Close

6. After you click on PAY NOW as in the pop-up window above, you will be directed to the screen below where you will select your preferred payment method.

Dashboard

Request Information Change

Deferral

Remark

Document Request

General Enquiry

Receipts

Exam Card

Provisional Transcript

Change Password

PAYMENT REF

TOTAL BILL

Select Payment Mode

Mpesa

Equity Cash

RTGS

National Bank

Debit/Credit/Prepaid Card

Kenya Commercial Bank

Co-operative Bank (KES)

Airtel Money

Absa Bank

7. Follow the steps to make the full payment noting the convenient fee charged for every transaction. **N.B.** Candidates should ensure that they have sufficient funds on M-Pesa during the registration. Partial payments will not go through.
8. Click on Complete Registration.
9. Confirm that your remark registration has gone through by checking under the Remark History under Instruction 2 herein.



Candidates must complete **BOTH STEPS**, that is selection of units and make full payment, for their remark application to be deemed complete.

**NB:** No payment should be made through the Pay bill number as previously provided by Council in its past remark series.

Remark registration should be made on or before **15<sup>th</sup> June 2025.**

  
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