



COUNCIL OF LEGAL EDUCATION

GENERAL NOTICE NO. 28 OF 2021

**INSTRUCTIONS TO REGISTERED CANDIDATES ON DEFERRMENT OF THE
NOVEMBER 2021 ATP EXAMINATION & PRINTING OF EXAMINATION
CARDS**

1. Deferral for the November 2021 ATP examination will commence from **Tuesday, 9th November 2021** to 8.59 a.m. on the respective day/date of the registered examination/unit.

Registered candidates interested in deferring an examination(s)/unit(s) shall make an application through their candidate portal as follows:

- i. Step 1 - Log in into the candidate portal
 - ii. Step 2 - Click on 'Deferral' (left hand side bar)
 - iii. Step 3 - Click on 'New Requisition'
 - iv. Step 4 - Select the registered examination(s) you want to defer
 - v. Step 5 - Type the reason and/or attach relevant document in support of the deferral
 - vi. Step 6 - Click on 'Submit Request'
2. Examination cards for the November 2021 ATP examination shall be printed through the candidate portal from **Wednesday, 10th November 2021** as follows:
 - i. Step 1 - Log in into the candidate portal
 - ii. Step 2 - Click on 'Exam Card' (left hand side bar)
 - iii. Step 3 - Click on the printer icon to print (examination card should be printed on a clean white A4 paper)

*Secretary/ CEO
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