

## Examination entry terms and conditions

By entering for the examination(s) you are agreeing to be bound by the examination regulations and these terms and conditions. The examination regulations are available on the ACCA website and in the post-registration information issued to you when you joined ACCA. They are also reproduced on your Examination Attendance Docket. You should familiarise yourself with the regulations prior to the examination session.

An email acknowledgement will be sent to you on successful completion of your exam entry. Please read this carefully and ensure that the details represent the entry that you wish to make for this session.

### **EXAMINATION COMPENSATION POLICY**

If an examination paper(s) attempt is suspended, cancelled or otherwise nullified by the examining board (at any stage, whether before or after the examination sitting itself) ACCA will waive the fee (or part thereof) for the next attempt at the paper(s) unless such suspension, cancellation or otherwise is caused by an epidemic, pandemic or any other event against which ACCA is unable to obtain insurance on reasonable commercial terms.

Due to the nature and complexity of operating professional examinations, ACCA reserves the right not to reschedule any examination or offer any compensation other than as specified above.

### **EXAM CENTRES**

The address of the venue you have been allocated to will be shown on your Examination Attendance Docket, which will be available in the month prior to the examination session. Where entries exceed the capacity at any particular centre it may occasionally be necessary for ACCA to transfer candidates to another centre. In such instances ACCA reserve the right to transfer candidates to the nearest alternative centre. Confirmation of the centre allocated to you will be shown on your Examination Attendance Docket.

If you have selected a Special Centre from the list (please see Exam Centre List) you will be required to pay any invigilation and centre costs involved. Such fees are normally paid direct to the examination supervisor in advance of the examination date. These fees are payable in addition to the examination fees payable to ACCA. You remain liable for these costs if you subsequently absent yourself from an exam.