

Joint Committee on Intercollegiate Examinations

Intercollegiate Specialty Examinations Examination Format (Section 1 and Section 2)

Fees & Penalties

The Examination entry fee of £1849 is the total amount required to sit the Intercollegiate Specialty Examination i.e. Section 1 (£536) and Section 2 (£1313) and is payable by Debit or *Credit Card only (*2% non-refundable transaction fee applicable). The entry fee of £1849 must be paid in full when making application to sit Section 1 of the Examination. This amount will be credited to the candidate's individual fee account. Should a candidate be unsuccessful in Section 1 then the fee for re-sitting that section will be deducted from his/her fee account. Where insufficient funds remain, the candidate will be required to top up the balance to cover the outstanding fee/s.

Fees may be subject to annual review

Penalties applicable to Candidates withdrawing from Section 1 or Section 2 of the Examination

- i) Candidates withdrawing prior to the published closing date may have their full entrance fee of the relevant section returned or transferred to a future examination without penalty.
- ii) Candidates withdrawing after the closing date, and up to 21 working days before the examination, may have 50% of their entrance fee of the relevant section returned or transferred to a future examination.
- iii) Candidates withdrawing within 20 working days of the examination or failing to attend the examination will not be entitled to a refund, except in the most exceptional circumstances where a £50 administration fee will be charged. This will be at the discretion of the Head of Operations.

Section 2 Withdrawal

If you wish to change your preferred option for Section 2 then may do so without charge, provided you email enquiries@jcie.org.uk **before** the date of your confirmed Section 1 exam. Failure to do so by this date will incur fee penalties as noted in ii) above and an administration fee of half the Section 2 exam fee will be charged.

Candidates who are eligible to proceed to Section 2 will be advised in writing, normally within two/three weeks of completing Section 1, of the date of Section 2. Places in Section 2 will be limited and entry to Section 2 will be strictly in order of receipt of original application for Section 1. Although every effort will be made to accommodate candidates into the sitting of Section 2 of their preferred option, this cannot be guaranteed and an alternative date may be given.

**Written/email notice must be given by any candidate wishing to withdraw or transfer.
Medical Certificates will be required for those withdrawing for medical reasons.**