



SUMMARY OF EXEMPTIONS TO ADVOCATES OF THE HIGH COURT OF KENYA AND OTHER HOLDERS OF BACHELOR OF LAWS (LLB) DEGREE WISHING TO PURSUE THE CERTIFIED SECRETARIES (CS) QUALIFICATION

STRUCTURE OF THE CERTIFIED SECRETARIES (CS) EXAMINATION	Advocates with over ten (10) years experience	Advocates with over three (3) years but less than ten (10) years experience	Advocates with less than three (3) years experience	Holders of Bachelor of Laws (LLB) degree who are not Advocates
Part I Section 1				
Organisational Behaviour	Exempted	Exempted	Exempted	Exempted
Business Law	Exempted	Exempted	Exempted	Exempted
Business Communication	Exempted	Exempted	Exempted	Exempted
Section 2				
Economics	Exempted	TBA	TBA	TBA
Principles of Accounting	Exempted	Exempted	Exempted	TBA
Public Finance and Taxation	Exempted	TBA	TBA	TBA
Part II Section 3				
Company Law	Exempted	Exempted	Exempted	Exempted
Financial Management	Exempted	TBA	TBA	TBA
Principles and Practice of Management	Exempted	TBA	TBA	TBA
Section 4				
Corporate Secretarial Practice	Exempted	Exempted	TBA	TBA
Management Information Systems	Exempted	TBA	TBA	TBA
Law and Procedure of Meetings	Exempted	Exempted	Exempted	TBA
Part III Section 5				
Human Resource Management	Exempted	Exempted	Exempted	TBA
Financial Markets Law	TBA	TBA	TBA	TBA
Governance and Ethics	TBA	TBA	TBA	TBA
Section 6				
Strategic Management	TBA	TBA	TBA	TBA
Public Policy and Administration	TBA	TBA	TBA	TBA
Governance and Secretarial Audit	TBA	TBA	TBA	TBA
Total number of papers exempted	13 papers	8 papers	7 papers	4 papers
Total number of papers to be attempted	5 papers	10 papers	11 papers	14 papers

Note: TBA refers to "papers to be attempted"