

ICBSE Eligibility Procedures

The policy below is designed to allow the four Royal Colleges of Great Britain and Ireland to implement a consistent approach in their decision making with regards to candidate's eligibility when an administrative error has occurred during processing.

1. In the event of a candidate, who is time or attempt expired, being entered for Part A:
 - a. **If successful** the candidate would be permitted to carry on to Part B;
 - b. **If unsuccessful** the candidate would not be permitted to enter for Part A again.
 - c. **If the candidate is absent or withdraws** from the exam the candidate would not be permitted to enter for Part A again.

2. In the event of a candidate, who is time or attempt expired, being entered for Part B:
 - a. **If successful** they would be awarded the Pass
 - b. **If unsuccessful** the candidate would not be permitted to enter for Part B again
 - c. **If the candidate is absent of withdraws** from the exam the candidate would not be permitted to enter for Part B again.

Fees

In the event of a candidate, who is time or attempt expired, being entered for an exam and it is determined they are not eligible prior to sitting the examination the candidate should be informed they are not eligible and refunded their fees.