

GHANA SCHOOL OF LAW

NOTICE

SUBMISSION OF HARD COPY DOCUMENTS FOR SUCCESSFUL 2025 ENTRANCE EXAM CANDIDATES

ALL CANDIDATES WHO WERE SUCCESSFUL IN THE 2025 ENTRANCE EXAMINATION ARE TO NOTE THAT SUBMISSION OF THEIR HARD COPY DOCUMENTS IS SCHEDULED FOR **FRIDAY 14TH NOVEMBER 2025 TO MONDAY 17TH NOVEMBER 2025.**

THE SCHEDULE IS AS FOLLOWS:

ACCRA

GROUP	SURNAMES	TIME	DATE	VENUE
ACCRA MAIN / GIMPA / UPSA Groups: A, A1, A2	A - B	8am – 10:30 am	FRI 14 TH NOV. 2025	ACCRA MAIN CAMPUS, MAKOLA
	C - L	10:30 am – 12 noon		
	M - Z	1pm – 4pm		

ACCRA MAIN / GIMPA / UPSA Groups: B, B1, B2	A - B	8am – 10:30 am	SAT 15 TH NOV. 2025	ACCRA MAIN CAMPUS, MAKOLA
	C - L	10:30 am – 12 noon		
	M - Z	1pm – 4pm		
ACCRA MAIN / GIMPA / UPSA Groups: C, C1, C2	A - B	8am – 10:30 am	MON 17 TH NOV. 2025	
	C - L	10:30 am – 12 noon		
	M - Z	1pm – 4pm		

KUMASI

GROUP	SURNAMES	TIME	DATE	VENUE
KUMASI	A - B	8am – 10:30 am	FRI 14 TH NOV. 2025	KUMASI CAMPUS
Groups: A1, A2	C - L	10:30 am – 12 noon		
	M - Z	1pm – 4pm		
KUMASI	A - B	8am – 10:30 am	SAT 15 TH NOV. 2025	
Groups: B1, B2	C - L	10:30 am – 12 noon		
	M - Z	1pm – 4pm		

CANDIDATES TO BE PROCESSED MUST BE FORMALLY DRESSED.

THE HARD COPY DOCUMENTS TO BE SUMMITTED ARE AS FOLLOWS:

1. LLB CERTIFICATE (**ORIGINAL FOR VERIFICATION AND CERTIFIED TRUE COPY AND NOT A PHOTOCOPY OF THE CERTIFIED TRUE COPY FOR SUBMISSION**)
2. LLB TRANSCRIPT (**ORIGINAL WITH THE GRADING SYSTEM ATTACHED**)
3. ACADEMIC REFERENCE FROM LLB AWARDING UNIVERSITY (**ORIGINAL DATED 2025**)
4. CHARACTER REFERENCE FROM A LAWYER NOT LESS THAN 10 YEARS (**ORIGINAL DATED 2025**)
5. DECLARATION AND APPLICATION FORM (**ORIGINAL**)
6. UNDERTAKING FORM (**ORIGINAL**)
7. WITNESS FORM (**ORIGINAL**)
8. VALID NATIONAL ID CARD (**FRONT AND BACK COLOUR PHOTOCOPY**)
9. ***EVIDENCE OF APPROVAL FOR STUDY LEAVE FROM EMPLOYERS (**FOR WORKING APPLICANTS ONLY**)
10. ***GAZETTE / STATUTORY DECLARATION ON CHANGE OF NAME (**WHERE NAME USED TO APPLY FOR ADMISSION IS DIFFERENT FROM THE NAME ON THE LLB CERTIFICATE AND TRANSCRIPT**)

PARKING OF VEHICLES

Candidates who will be visiting the Accra Main Campus are advised to use any of the following places for parking of their vehicles at their **own cost**:

- Makola Mall Car Park (opposite the Main Campus), Makola

- Rawlings Park, Makola
- Kwame Nkrumah Mausoleum (Community Centre Car Park), High Street, Accra.
- Ghana House Car Park (Near Former Stanchart Bank Head Office, High Street)



JULIET ADU-ADJEI (MRS.)

REGISTRAR

7TH NOVEMBER 2025