



COUNCIL OF LEGAL EDUCATION

REGISTRATION FOR THE ADVOCATES TRAINING PROGRAMME (ATP) EXAMINATION

REGISTRATION BY A FIRST-TIME CANDIDATE

- 1) Log in to <https://exam.cle.or.ke:881/>

The screenshot shows the 'ATP Exam Application' page on the Council of Legal Education website. It includes a navigation bar with 'Home', 'Enquiry', and 'Application Status' links. A message states: 'Kindly register here before making any payments'. Below this is the 'ATP Exam Application' section with a note: 'Please note that this portal is for first time regular candidates only.' The 'Registration Guidelines' section lists five requirements, including minimum entry requirements, university grades, pre-bar examination, foreign degree clearance, and required attachments (KCSE/JCSE/A/O Levels Certificates, University Degree Certificate, transcripts, passport photo, National ID/Passport, and disability certificate). A red arrow points to a 'KSL Number' input field with a 'Proceed' button next to it. Below the guidelines is a table for 'Regular Candidate Registration Fees':

Programme Category	Fee (Shs)
ATP (g Units)	45,000

- 2) Enter KSL Number > Click Proceed  (Note: ONLY those candidates cleared by KSL are allowed to register for the Advocates Training Programme (ATP) examination)

- 3) Fill in your Biodata and other information and Click Next 

Fields marked with * are required

SurName* e.g Doe	Other Names* e.g John	Phone Number* e.g 0712345678	Email* e.g johndoe@gmail.com
Gender* Select	Postal Address* e.g 123 Nairobi	Postal Code* e.g 00200	Town* e.g Buruburu
County* --Select--	Nationality* --Select--	ID/Passport Number* e.g 87654321	Date of Birth* 01/01/1970
Scanned copy of National ID/Passport (Max Size - 2 MB) Choose File No file chosen	Your Passport photo (Accepted file types: jpg, png, jpeg) Choose File No file chosen	Firm* e.g 2	Class* Select

Other Information

Name of Next of Kin e.g Jane Doe	Relationship Select	Contact of Next of Kin e.g 0712324567
Are you a person living with disability(PwD)? Select	Do you have any other special requirement(s) during examination? E.g. Left-handed, Expectant Mothers, etc Select	

[Next](#)

4) Upload your, Secondary School Qualifications

High School Qualifications

Please select your education system*
 KCSE/O-Level KCSE
The exam type1 field is required.

KCSE Mean Grade Select	English Grade Scored Select	Swahili Grade Scored Select	Attach KCSE Certificate Choose File No file chosen
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[Add Qualification](#)

High School Qualifications

Qualification	Mean Grade	English Grade	Swahili Grade	Attachments	Actions
KCSE	A-	B+	B+	Preview	

Please select your education system*
 Select Education System

[Add Qualification](#)

5) Upload your, University Qualifications

University Qualifications

University Qualifications

Please select where you did your university education

University Attended:

Attach University Certificate:

Attach University Transcripts:

Attach KSL Admission Letter:

6) Select Units to register

1 Bio Data and other Information 2 High School Qualifications 3 University Qualifications 4 Units to Register

ATP Exam Application - 54321555

Units to Register

Unit Code	Unit Name	Select
ATP 100	CIVIL LITIGATION	<input checked="" type="checkbox"/>
ATP 101	CRIMINAL LITIGATION	<input checked="" type="checkbox"/>
ATP 102	PROBATE & ADMINISTRATION	<input checked="" type="checkbox"/>
ATP 103	LEGAL WRITING & DRAFTING	<input checked="" type="checkbox"/>

7) Once you select the units, your bill is generated.

ATP 108	COMMERCIAL TRANSACTIONS	<input checked="" type="checkbox"/>
Total Amount Due:		Kes. 45000
Total Amount Paid:		Kes. 0.00
HELB Amount Awarded:		Kes. 0.00

8) Click the button. > Select the payment mode from the drop-down menu.

Payment

Amount to Pay	45000
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Preferred Examination Center

- 9) Click on you shall be prompted to pick the payment method you would like to use. A convenience fee of **Ksh. 50** shall be charged for every transaction.

PAYMENT REF NMLMGMZW	TOTAL BILL KES 20,100.00
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select Payment Mode

Airtel Money	Absa Bank
Co-Operative Bank (KES)	Consolidated Bank
Diamond Trust Bank	RTGS
EQUITY BANK	Family Bank
I&M Bank	JamboPay
Kenya Commercial Bank	Mpesa
National Bank	NCBA Bank
Pesaflow Direct	Pesawise
Stanbic Bank	TKash
Debit/Credit/Prepaid Card	

- 10) The example below demonstrates payment via the MPESA option

- i. Go to Mpesa Menu on your phone.
- ii. Select Paybill option
- iii. Enter business number 222222
- iv. Enter the account number, e.g. AYBYQQXR
- v. Enter the amount 20,050.00
- vi. Enter your MPESA PIN and send
- vii. You will receive a confirmation SMS from MPESA

Ensure to use absolute amounts, that is complete amounts without use of cents.

- 11) Send the Mpesa transaction payment with the account number and your Registration number to the enquiries emails provided below for update of your portal to enable you complete the registration process.

All enquiries related to registration of examination should be channeled to the Directorate of Examination through either support@cle.or.ke
OR raise a Support Ticket on <https://intranet.cle.or.ke/helpdesk/>

Candidates are advised to furnish registration number in all their communications.