



**LAW SOCIETY**  
OF SOUTH AFRICA



PROFESSIONAL  
**AFFAIRS** DE REBUS

# 2025

## PVT SCHOOL FOR LEGAL PRACTICE

### Practical Legal Training Course



+27 12 441 4600



161 Lynwood Road, Corner Jan Shoba, Brooklyn, Pretoria



[www.LSSALEAD.org.za](http://www.LSSALEAD.org.za)

## LSSA 2025 GUIDE FOR APPLICANTS

### LAW SOCIETY OF SOUTH AFRICA

**Tel:** +27 (12) 366 8800

**Fax:** +27 (12) 362 0969

**Postal address:**

PO Box 36626  
Menlo Park 0102  
Docex 82 Pretoria

**Website:**

[www.LSSA.org.za](http://www.LSSA.org.za)

### LEGAL EDUCATION AND DEVELOPMENT

**Tel:** +27 (12) 441 4600

**Postal address:**

PO Box 27167,  
Sunnyside 0132

Docex 227 Pretoria

**Physical address:**

161 Lynnwood Road,  
Brooklyn Pretoria, 0001

**E-mail:**

See individual campus  
e-mail addresses on application form.

**Website:**

[www.LSSALEAD.org.za](http://www.LSSALEAD.org.za)



LAW SOCIETY  
OF SOUTH AFRICA



Please note that the School is discretionary in nature. Its focus is to provide all candidate legal practitioners who are unable to secure practical vocational training (PVT) contracts with enhanced and best-practice practical legal skills training. This will equip candidates to be more proficient in legal practice, thereby increasing their chances of access to the legal profession by attaining a PVT contract. The School is open for candidates who want to be registered as legal practitioners (attorneys or advocates). Candidates in PVT contracts can register with a Night School. The minimum training requirement for a candidate in a PVT contract is the 21-days PVT short course. There is a separate online programme specifically for advocates.

Admission as a legal practitioner is subject to the Rules of the Legal Practice Act 28 of 2014 (LPA). Candidates are advised to confirm the criteria. Please visit the Legal Practice Council (LPC) website at [www.LPC.org.za](http://www.LPC.org.za) or contact the regional LPC office.

## 1 ABOUT THE SCHOOL

The PVT School, established by the Law Society of South Africa (LSSA) and implemented via its Legal Education and Development division (LEAD), provides a postgraduate vocational training course for law graduates and is registered by SAQA and accredited by the LPC.

PVT Schools are available at ten campuses. These are situated in: Bloemfontein, Cape Town, Durban, East London, Johannesburg, Polokwane, Port Elizabeth, Potchefstroom, Pretoria and Venda. This is a minimum four-month attendance course. In addition, the LSSA offers a distance School in conjunction with the University of South Africa (UNISA); this is a minimum five-month course. [Click here for the contact details for all the Schools.](#)

LLB graduates who successfully complete the course qualify to reduce their PVT contract period by 12-months should they wish to be admitted as attorneys. Those who want to be admitted as advocates only require a 12-month PVT contract, and no reduction is applicable.

A limited number of places are available at each campus, and applicants go through a selection process before being accepted (refer to item 8 for key selection criteria). Therefore, the attached application form does not guarantee acceptance. A formal acceptance letter will be sent, where an application is successful.

Subject to adequate applications, registrations and capacity, the LSSA may open a third School in the final trimester (September to December) at the ten attendance Schools or an additional course at the LSSA-UNISA Distance Learning School (July to December).

## 2 OBJECTIVE OF THE COURSE

To allow law graduates to acquire and develop practical legal skills to become effective legal practitioners. Training is provided by practising legal practitioners.

The primary benefit of attending the course is that law graduates gain a full spectrum of skills and knowledge, which they may not gain as candidate legal practitioners during their period of service under a PVT contract. As an ancillary outcome, candidates are trained in preparation for the competency-based admission examinations written by candidate legal practitioners intending to practice as an attorney.

## 3 ATTENDANCE AND AFTER-HOURS COURSE (EXCLUDES LSSA-UNISA DISTANCE LEARNING SCHOOL)

Depending on the campus, the course is offered during the day (Day School) and/or after-hours (Night School); the Night School accommodates applicants who are employed during the day.

## 4 NATURE OF STUDY

The School course consists of modules as prescribed by the regulations as per the LPA (as amended). Training is practice-orientated to ensure that candidates can perform most tasks at entry-level with minimal supervision once they have completed the course.

Candidates are trained in a practical context, in a simulated law firm environment. Each candidate is allocated to a 'law firm'. Moot courts and practical work form the foundation of the training activities. Candidates exchange pleadings and draft the necessary court papers in action and application proceedings.

## 5 MODULES

The programme is standardised and uniform throughout South Africa and is based on experiential training defined as 'notional hours'. Regulation 6 of the LPA is for candidates who want to be admitted as attorneys. Regulation 7 is for candidates who want to be admitted as advocates, for which there is a separate programme.

Please click here ([www.LSSALEAD.org.za/regulations-subject-comparisons/](http://www.LSSALEAD.org.za/regulations-subject-comparisons/)) to view the subjects included in the regulations.

## 6 INSTRUCTION

The medium of instruction is English.

## 7 SCHOOL HOURS (EXCLUDING LSSA-UNISA DISTANCING LEARNING SCHOOL)

Day School:	Night School:
Monday to Friday, 08:15 – 16:00 and certain Saturdays from 08:30 – 13:30.	Monday to Friday, 17:00 – 21:00 and certain Saturdays from 08:30 – 13:30.

## 8 ADMISSION REQUIREMENTS AND SELECTION

- 8.1 Consideration will be given to candidates –
  - who have completed the LLB degree at a South African university;
  - who have been awarded a South African BProc degree; or
  - who have completed a law degree in another country, which is equivalent to the South African LLB degree and recognised by SAQA as equivalent.
- Non-SA citizens must attach a study permit valid for the duration of training.
- **NB: Confirmation of foreign accreditation by SAQA is the responsibility of the applicant.**
- 8.2 A selection committee will consider the applications. The committee may require applicants to attend interviews.
- 8.3 Due to the large number of applications, preferences will be given to applicants who reside within the School's region.
- 8.4 *Non-SA Citizens must please note the requirements of the LPA regarding admission to practice for non-SA Citizens.*

## 9 DATES

The School's Advisory Committee reserves the right to change dates and/or cancel any course if the number of applicants or registrations is not sufficient. Applicants will be given adequate notice of cancellation.

## 9 DATES CONTINUED

- **Intake 1 (Day and Night)**  
**January 2025 – April 2025**  
Closing date for Applications: 31 October 2024
- **Intake 2 (Day and Night)**  
**May 2025 – August 2025**  
Closing date for Applications: 28 February 2025.
- **Intake 3 (Day and Night)**  
**September 2025 – December 2025**  
Closing date for Applications: 30 May 2025

## 10 TUITION FEE

**The fee is subject to subvention by the LPC.  
Due to uncertainty about the subvention,  
the estimated fee is  
R 20 250 (15 % VAT included).**

If your application is successful, the fee must be paid before the course commences. The fee includes study material but excludes stationery. Candidates are responsible for their own arrangements, accommodation and travelling expenses. Candidates may wish to defer making accommodation and travelling arrangements until it is confirmed that the course is proceeding.

## 11 CANDIDATE EVALUATION AND CERTIFICATION

- 11.1 A student's progress is monitored throughout the duration of the course.
- 11.2 Preparation and participation are of paramount importance to complete the programme successfully. Candidates are expected to be proficient in knowledge of the substantive law prior to attending the programme. Due to severe time constraints, candidates are expected to do independent self-study prior to attending lectures, where applicable.
- 11.3. Formative and summative assessments will be conducted.
- 11.4 For the attendance Schools, a minimum of 50% per summative assessment and full attendance is required to complete the programme successfully.
- 11.5 For the UNISA Distance School, a minimum of 50% per summative assessment and assignments is required to complete the programme successfully.

## 12 DOCUMENTS TO BE INCLUDED

To be considered for the course, applicants must submit the following documents with their application forms –

- 12.1 a certified copy of the applicant's South African identity document; and
- 12.2 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; or
  - a certified copy of written proof of a completed law degree in another country, which SAQA recognises as an equivalent to the South African LLB degree, and a certified copy of written proof of such recognition by SAQA.

## HOW TO APPLY FOR THE COURSE

**Kindly note that you can only apply online and that there are limited places available. Candidates must apply individually (one application per applicant).**

### STEP 1:

**CLICK ON THE RELEVANT CAMPUS LINK TO APPLY ONLINE.** The link will take you to the relevant campus application form. Please ensure that you apply at the correct Campus.

### STEP 2:

Ensure you have all relevant documentation saved. This information will need to be uploaded on the 'online application' form. It is your responsibility to ensure that the application is completed correctly, and that the correct supporting documentation is attached.

### Confirmation e-mail:

Once you have successfully applied, you will receive confirmation that the school has received your online application and documentation.

### Further communication

You will receive correspondence from the relevant course coordinator before the commencement of the course, if your application has been successful. The correspondence will contain all registration links and programme details.

# APPLICATION FORM: PVT SCHOOL FOR LEGAL PRACTICE 2025

ONLY submit the application form when applying. Please complete this form and submit it to the campus of your choice by post, e-mail or hand delivery. The LSSA reserves the right to change dates for the school.

APPLICANT NAME AND SURNAME

APPLICANT ID NUMBER

**Note:** Please select your campus of choice and intake with an 'x'.

\*The Schools may include a third intake in 2025, subject to a minimum number of applications and registrations; please enquire directly from the School Centre concerned.

CAMPUS	BLOEMFONTEIN	CAPE TOWN*	DURBAN*	EAST LONDON*	JOHANNESBURG*
INTAKES	NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>	DAY SCHOOL INTAKE 1 <input type="checkbox"/>	DAY SCHOOL INTAKE 1 <input type="checkbox"/>	DAY SCHOOL INTAKE 1 <input type="checkbox"/>	DAY SCHOOL INTAKE 1 <input type="checkbox"/>
	NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>	DAY SCHOOL INTAKE 2 <input type="checkbox"/>	DAY SCHOOL INTAKE 2 <input type="checkbox"/>	DAY SCHOOL INTAKE 2 <input type="checkbox"/>	DAY SCHOOL INTAKE 2 <input type="checkbox"/>
		DAY SCHOOL INTAKE 3 <input type="checkbox"/>	DAY SCHOOL INTAKE 3 <input type="checkbox"/>	DAY SCHOOL INTAKE 3 <input type="checkbox"/>	DAY SCHOOL INTAKE 3 <input type="checkbox"/>
		NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>
		NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>
		NIGHT SCHOOL INTAKE 3 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 3 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 3 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 3 <input type="checkbox"/>
APPLY	<a href="#">CLICK HERE TO APPLY</a>	<a href="#">CLICK HERE TO APPLY (DAY)</a> <a href="#">CLICK HERE TO APPLY (NIGHT)</a>	<a href="#">CLICK HERE TO APPLY</a>	<a href="#">CLICK HERE TO APPLY</a>	<a href="#">CLICK HERE TO APPLY</a>
ENQUIRIES	Hanlie Bezuidenhout	Zulpha Anthony (Day) Kavita Kooverjee (Night)	Nadira Sewnarain	Sue Donovan	Motsamai Mokoena (Day) Ridhwaan Mahomed (Night)
E-MAIL	Bloemfonteinschool@LSSALEAD.org.za	zulpha.anthony@uct.ac.za kavita.kooverjee@uct.ac.za	sewnarain1@ukzn.ac.za	sue@LSSALEAD.org.za	motsamai@LSSALEAD.org.za Ridhwaan@LSSALEAD.org.za
TEL	083 228 1844	(021) 650 4481	(031) 260 2351	(043) 726 4319/4172,	(011) 726 4154
PHYSICAL ADDRESS	2nd Floor President Reitz Street, Bloemfontein	1st Floor, Burg House, Belmont Office Park, Belmont Road, Rondebosch 7700	University of KwaZulu-Natal, Howard College Campus, Room 266, Innovation Centre, Gate 9, Rick Turner Road, Durban	1st floor, 6 Steward Drive, Berea	1st Floor, Richmond Forum 1, cnr Cedar and Napier Roads, Richmond, Auckland Park, Johannesburg
POSTAL ADDRESS	Advocates Chambers, 3 Zola Budd Street, Bloemfontein, 9301	University of Cape Town School for Legal Practice Private Bag X3, Rondebosch, 7701	University of KwaZulu-Natal, Howard College Campus, Durban, 4014	PO Box 1475, East London, 5200	PO Box 31649, Braamfontein, 2017
PRINCIPAL	Motseki Morobane	Gail Kemp	Fahreen Kader	Bongi Nkohla	Chandika Singh

CAMPUS	POLOKWANE*	PORT ELIZABETH	POTCHEFSTROOM	PRETORIA*	VENDA
INTAKES	DAY SCHOOL INTAKE 1 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>	DAY SCHOOL INTAKE 1 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>
	DAY SCHOOL INTAKE 2 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>	DAY SCHOOL INTAKE 2 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>
	DAY SCHOOL INTAKE 3 <input type="checkbox"/>			DAY SCHOOL INTAKE 3 <input type="checkbox"/>	NIGHT SCHOOL INTAKE 3 <input type="checkbox"/>
	NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>			NIGHT SCHOOL INTAKE 1 <input type="checkbox"/>	
	NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>			NIGHT SCHOOL INTAKE 2 <input type="checkbox"/>	
	NIGHT SCHOOL INTAKE 3 <input type="checkbox"/>			NIGHT SCHOOL INTAKE 3 <input type="checkbox"/>	
APPLY	<a href="#">CLICK HERE TO APPLY (DAY)</a> <a href="#">CLICK HERE TO APPLY (NIGHT)</a>	<a href="#">CLICK HERE TO APPLY</a>	<a href="#">CLICK HERE TO APPLY</a>	<a href="#">CLICK HERE TO APPLY (DAY)</a> <a href="#">CLICK HERE TO APPLY (NIGHT)</a>	<a href="#">CLICK HERE TO APPLY</a>
ENQUIRIES	Salome Maloka (Day) Nombe Maakamedi (Night)	Anita Strydom	Palesa Chebeletsane	Ali Haji (Day) Theresa Harding (Night)	Queen Gopo
E-MAIL	malokas@edupark.ac.za nombe@LSSALEAD.org.za	Anita.Strydom@mandela.ac.za	palesa.chebeletsane@nwu.ac.za	ali@LSSALEAD.org.za theresa@LSSALEAD.org.za	Gopoq@LSSA.org.za
TEL	(015) 290 2813/88	(041) 504 2264	(018) 299 4438	(012) 441 4600	(015) 290 2811/12/88
PHYSICAL ADDRESS	1st Floor, A Block Edupark, Campus Road, Polokwane	Nelson Mandela University, South Campus, Building 6, Dept. of Education, Lower Ground, Room 06LG111, Admiralty Way, Summerstrand, Port Elizabeth	North-West University, Faculty of Law, First Floor, Main Building, Potchefstroom	161 Lynnwood Road (entrance), Corner Jan Shoba, Brooklyn, Pretoria	University of Venda, Office No G5, Mobile Office Complex, University Road, Thohoyandou, 0950
POSTAL ADDRESS	PO Box 3148, Polokwane, 0700	PO Box 77000, Nelson Mandela University, Port Elizabeth, 6000	PO Box 20810, Noordbrug, Potchefstroom, 2522	PO Box 27167, Sunnyside, 0132	Private Bag X5050, Thohoyandou, 0950
PRINCIPAL	Nothando Queen Gopo	Desiree David	TBA	Mmabatho Seema	Nothando Queen Gopo