



**COUNCIL OF LEGAL EDUCATION**

**GENERAL NOTICE NO. 12 OF 2022**

**INSTRUCTIONS TO REGISTERED CANDIDATES ON DEFERRMENT OF THE APRIL 2022 ATP EXAMINATION & PRINTING OF EXAMINATION CARDS**

1. Deferral for the April 2022 ATP examination will commence on Thursday 24<sup>th</sup> March 2022. From 25<sup>th</sup> March to 12<sup>th</sup> April 2022, one can only defer before 9.00am.

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 April 2022 ATP examination shall be printed through the candidate portal from Friday 25<sup>th</sup> March 2022 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*  
*Council of Legal Education*  
*P. O. Box 828 - 00502, Karen*  
*NAIROBI, Kenya*

**Dr. Wambua Kituku**  
**SECRETARY/CHIEF EXECUTIVE OFFICER**  
**COUNCIL OF LEGAL EDUCATION**

22<sup>nd</sup> March, 2022