COUNCIL OF LEGAL EDUCATION

NON-UWI APPLICANTS

NORMAN MANLEY, HUGH WOODING AND EUGENE DUPUCH LAW SCHOOLS

INSTRUCTION & INFORMATION SHEET

Introduction:

The Council of Legal Education (the Council) 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.

APPLICATIONS:

Applications for entry to any of the law schools **MUST**, among other things, include the submission of a transcript from the programme(s), by reference to which admission is being sought.

The application forms are available from the Law Schools websites:

ALL NON-UWI applicants, regardless of the school for which they are zoned, must apply through the online portal at https://nmls.edu.jm.

Applicants zoned to the **Norman Manley Law School** (NMLS), must:

1. complete and submit the online **Non-UWI Application Form** and pay the application fee of US$300 via the online payment gateway, or Bank Draft;

2. complete and submit the online **Two-Year Programme Application Form** found under the section entitled **For UWI Applicants** and pay the application fee of US$75 via the online payment gateway, or by Bank Draft; and

3. upload receipt(s) of payment or copy of draft, when submitting both applications.

Both forms are available at https://nmls.edu.jm.

Applicants zoned to the **Hugh Wooding Law School** (HWLS), must:

1. complete and submit the online **Non-UWI Application Form** available at https://nmls.edu.jm and pay the application fee of US$300 via the online payment gateway, or Bank Draft;

2. upload receipt of payment or copy of draft, when submitting application, and

3. complete and submit the **Two-Year Programme Application Form** at https://hwls.edu.tt/ and pay the application fee of US$75 directly to the HWLS.

Applicants zoned to the **Eugene Dupuch Law School** (EDLS), must:

1. complete and submit the online **Non-UWI Application Form** available at https://nmls.edu.jm; and pay the application fee of US$300 via the online payment gateway, or Bank Draft;

2. upload receipt of payment or copy of draft, when submitting application, and

3. complete and submit the **Two-Year Programme Application Form** at https://eugenedupuchlaw.edu.bs/ and pay the application fee of US$75 directly to the EDLS.

N.B. Both application forms must be submitted and payments made by January 31, 2027, in order to be considered for the 2027- 2028 Academic Year.

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

Assessment of Transcripts

Transcripts of the applicant's Bachelor of Laws (LL.B.) degree will be evaluated 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 recognised as equivalent to the LL.B. from the University of the West Indies. The degree must include five core courses of Contract Law, Criminal Law, Equity, Tort and Property Law. The LL.B. 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.

QUALIFICATIONS:

Applications are open to persons who are holders of the approved qualifications as outlined below, or who expect to receive that qualification by **June 30** 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 recognised 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".*

The relevant transcript must be sent directly from the awarding institution **by June 30, 2027,** by the following methods/media**:**

Mail/courier 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@nmlscle.com.

APPLICATION FEE:

There is a **NON-REFUNDABLE AND NON-TRANSFERRABLE** application fee of US$375.00. US$300.00 is payable for processing of the non-UWI application and US$75.00 payable to the school for which you are zoned.

If you prefer not to use the online payment gateway, a Bank Draft/Manager's Cheque in United States Dollars (US$), drawn on a U.S. Bank can be made payable to the **NORMAN MANLEY LAW SCHOOL.** 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
Email: Admissions@nmlscle.com