



Prescribed Examination Guidance Booklet (Part C)

After Examination.



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After Examination

Final Steps

The Results

We will normally contact you within three weeks of your examination to let you know your results. Candidates who pass the examination receive a letter confirming their success. Candidates who fail the examination also receive a letter, but this is accompanied by a copy of their Examination Record. This is intended as a learning process to help them understand which aspects of their evidence did not satisfy ARB's criteria. Additionally, examiners may offer brief comments on the nature of those deficiencies.

Candidates who fail the examination after having been interviewed by the Panel will be given a record on why the examiners considered their responses to be insufficient to enable them to have confidence that the candidate had an appropriate level of understanding of all relevant matters.

What happens when you fail the Examination?

You will be allowed to take the examination again, but you must bear in mind that before any re-application is made, you will need to assemble new supporting material that shows you have addressed the areas of the examination criteria where your ability and understanding were considered deficient. Candidates who fail the examination at first attempt can only be re-examined twice.

Applying for Re-examination

When applying for re-examination, you must clearly identify any new evidence being submitted, any evidence being omitted and evidence previously submitted. This can be annotated on documents within your supporting material and/or within your comparative Matrix.

Can you carry forward any criteria met?

Your letter and examination record sheet will show whether you are required to be re-examined or whether you qualify for referral to lead examiner. If it is recommended that you failed the examination and are to be re-examined, you will be expected to address all of the criteria at re-examination and the full examination fee will apply. However, examiners will have access to the previous report and they are unlikely to reach a different decision where a criterion was judged satisfactory unless there has been a significant reason discovered at the second or latter attempt.

If you failed the examination, but have met all the criteria in GC1 and have satisfied a further 32 criteria, you may be offered a referral to lead examiner. This is where you can address the outstanding criteria through a postal submission. There is a reduced cost for this examination.

Can you appeal?

You cannot appeal simply because you disagree with the examiners' decision. You can only appeal on the grounds cited in Appendix 2 of the Examination Procedures.

What happens when you have obtained Parts 1 and 2

If you have successfully obtained Parts 1 and 2, you will need to demonstrate a two-year period of practical training experience as set out in Rule 13b of the Board's General Rules and obtain a prescribed Part 3 qualification in Professional Practice if you wish to register with ARB. The practical training you have acquired will be assessed by your Professional Studies Adviser in the course of your studies at Part 3.



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