

# 2

## Dates for your diary

The following timetable provides a checklist of key dates in the Diploma student calendar. Please note that failure to return any forms sent to you by the closing dates given can affect your registration as a student and/or your acceptance for an examination sitting.

## JANUARY

Payment of your Annual Subscription is now due (please enclose your Remittance Advice Note with your payment).

## FEBRUARY

Examination and/or Project results will be sent to you if you sat the examinations in December and/or submitted a project by 30 November. Results can be accessed on ACCA's website at [www.accaglobal.com](http://www.accaglobal.com)

An Examination Entry Form and Status Report will be sent to you if you are eligible to sit examinations in June or if you have a project outstanding.

Project details will be sent to you with your Examination Entry Form if you are eligible to complete the project for the June examination session (completed projects must be submitted by 31 May).

## MARCH

You must submit your request for a Special Examination Centre for the June examination session by **15 March**.

## APRIL

Examination and Project Entry Forms for the June examination session should be received by ACCA's Exams Department in Glasgow by **15 April**.

An acknowledgement will be sent to you if you are entered to sit the examinations in June or have indicated your intention to submit a project.

## MAY

You will receive your Examination Attendance Docket detailing the subjects you are entered to sit in the June examinations and the address of the examination centre.

Projects issued in February must be completed and submitted no later than **31 May**.

## JUNE

Examinations will be held over two days during the first week of June.

## AUGUST

If you have resigned/been removed from the ACCA register, your application for re-registration must be submitted by 15 August (or at least two weeks earlier if submitting to an ACCA office other than the UK) if you wish to attempt examinations in December.

Examination and/or Project results will be sent to you if you sat the examinations in June and/or submitted a project by 31 May. Results can be accessed on ACCA's website at [www.accaglobal.com](http://www.accaglobal.com)

An Examination Entry Form and Status Report will be sent to you if you are eligible to sit examinations in December or if you have a project outstanding.

Project Details will be sent to you with your Examination Entry Form if you are eligible to complete the project for the December examination session (completed projects must be submitted by 30 November).

## SEPTEMBER

You must submit your request for a Special Examination Centre for the December sitting by **15 September**.

## OCTOBER

Examination and Project Entry Forms for the December examination session must be received by ACCA's Exams Department in Glasgow by **15 October**.

An acknowledgement will be sent to you if you are entered to sit the examinations in December and have indicated your intention to submit a project.

## NOVEMBER

You will receive your Examination Attendance Docket detailing the subjects you are entered to sit in the December examinations and the address of the examination centre.

A Subscription Invoice notice will be sent to you for your Annual Subscription for the following calendar year.

Projects issued in August must be completed and submitted no later than **30 November**.

## DECEMBER

Examinations will be held over two days during the first week of December. If you have resigned/been removed from the register your application for re-registration must be submitted by 31 December if you wish to sit examinations in June (or at least two weeks earlier if submitting to an ACCA office other than the UK).