



The Society of Apothecaries of London

Diploma in the History of Medicine (DHMSA)

Administrative Guidance for Candidates

EXAMINATION TIMETABLE: 2010

Titles and abstracts for the dissertation-essay and test lecture to be submitted by	Thurs 6 May
Closing date for entries	Thurs 6 May
Written papers	Thurs 1 July
Due date for dissertation-essay	Thurs 30 September
Due date for submission of test lecture and précis	Tues 26 October
Test lecture and oral	Tues 2 / Wed 3 November*

*Candidates will be called on one of the 2 days, and will be informed of the date after the written paper. Both days should therefore be kept free until the allocated date is known.

EXAMINATION FEE

- The examination entry fee is currently £495. The Faculty subsidises £270 of the first entry fee of undergraduates in full time education at the closing date (making the entry fee £225), and GKT pays the balance for its SSM students. The fee for re-entry is £80 for one section and £40 for each additional section. Candidates who withdraw from the examination after the closing date will trigger a forfeit fee as detailed below.

WITHDRAWING FROM THE EXAMINATION

- Candidates who wish to withdraw from the examination must notify the Society in writing. The following withdrawal penalties will be applied:

If the date of receipt of notification of withdrawal falls...	The penalty incurred will be...
Before the application deadline stated on page 1.	No penalty
8-6 weeks before the start of the examination (i.e. in the two weeks after the application deadline)	£75
Within 6 weeks of the start of the examination	£150

PAST EXAMINATION PAPERS

3. A booklet of past examination papers is available at a cost of £10.

PAYMENTS

4. Payments can be made via:

Cheque Made payable to 'The Society of Apothecaries'. Please write your name, address and the diploma name on the back.

PayPal™ Via the Society website: www.apothecaries.org

Direct transfer Details on application

Candidates from overseas should ensure that their cheques yield the correct fee in Sterling AFTER deduction of bank charges. Only bankers' drafts drawn on a UK bank are accepted. Bankers' drafts should be valid for at least three months after the examination date.