



COUNCIL FOR LEGAL EDUCATION RE-MARK POLICY

May all candidates note the following:

1. **ONLY** candidates who obtain a mark of between **40-49%** in any paper may request a re-mark. The re-mark is not automatic but is strictly by request.
2. The request should be made in writing in the form of a letter addressed to the Executive Secretary of the Council within a period of seven days (**7**) from the date of publishing of results as applicable. This period excludes weekends and official public holidays. No extension of the seven-day period shall be granted to any candidate. Re-mark requests that come after the prescribed period shall be ignored.
3. The request letter shall contain the candidate's name, number, subject and mark obtained.
4. Letters can be couriered, hand delivered during business hours or emailed as an attachment to the following email addresses examinations@cle.org.zw cc secretary@cle.org.zw and finance@cle.org.zw. The CLE Secretariat shall stamp, date and indicate time of receipt for all requests and for letters sent via email, shall use the date and time as appears on the email as applicable.
5. All re-marks shall be completed and results communicated to candidates in writing within a period of 14 days excluding weekends and official public holidays from the date of payment of the re-mark fee of **USD50**. To avoid delays, a candidate shall send proof of payment for the re-mark to Council via the following email addresses examinations@cle.org.zw cc secretary@cle.org.zw and finance@cle.org.zw.
6. Under no circumstances shall a candidate communicate in any manner whatsoever with a Councillor requesting a re-mark or inquiring about results. Only the Council can communicate the results with a candidate in writing.
7. The mark awarded to the candidate by an examiner after a re-mark shall be final and no correspondence shall be entered into.

Mr C. Vuta

EXECUTIVE SECRETARY, COUNCIL FOR LEGAL EDUCATION