



IPCE

IPCE Law School

Introduction to the IPCE Law School & Application Form

Campus Information

Rosebank

Email: pvt@ipce.co.za

Address: 14 Glenhove Road corner 8th Street, Melrose Estate, Rosebank.

Tel: 010 109 7787

WhatsApp: 083 670 8300

Accredited by



Introduction to the IPCE Law School

Introducing the IPCE Law School and the Practical Vocational Programme for Candidate Attorneys

The IPCE Law School (IPCE-LS) was established in 2012 and is accredited by the by the Legal Practice Council (LPC).

There are a limited number of places available, and applicants undergo a selection process before being accepted. An application form is attached to this information sheet and serves only as an application form – your acceptance is not guaranteed. All applicants will be informed via letter of the outcome of their application.

Purpose of the IPCE's Practical Vocational Programme for Candidate Attorneys:

To provide law graduates with the opportunity to acquire and develop practical legal skills required to become competent legal practitioners.

The primary benefit of attending the IPCE-LS' Practical Vocational Programme is that law graduates gain a comprehensive set of competencies, which they may not gain as candidate legal practitioners during their period of service under a practical vocational training contract.

Pedagogical Learning and Delivery

The *IPCE-LS' Practical Vocational Programme* consists of modules as prescribed by the regulations of the LPA. Learning is experience-centred to ensure that candidates will be able to perform on an entry level with minimal supervision.

Candidates learn within a practical context, in a simulated law firm environment. Each candidate is allocated to a 'law firm' - each 'law firm' has access to an office and to computers and a law library.

Mock-courts and practical work form the foundation of the learning. Candidates exchange pleadings and draft the necessary court papers in action and application proceedings.

The medium of instruction is English, and the learning is provided by practising legal practitioners.

The timetable for the School's activities are as follows:

Day School:

Monday to Friday, 8:15 –16:00 and certain Saturdays from 8:30 –13:30.

See the dates on the Application Form.

Night School:

Monday to Friday, 17:00 – 21:00 and certain Saturdays from 8:30 – 13:30.

Registration for 1st intake opens on 20 March and closes on 17 April.

Programme Content

The *IPCE-LS' Practical Vocational Programme* is based on experiential learning and the full 8 module programme will be shared during our first interaction and covers the primary Legal Knowledge areas.

Regulation 6 of the LPA is for candidates who want to register as attorneys and Regulation 7 is for candidates who want to register as advocates. All subject matter covered in Regulation 6 will be covered whilst regulation 7, generally, will be covered.

Admission: Requirements & Selection

LLB law graduates who successfully complete the *IPCE-LS' Practical Vocational Programme*, qualify to reduce their PVT contract period by 12-months should they wish to be registered as attorneys. Those who want to be registered as advocates only require a 12-month PVT contract and no reduction is applicable.

Consideration will be given to the following:

- Candidates that have completed the LLB degree at a South African university.
- Candidates that have been awarded a South African BProc degree prior to 31 December 2004.
- Candidates that have completed a law degree in a foreign country, which is equivalent to the South African LLB degree, and which is recognised by SAQA as equivalent.

Confirmation of foreign accreditation by SAQA is the responsibility of the applicant.

A selection committee will consider the applications and may require applicants to attend interviews.

Assessment

Candidates are expected to be proficient in knowledge of the substantive law prior to attending the programme.

- A student's progress is monitored throughout the duration of the *IPCE-LS' Practical Vocational Programme*.
- Attendance and preparation is of paramount importance to complete the programme successfully.
- Due to severe time constraints, candidates are expected to do independent self-study prior to attending lectures.
- Formative and summative assessments will be conducted.

For the attendance Schools a minimum of 50% per summative assessment and full attendance is required to complete the programme successfully.

To be considered for the *IPCE-LS' Practical Vocational Programme*, applicants must submit the following documents with their application forms –

- a certified copy of the applicant's South African identity document; and
- proof of law degree
 - a certified copy of the applicant's LLB degree from a South African university or an original letter from the Dean of Law of the University concerned, stating that the student has completed their LLB degree in the current year; alternatively, will have no more than two modules outstanding by the time the School commences; or
 - a certified copy of the applicant's BProc degree, awarded prior to 31 December 2004; or
 - a certified copy of written proof of a completed law degree in a foreign country, which is recognised by SAQA as equivalent to the South African LLB degree, and a certified copy of written proof of such recognition by SAQA.



**Looking forward to welcoming you at the
IPCE-LS' Practical Vocational Programme
shortly!**

Application for Registration: 2021 1st Intake

Please complete this form and hand in at the IPCE Law School or send to pvt@ipce.co.za

NB: Include with your application:

- a certified copy of your identity document and
- LLB degree (where applicable) with your application

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Intake 1	Day School – 04 May to 01 Sep	Night School – 04 May to 01 Sep
Intake 2	Day School – 03 Sep – 04 Dec	Night School – 03 Sep – 04 Dec

Registration for 1st intake opens on 20 March and closes on 17 April.

1. STUDENT INFORMATION

Surname:		
Full Names (as per ID Book):	1.	
	2.	
Initials:		
Residential Address	Unit:	
	Street:	
	City:	
	Province:	
	Code:	
Tel (h):	Tel (Cell):	
Email address:		
ID Number:		
Citizenship:		
Race (for statistical purposes):		
Gender (for statistical purposes):		
School where you matriculated:		
City in which you matriculated:		
Registering for (tick where appropriate)	Day:	Night:

2. EDUCATION

Special Needs:

Kindly describe the nature of the need, if any, for special needs assistance required from the School:

Law degree	University & Country	Year Registered	Year Complete
LLB obtained or not more than two subjects outstanding, (Subject to confirmation letter from the dean)			
BProc			
Law degree completed in a foreign country recognised by SAQA as equivalent to the south African LLB law degree			

3. TUITION FEES

The estimated fee is R20 000.00.

R5000 on acceptance

Balance by 30 April

Tick to indicate acknowledgement:

4. PREVIOUS CONVICTIONS

Have any disciplinary steps been taken against you by a university or any other authority?

If yes kindly specify:

Have you ever been found guilty of a criminal offence?

If yes kindly specify:

5. DECLARATION BY THE APPLICANT

5.1. I understand that this is an application to be a candidate legal practitioner at IPCE Law School. I declare that, if I am accepted as a candidate to the School the following will apply. I will:

5.1.1. promptly execute all lawful instructions from the School principal, their assignee or instructors;

5.1.2. ensure that I am punctual for all classes;

5.1.3. ensure that I am not absent from the course without the prior knowledge of the School principal; and

5.1.4. I understand that candidates attending must pay their fees into the designated IPCE bank account ONLY.

IPCE will not accept liability if fees are paid into any other bank account. IPCE banking details are as follows:

Name of account: Illovo Paralegal College of Education;

First National Bank (FNB);

Account number: 62375639724.

Please add full name surname as a reference.

NB – Please do not pay the fee until you have received formal confirmation from IPCE that your application has been successful.

5.2. I accept that a certificate of compliance will be awarded only if I have completed the course in strict accordance with the conditions set out in my undertaking, to be signed after selection.

5.3. I have familiarised myself with IPCE's cancellation policy

5.4. I accept that IPCE has the right to terminate my participation should I not pay the course fee as required

5.5. I accept that the admission requirements for a legal practitioner is as per the Legal Practice Act and the rules and regulations of the LPC

5.6. I accept that, should I discontinue my attendance prior to the end of the programme, I shall be held liable for the full tuition fee

Signed at _____ on this _____ day of _____ 2021

Full Name & Surname		Signature	
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