



GOVERNMENT GAZETTE

OF THE

REPUBLIC OF NAMIBIA

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Government Notice

MINISTRY OF JUSTICE

No. 228

1995

CANDIDATE LEGAL PRACTITIONERS REGULATIONS: LEGAL PRACTITIONERS ACT, 1995

The Minister of Justice has under section 81(1) of the Legal Practitioners Act, 1995 (Act 15 of 1995), and after consultation with the Board for Legal Education, made the regulations set out in the Schedule.

SCHEDULE**PART I****INTRODUCTORY****Definitions**

1. In these Regulations any word or expression to which a meaning has been assigned in the Legal Practitioners Act, 1995 (Act 15 of 1995) shall bear that meaning and, unless the context otherwise requires -

"Act" means the Legal Practitioners Act, 1995 (Act 15 of 1995);

"Board" means the Board for Legal Education established by section 8 of the Act;

"candidate" means a candidate legal practitioner as defined in section 1 of the Act;

"diary" means a candidate's diary referred to in regulation 9;

"principal", in relation to a candidate, means the legal practitioner to whom the candidate is attached for practical legal training for the purposes of section 5(2) of the Act;

"Programme-Director" means the person designated to supervise and co-ordinate the course of post-graduate study at the Centre;

"secretary" means the secretary to the Board;

Admission as a legal practitioner

2. Subject to the provisions of the Act, a person wishing to qualify to be admitted as a legal practitioner under the Act, shall comply with the provisions of these regulations.

PART II**REGISTRATION****Announcement of commencement of course of post-graduate study**

3. At least six weeks before the commencement of every course of post graduate-study at the Centre, the Board shall cause to be published, once in the *Gazette* and once a week during three consecutive weeks in at least two daily newspapers circulating in Namibia, a notice announcing the date of the commencement of such course and inviting interested persons to apply for registration as candidate legal practitioners.

Application for registration as a candidate legal practitioner

4. (1) Any person wishing to be registered as a candidate shall, before or on the date of commencement of the course of post-graduate study as announced under regulation 3, or such later date as the Board, after consultation with the Programme-Director, may allow in a particular case, make application for registration to the Board by duly completing Form JTC/1, as set out in Annexure 1, and lodging the completed form with the Board, together with the qualifications which in his or her submission entitles him or her to registration in accordance with section 5(1)(a) or (c) of the Act.

(2) The Board may by seven days' notice in writing require an applicant to attend personally before the Board and may reject the application if the applicant fails to attend.

(3) If the Board is satisfied that the applicant -

- (a) holds a degree or equivalent qualification in law referred to in paragraph (a) or paragraph (c) of subsection (1) of section 5 of the Act;
- (b) has, in a case of a person holding a degree or equivalent qualification referred to in the said paragraph (c), complied with the provisions of subparagraph (i) of that paragraph; and
- (c) is of good character and a fit and proper person to be registered as a candidate,

the Board shall, upon payment of the registration and tuition fees prescribed in Annexure 6, issue to the applicant a certificate of registration in the form set out in Annexure 2.

(4) The Board shall reject an applicant's application if it is not satisfied with respect to the matters mentioned in subregulation (3).

(5) An applicant who is dissatisfied with a decision of the Board rejecting his or her application for registration as a candidate, may -

- (a) within 14 days after the decision of the Board is communicated to him or her, request the Board in writing to furnish him or her with its reasons in writing for that decision within 30 days after receiving such request;
- (b) within 30 days after having been furnished with the Board's reasons in accordance with paragraph (a), or after the expiration of the period within which those reasons should have been furnished, appeal to the Court against that decision.
- (6) Upon hearing an appeal in terms of subregulation (5), the Court may

- (a) confirm the decision of the Board;
- (b) set aside the decision of the Board and order that the applicant be registered as a candidate; or
- (c) make such other order as it thinks fit,

and make such order as to costs as the Court may consider fair.

(7) The rules applicable in respect of the noting and prosecution of an appeal against the finding of a magistrate's court in a civil suit shall *mutatis mutandis* be applicable in respect of the noting and prosecution of an appeal in terms of subregulation (5), but subject to the provisions of that subregulation relating to the period within which the appeal shall be noted.

Register of candidate legal practitioners

5. The Board shall maintain a register in which it shall cause to be recorded with respect to every person registered as a candidate under regulation 4(3) -

- (a) the full name, date of birth, nationality and physical and postal addresses of the candidate;
- (b) the date of issue of the certificate of registration to the candidate; and
- (c) the name of the practising legal practitioner under whom the candidate shall undergo practical training as required by section 5(2) of the Act, and the name of the law firm or institution, if any, in which such legal practitioner practises.

Reregistration

6. (1) A certificate of registration issued by the Board under regulation 4(3) shall lapse if the person to whom it has been issued does not commence his or her attendance of the course of post-graduate study at the Centre within three months of the date of issue of such certificate.

(2) A person whose certificate of registration has lapsed in terms of subregulation (1) may re-apply for registration in terms of these regulations.

PART III**TRAINING PROGRAMME****Syllabus**

7. The course of post-graduate study shall extend for a period of at least nine months and the syllabus of the course shall comprise the following subjects:

- (a) Professional conduct and ethics, including duties and functions of legal practitioners and techniques of advocacy in the courts;
- (b) Introduction to Principles of Roman-Dutch Law;
- (c) Practical Book-keeping and Accounts;
- (d) The Law, Practice and Procedure of Conveyancing;
- (e) Administration of Estates and Insolvency and Trusts;
- (f) Company Law, Practice and Procedure and Commercial Transactions;
- (g) Civil Practice and Procedure in the Supreme Court, High Court and Lower Courts;
- (h) Criminal Practice and Procedure in the Supreme Court, High Court and Lower Courts;
- (i) Family Law, Practice and Procedure;
- (j) Evidence; and
- (k) The Namibian Constitution and the Interpretation of Statutes.

Contract of attachment

8. (1) Subject to subregulation (2), every candidate shall not later than the date of commencement of his or her attendance of the course of post-graduate study at the Centre, or such later date as the Board, after consultation with the Programme-Director, may approve in a particular case, enter into a contract of attachment with his or her principal in terms whereof such candidate will be attached to such principal for not less than 60 hours per month for the duration of that course.

(2) Notwithstanding subregulation (1), the Board may, if in its opinion good reasons exist, permit a candidate to undergo practical training under attachment to a principal after he or she has passed the Legal Practitioners' Qualifying Examination.

- (3) The contract of attachment shall -
- (a) comply substantially with the form of the contract set out in Annexure 3; and
 - (b) contain the whole agreement entered into between the candidate and his or her principal.
- (4) Every principal shall, not later than one month after he or she has concluded a contract of attachment with a candidate -
- (a) file the original of such contract with the secretary; and
 - (b) lodge a copy of such contract with the Law Society.
- (5) The Board shall have the right to reject any contract of attachment which, in the opinion of the Board, contains improper or undesirable clauses.

Keeping of diary

9. (1) Every candidate shall, with effect from the commencement of his or her attachment to a principal, and for the duration thereof, keep and maintain a diary for recording details of the practical legal training undergone by him or her under such attachment.

(2) A candidate shall in respect of each working day during the period referred to in subregulation (1), as the Programme-Director may determine, make and keep in the diary in clear and legible handwriting a true and accurate record of the following matters -

- (a) the date of the entry;
- (b) whether he or she attended at the office of his or her principal or any other place directed by the principal, and if he or she has not done so, his or her reasons therefor;
- (c) the duties and tasks assigned to him or her by his or her principal, and if no duties or tasks are assigned, the reasons for such omission;
- (d) the manner in and extent to which he or she has performed the duties and tasks assigned to him or her;
- (e) the approximate number or hours actually spent by him or her in the execution of the duties and tasks; and
- (f) any relevant matter not covered in paragraphs (a), (b), (c), (d) and (e) or any remarks.

(3) A candidate shall ensure that every daily entry in the diary made by him or her in accordance with subregulation (2) is endorsed by his or her principal, or in absence of the principal, by any other legal practitioner under whose control or supervision he or she performed his or her duties and tasks during the principal's absence.

(4) The Programme-Director shall make available to candidates a sufficient number of diaries at a reasonable cost and no candidate shall use any other type of diary.

Assessment of diary

10. (1) Every candidate shall, at such times as the Programme-Director may determine, which shall be at least once every quarter and at the end of the course, hand over to the Programme Director his or her diary for inspection.

(2) On the receipt of a candidate's diary, the Programme-Director shall examine the entries and note in the diary any suggestions or comments and thereafter return the diary to the candidate at such time as he or she may think fit.

(3) The Programme-Director shall keep in respect of every candidate a record of a fair summary of his or her suggestions or comments and any remarks recorded in the diary by the principal.

(4) If at the end of the course the Programme-Director is satisfied that -

(a) a candidate has satisfactorily performed the duties and tasks assigned to him or her by his or her principal, he or she shall forthwith make the following entry in the diary of that candidate and inform him or her accordingly -

"Candidate has satisfactorily attended and completed the course of post-graduate study and is recommended to sit the Legal Practitioners' Qualifying Examination.";

(b) a candidate has not satisfactorily performed the duties and tasks assigned to him or her by his or her principal, he or she shall forthwith make one of the following entries in the diary of that candidate and inform him or her accordingly -

(i) *"Candidate has not attended and completed course of post-graduate study satisfactorily and is not recommended to sit the Legal Practitioners' Qualifying Examination."; or*

(ii) *"Candidate required to perform further duties and tasks at the office of a principal satisfactorily to the Programme-Director before he/she can be recommended to sit the Legal Practitioners' Qualifying Examination.";*

Provided that a candidate referred to in regulation 8(2), shall be entitled to sit for the Legal Practitioners' Qualifying Examination if he or she has completed the course of post-graduate study.

(5) A candidate who is dissatisfied with an entry made by the Programme-Director under paragraph (b) of subregulation (4) may, within three days of being informed of the entry, by notice in writing, appeal to the Board against that entry and state the reasons for such appeal.

(6) An appeal referred to in subregulation (5) shall be lodged with the Programme-Director who shall forthwith transmit the appeal, together with that candidate's diary and any relevant documents and reasons for the entry, to the secretary, and any such appeal shall be considered by the Board within 10 days after the appeal has been lodged.

(7) The Board may request the appellant and the Programme-Director to appear before it, if it thinks fit.

(8) Upon considering the appeal, the Board may -

(a) confirm the entry made by the Programme-Director; or

(b) vary or amend, in any manner it thinks fit, the entry made by the Programme-Director.

Candidate's duty to take care of diary

11. (1) Every candidate shall be required to take the utmost care of his or her diary in order to prevent its loss or damage or the defacement of the entries therein.

(2) Where the diary of a candidate is lost or damaged or the entries therein are defaced, the candidate shall forthwith make a full report in writing to the Programme-Director explaining the circumstances of the loss, damage or defacement and giving the date of the loss, damage or defacement.

(3) The Programme-Director may require a candidate who has reported the loss or damage of his or her diary or the defacement of the entries therein to keep and maintain a new diary for the unexpired portion of the duration of the course of study.

Evaluation of candidate's performance upon loss or damage of diary or defacement of entries

12. If the diary of a candidate is lost or damaged or the entries therein are defaced, the Programme-Director may, for the purposes of subregulation (4) of regulation 10, take into account only the summaries kept in respect of the candidate in accordance with the provisions of subregulation (3) of that regulation.

Attendance at classes

13. Every candidate shall attend classes of instruction, as directed by the Programme-Director, in all the subjects referred to in regulation 7, except where a candidate has been exempted from a subject in terms of regulation 21.

PART IV**EXAMINATION****Holding of Legal Practitioners' Qualifying Examination**

14. (1) The Legal Practitioners' Qualifying Examination shall be held twice in each calendar year on such dates and at such time and place as the Board, after consultation with the Programme-Director, may announce by public notification, but the Board may, if it thinks fit, direct that an additional examination be held in a particular year.

(2) No person shall be permitted to enter for the Legal Practitioners' Qualifying Examination or any part thereof unless -

- (a) he or she is registered as a candidate in terms of regulation 4; and
- (b) has in accordance with section 5(3) of the Act been granted permission to sit that examination.

Composition of Legal Practitioners' Qualifying Examination

15. (1) The Legal Practitioners' Qualifying Examination shall consist of examinations in the subjects specified in regulation 7, except the subjects mentioned in paragraphs (b) and (d) of that regulation.

(2) Each examination shall consist of written papers in each of the subjects, and during the writing of a subject, a candidate may be permitted to refer to such texts and statutes as the Programme-Director may direct.

- (3) The Board shall appoint -
- (a) a lecturer or lecturers, if there are more than one, of a subject as the examiner or examiners of that subject; and
 - (b) a moderator for each subject.

Requirements of the Legal Practitioners' Qualifying Examination

16. (1) Subject to regulation 19(3), every candidate for the Legal Practitioners' Qualifying Examination shall be required to pass in every subject of the examination, except in so far as he or she may have been granted an exemption from any subject under regulation 21.

(2) Subject to subregulation (3), in any subsequent examination, a candidate shall be required to present himself or herself for only the subject or subjects in which he or she has not passed.

(3) A candidate who has taken and four times retaken the Legal Practitioners' Qualifying Examination or any part thereof and failed to complete it, shall not be permitted to retake the whole examination or any part thereof within five years of his or her last attempt, unless the Board upon an application of such candidate, has granted its consent therefor.

Notice

17. A candidate wishing to sit the Legal Practitioners' Qualifying Examination or any part thereof shall, at least four weeks prior to the date of the examination notified by the Board under regulation 14(1) -

- (a) give notice of his or her intention to sit the examination to the Board on Form JTC/2, as set out in Annexure 4; and
- (b) pay to the secretary the examination fees prescribed in Annexure 6.

Conduct of Legal Practitioners' Qualifying Examination

18. The Legal Practitioners' Qualifying Examination shall be conducted in accordance with such instructions as may have been issued by the Board after consultation with the Programme-Director.

Results of Legal Practitioners' Qualifying Examination

19. (1) In order to pass in any subject to the Legal Practitioners' Qualifying Examination a person shall have at least 45 percent marks.

(2) The result of a candidate in the Legal Practitioners' Qualifying Examination shall be graded -

- (a) "Distinction" if he or she gets 75 percent or more of the aggregate marks;
- (b) "Merit" if he or she gets 65 percent or more, but less than 75 percent of the aggregate marks;
- (c) "Pass" if he or she gets 45 percent or more, but less than 65 percent of the aggregate marks;
- (d) "Fail" if he or she gets less than 45 percent of the aggregate marks.

(3) Notwithstanding subregulation (1), a candidate who in any written examination fails in any subject and gains not less than 40 percent marks in that subject, shall be entitled to present himself or herself before the Board for an oral

examination in that subject.

(4) The Board shall issue a "Certificate in Law Practice" to any person who is successful at the Legal Practitioners' Qualifying Examination, and each such certificate shall indicate, in accordance with subregulation (2), the grade with which the candidate has passed.

(5) The final decision as to whether or not a person has gained any of the grades referred to in subregulation (2) shall rest with the Board.

Scripts of Legal Practitioners' Qualifying Examination

20. Any script written by a candidate for the purpose of the Legal Practitioners' Qualifying Examination shall be the property of the Board, and a candidate shall not be entitled to have sight of such script or to have it returned to him or her or to any other person.

Exemption

21. (1) The Board may, upon an application made to it on Form JTC/3 as set out in Annexure 5, exempt a person from any of the subjects to the Legal Practitioners' Qualifying Examination, but not more than five of those subjects.

(2) An application in terms of subregulation (1) shall be made not later than four weeks after the last publication of the notice announcing the commencement of the course of post-graduate study under regulation 3, but the Board may, if good cause is shown, consider and decide on an application made after the expiration of that period.

(3) If the Board exempts a person from any subject under subregulation (1), it shall forthwith inform the person in writing to that effect.

Disciplinary action against candidate legal practitioners

22. (1) If -

(a) in the course of or as a result of any proceedings before the Disciplinary Committee under section 35 of the Act it appears to the Committee that a candidate has been a party to the alleged unprofessional or dishonourable or unworthy conduct of the candidate's principal which gave rise to the proceedings; or

(b) a complaint is lodged with the Disciplinary Committee by the Council or any person on the conduct of a candidate which would have amounted to unprofessional or dishonourable or unworthy conduct had he or she been a legal practitioner,

the Disciplinary Committee shall enquire into the involvement of the candidate or complaint, as the case may be.

(2) The rules referred to in section 39(1) of the Act shall apply *mutatis mutandis* to any proceedings under subregulation (1).

PART V**GENERAL****Lodgement of documents and papers**

23. Documents and papers required to be lodged with the Board shall personally be delivered and handed over to the secretary or sent to him or her by registered post.

Extension and abridgment of time

24. Subject to the provisions of the Act, the Board may if it thinks fit, extend or abridge any time stipulated by these regulations.

Annexure 1

Form JTC/1

BOARD FOR LEGAL EDUCATION
APPLICATION FOR REGISTRATION AS A CANDIDATE
LEGAL PRACTITIONER
(regulation 4(1))

- 1. Name
- Nationality
- Date of Birth
- ID/Passport Number

- 2. Postal Address: Residential Address:
-
-
-
-
-

- 3. Male..... Female
- (Mark with an "X" in the appropriate space)

- 4. Qualifications

- (a) Degree, diploma or certificate:

University or comparable institution	Qualification obtained	Years attended From/To (M, Y/M, Y.)	Main subjects
.....			
.....			
.....			
.....			
.....			
.....			
.....			
.....			
.....			
.....			

(b) Professional training in legal practice (if applicable)

Training Institution	Professional Training obtained (if any)	Period of training From/To (M, Y/M, Y)	Main subjects
.....			

.....
.....
.....
.....
.....
.....
.....

5. Referees (to vouch for character and fitness and suitability to undergo the course):

(a) Name
Address

(b) Name
Address

6. Declaration

I declare that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission

made on this Form or other documents requested by the Board for Legal Education renders me liable to termination of registration and dismissal from the Justice Training Centre.

Date

Signature

PLEASE NOTE

- (a) This Form must be completed in ink and in block capitals by the applicant in his or her own handwriting, and must be delivered personally to the Secretary, Board for Legal Education, Ministry of Justice, Justitia Building, Independence Avenue, Private Bag 13302, Windhoek, or sent by prepaid, registered post.
- (b) Certified copies of certificates (under item 4) must be attached to the completed Form.
- (c) Testimonials by referees (under item 5) in sealed envelopes must accompany the completed Form.

Annexure 2

**BOARD FOR LEGAL EDUCATION
CERTIFICATE OF REGISTRATION**
(regulation 4(3))

No.:

Name,
Nationality,
Date of birth,
Postal address,

has this day been registered as a candidate legal practitioner pursuant to Part II of the Legal Practitioners Act, 1995 (Act No. 15 of 1995).

..... day of 19 ...

.....
Secretary to the Board
of Legal Education

.....
SEAL/STAMP

Annexure 3

BOARD FOR LEGAL EDUCATION

CONTRACT OF ATTACHMENT

(regulation 8(3))

Made and entered into by and between:

.....

(name of legal practitioner)

a legal practitioner duly admitted and practising as such at

.....

(address where legal practitioner is practising)

(hereinafter called the "principal")

and

.....

(name of candidate)

of

(address of candidate)

(hereinafter called the "candidate")

Whereas the candidate has registered as a candidate legal practitioner with the Board for Legal Education for a course of post graduate study at the Justice Training Centre and is desirous of being attached to the principal to gain practical experience in the practice of a legal practitioner and the principal is prepared to agree to such attachment,

Now therefore these presents witness:

1. The duration of this agreement shall be the period of nine months commencing with effect from the commencement of the candidates attendance of the course of post graduate study at the Justice Training Centre: Provided that should the candidate become entitled to be admitted as a legal practitioner prior to the date of termination of this agreement, this agreement shall forthwith terminate upon such admission.

2. The candidate hereby agrees and undertakes that whilst this agreement remains in force he or she shall -

(a) diligently serve as candidate under his or her principal in the latter's profession as a legal practitioner;

(b) attend on his or her principal for purposes of such attachment for a period of not less than 60 hours per month, such hours being the following:

.....
.....
.....

.....
(insert times of attendance at principal's office by student agreed upon, the total thereof not being less than 60 hours per month);

- (c) promptly execute all lawful instructions of his or her principal, the latter's partners (if any) or any other legal practitioner temporary placed in authority over him or her by his or her principal during the hours of such attachment;
 - (d) ensure that he or she does not absent himself or herself from his or her duties during such hours of attachment without the prior consent of the principal;
 - (e) conform with the reasonable requirements of his or her principal with regard to dress, behaviour and propriety, and do all things in his or her power to ensure that he or she obtains such qualifications as shall entitle him or her to admission as a legal practitioner.
3. The candidate hereby undertakes and agrees that he or she shall at no time divulge any confidential matters of his or her principal or of his or her clients, nor to discuss their affairs with any third party without their specific knowledge and prior consent and that he or she will not damage, do away with or deface any records, books, documents or assets of the principal or his or her clients.
4. The candidate further indemnifies his or her principal and/ or partners (if any) and in the case of a company, the co-directors (if any) and holds them harmless against him or her or them from any act, omission

or default on the part of the candidate acting in the course and scope of his or her attachment under this agreement.

5. The principal hereby agrees and undertakes that whilst this agreement remains in force he or she shall -
- (a) use his or her best endeavours to ensure that the candidate is properly and fully instructed in the practice, ethics and understanding of the profession of a legal practitioner with special emphasis on those matters enumerated in regulation 7(a) to (k) of the Candidate Legal Practitioners' Regulations;
 - (b) endorse the diary to be kept by the candidate in terms of Regulation 9 of the aforesaid Regulations only in respect of those duties and tasks performed by the candidate during the course of such attachment;
 - (c) upon full and proper compliance of the candidate with his or her obligations under this agreement, sign all documents and do all things necessary to procure the admission of the candidate for purposes of the Legal Practitioners' Qualifying examination and to gain admission as a legal practitioner;
 - (d) in the event of his or her ceasing to practice as a legal practitioner, sign all documents and do all acts or things necessary to enable the candidate, should he or she so desire, to cede this contract to some other suitable legal practitioner and to use his or her best endeavours to ensure that another suitable legal practitioner will accept such cession.

- 6. In the event of the candidate failing to comply with any of his or her duties or obligations hereunder, the principal shall be entitled, without prejudice to any other rights he or she might have in law, summarily to terminate the attachment; to inform the Board for Legal Education and the Law Society of Namibia of such termination and to declare this contract as cancelled.

- 7. In the event of the principal failing to comply with any of his or her duties or obligations under the contract, the candidate shall be entitled, without prejudice to any right he or she may have in law, to lodge a complaint with the Programme Director who shall forthwith bring the candidate's complaint to the attention of the Law Society of Namibia.

Dated at Windhoek this day of 19..

As witnesses:

1.

2.

Principal

Dated at Windhoek this day of 19...

As witnesses:

1.

2.

Candidate

Annexure 4

FORM JTC/2

**BOARD FOR LEGAL EDUCATION
NOTICE OF INTENTION TO SIT THE LEGAL PRACTITIONERS'
QUALIFYING EXAMINATION**

(regulation 17(a))

To: Secretary
Board For Legal Education
C/o Ministry of Justice
Justitia Building, Independence Avenue
Private Bag 13302
Windhoek

1. I,
of
(physical address)

do hereby give notice of my desire to sit the Legal Practitioners'
Qualifying Examination to be held on 19.... in the
following subjects:

- (a)
- (b)
- (c)
- (d)
- (e)
- (f)
- (g)
- (h)

(i)

2. The Number of my certificate of registration as a candidate of the Justice Training Centre is, dated day of 19

3. I commenced my attendance at the Justice Training Centre on, and completed the course on

4. Notices in relation to the examination should be sent to me at the following address:

.....
.....
.....
.....

.....
Date

.....
Signature of Candidate

5. I certify that has duly fulfilled the requirements of the course, in terms of the Act, which he/she attended from day of 19... to day of 19...

.....
Date and Stamp

.....
Programme-Director, Justice Training Centre

Annexure 5

FORM JTC/3

BOARD FOR LEGAL EDUCATION
APPLICATION FOR EXEMPTION FROM THE WHOLE
OR PART OF THE LEGAL PRACTITIONERS'
QUALIFYING EXAMINATION
(regulation 21)

1. Name:
(block capitals)

Postal Address

Residential Address

.....

Certificate of Registration Number:
 dated day of 19.....

2. Exemption requested in the following subjects:

- (a)
- (b)
- (c)
- (d)

(e)

3. Grounds of claim for exemption (please attach documentary evidence in support of claim)

.....
.....
.....
.....
.....

Date

Signature

Annexure 6**Enrolment and Tuition Fees***(regulations 4(3) and 17(b))*

- (a) Enrolment Fee NS200
- (b) Tuition Fee (for each subject) NS100
- 2. Examination Fee, for each subject -
 - (a) at first sitting NS10
 - (b) at subsequent sitting NS20