



**COUNCIL OF LEGAL EDUCATION
ANNUAL ENTRANCE EXAMINATION
NORMAN MANLEY, HUGH WOODING AND EUGENE DUPUCH
LAW SCHOOLS
INSTRUCTION & INFORMATION SHEET**

Introduction:

The Council of Legal Education established an Admissions Board which selects applicants to fill available places at its Law Schools in Trinidad, The Bahamas and Jamaica. The Board is the final sanctioning authority in respect of all matters concerning the allocation of places to successful candidates.

Assessment of Transcripts

For the academic year 2025/2026, the examination will be replaced by an evaluation of the transcript of the Applicant's Bachelor of Laws (LLB) degree. This is in order to ensure that, in accordance with the requirements of Article 3 of the Agreement Establishing the Council of Legal Education, 1971, the degree is recognized as equivalent to the LLB from the University of the West Indies. The LLB degree of each applicant will be ranked in order of the Class/GPA for purposes of determining priority for placement at one of the Council's law schools, **WHICH IS SUBJECT TO SPACE AVAILABILITY.**

Successful applicants who have been awarded places will be contacted by the Law School to which they are zoned between the last week of August and the first week in September.

APPLICATIONS:

The application form is available from the website: **www.nmls.edu.jm**

For further information you may contact

**The Registrar, Admissions Board
Norman Manley Law School
P.O. Box 231
Kingston 7
JAMAICA
(8760 927-1899/1235**

**The Registrar
Hugh Wooding Law School
P.O. Bag 323,
Tunapuna
TRINIDAD & TOBAGO
(868) 235-HWLS/4957**

**The Registrar
Eugene Dupuch Law School
P.O. Box SS 6394
Nassau
THE BAHAMAS
(242) 326-8507**

N.B. THE DEADLINE for the submission of applications is January 31, 2025.

QUALIFICATIONS:

Applications are open to persons who are holders of the approved qualifications as outlined below, or who expect to receive that qualification by July 31 of the academic year for which they are applying.

The approved qualification, subject to the Agreement Establishing the Council of Legal Education as amended, is:

- (i) A first degree in law obtained from a recognized institution in a common law jurisdiction in accordance with Article 3 of the Agreement establishing the Council of Legal Education which states:

“every person who holds a University of the West Indies LL.B. degree shall be eligible for admission to the Law Schools and every person who holds a degree of a University or Institution which is recognised

by the Council as being equivalent to the University of the West Indies LL.B. degree shall, subject to the availability of places and to such conditions (if any) as the Council may require, be eligible for admission to the Law Schools: Provided that any national who prior to 1st October, 1972 was the holder of a University Degree or had commenced upon a degree programme other than in law and completed that programme before 1st October, 1975, shall be eligible to be admitted to one of the Professional Law Schools without being required to obtain a degree of LL.B. from the University of the West Indies or a Law Degree recognised by the Council of Legal Education as equivalent thereto but subject to such other terms and conditions as the Council of Legal Education shall after consultation with the Faculty of Law of the University of the West Indies determine” ; or

- (ii) the Common Professional Examination Certificate or Graduate Diploma in Law (GDL) from a recognized institution (U.K.) together with vocational training. The GDL on its own is not considered by the Council of Legal Education (the Council) to be equivalent to the UWI LL.B Degree and therefore, does not qualify you for entry to any of the Council's schools. In order to qualify for entry, the GDL must be accompanied by evidence of formal vocational training, such as Bar exams, or the Solicitors Final Examination.

The relevant transcript must be sent directly from the awarding institution to the Secretary of the Admissions Board, Norman Manley Law School, 8 Ring Road, P.O. Box 231, Kingston 7, Jamaica, W.I. or electronically to Admissions@nmlscl.com **by July 31, 2025.**

Stale Degrees

A UWI LL.B, or a degree from a university or institution that is recognised by the Council of Legal Education as equivalent to that degree, which is ten or more years old, is deemed stale. Applicants with stale qualifications will be required to provide details of any practical experience

garnered during that period between the award of the degree and their application to the Law Schools before applying to the Law Schools.

Applicants to any Law School who are unable to provide proof of practical experience will be required to successfully complete an entrance examination which would test knowledge of the core subjects before they are admitted.

APPLICATION FEE:

There is a **NON-REFUNDABLE AND NON-TRANSFERRABLE** application fee of US\$150.00. A Bank Draft/Manager's Cheque in United States Dollars (US\$), drawn on a U.S. Bank should be made payable to the **NORMAN MANLEY LAW SCHOOL** and **must** accompany the completed application form. This draft should **NOT** state "negotiable only in the U.S."

Personal cheques, company cheques, money orders or cash will not be accepted.

ENQUIRIES AND APPLICATIONS:

All further enquiries and application forms should be directed to:

THE SECRETARY, ADMISSIONS BOARD,
Council of Legal Education,
Norman Manley Law School,
8 Ring Road,
University of the West Indies, Mona Campus,
P.O. Box 231,
Kingston 7,
JAMAICA.

Telephone: (876) 927-1235; (876) 927-1899

Fax: (876) 977-1012

Email: Admissions@nmlscle.com

COUNCIL OF LEGAL EDUCATION (CARIBBEAN)

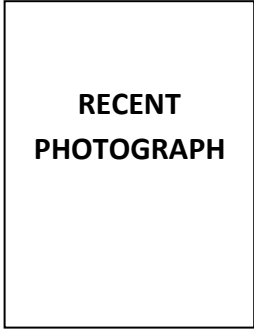


**ADMISSIONS BOARD
ENTRANCE EXAMINATION APPLICATION**

FOR ADMISSION IN 20_____

TO

- EUGENE DUPUCH LAW SCHOOL
- HUGH WOODING LAW SCHOOL
- NORMAN MANLEY LAW SCHOOL



N.B. Read the accompanying **INSTRUCTION & INFORMATION SHEET** before completing this form. Complete the form and return to the Secretary, Admissions Board, **BY JANUARY 31** of the year of proposed entry. Complete the form legibly and accurately. Please type or print in block letters. The Admissions Office will **NOT** process a form which is illegible or incomplete. **THE APPLICATION FEE FOR THE EXAMINATION ALONG WITH THE TRANSCRIPT AND ONE RECENT PASSPORT-SIZE PHOTOGRAPH SHOULD ACCOMPANY THE COMPLETED APPLICATION FORM.**

HAVE YOU PREVIOUSLY APPLIED TO SIT THE ENTRANCE EXAMINATION?

YES () NO () DATE APPLIED _____

SECTION A – Details of Applicant

LAST NAME FIRST NAME MIDDLES NAME(S)

DR. () MR. () MRS. () MISS () MS. ()

(PLEASE PRINT YOUR NAME EXACTLY AS IT APPEARS ON THE DOCUMENT PROVIDING PROOF OF YOUR FULL LEGAL NAME).

PREVIOUS LAST NAME (IF CHANGED) _____

CORRESPONDENCE ADDRESS
ADDRESS)

HOME ADDRESS (IF DIFFERENT FROM CORRESPONDENCE

TELEPHONE NUMBERS WHERE APPLICANT CAN BE CONTACTED: OFFICE: _____

FAX: _____ HOME: _____ EMAIL: _____

NEXT OF KIN/EMERGENCY CONTACT: _____ TEL: _____

ADDRESS: _____

SEX: MALE () FEMALE () DATE OF BIRTH _____/_____/_____
MM DD YY

COUNTRY OF BIRTH _____ COUNTRY OF PERMANENT RESIDENCE _____

CITIZENSHIP _____

SECTION B – Educational Background

QUALIFYING LAW DEGREE

NAME OF INSTITUTION THAT AWARDED DEGREE	FULL-TIME (FT) PART-TIME (PT) EXTERNAL(E)	START DATE (YEAR)	DATE OF ACTUAL OR ANTICIPATED PASSING (YEAR)	DEGREE AWARDED (IF ALREADY AWARDED) LL.B <input type="checkbox"/> J.D. <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	1 ST <input type="text"/> 3 RD <input type="text"/>
<input type="text"/>				2.2 <input type="text"/> ORD <input type="text"/>

OTHER DEGREES

NAME OF INSTITUTIONS THAT AWARDED DEGREE	FULL-TIME (FT) PART-TIME (PT) EXTERNAL(E)	SUBJECT OF DEGREE	START DATE	DATE OF GRADUATION	CLASS OF DEGREE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	1 ST <input type="text"/> 3 RD <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	2.1 <input type="text"/> PASS <input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	2.2 <input type="text"/>

POST GRADUATE QUALIFICATIONS

NAME OF INSTITUTIONS THAT AWARDED QUALIFICATIONS EXTERNAL(E)	FULL-TIME (FT) PART-TIME (PT) (YEAR)	START DATE (YEAR)	DATE OF ACTUAL OR ANTICIPATED PASSING QUALIFICATION
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SECTION C – Declaration

I confirm that I have read the Information Sheet and certify that the information given by me is to the best of my knowledge true, complete and correct. I understand that any misrepresentation or material omission of fact on this or any other documents required from me by the Council of Legal Education may be considered as constituting grounds for disciplinary measures..

Applicant’s Signature: _____ Date: _____

FOR OFFICIAL USE ONLY

DATE RECEIVED: _____

DECISION/ REMARKS: _____

ACTION: _____

SECRETARY: _____

DATE: _____