



**SECTION 2 – Date of last entry**

Date of last entry (DD/MM/YY)      \_\_\_\_/\_\_\_\_/\_\_\_\_

**SECTION 3 – Registration with professional body: see note 3.1 \* If not GMC registered please refer to note 3.1**

Are you currently registered with the General Medical Council of the United Kingdom (GMC)?\*      YES / NO (please circle)

Date obtained \_\_\_\_/\_\_\_\_/\_\_\_\_/      **GMC NUMBER:** (if applicable)      

\* If not registered with the GMC – please refer to Notes

**SECTION 4 – Grade (at time of examination, not application, if different) and current appointment****Hospital** \_\_\_\_\_ **Deanery** \_\_\_\_\_

Please indicate your specialty:

GUM       ID       Other (please specify) \_\_\_\_\_

Please select current post:

ST 3       LAS       Other specialty training grade (please specify specialty, year & grade)

ST 4       LAT       .....

ST 5       GP       NCCG (please specify grade and specialty)

ST 6       .....

**Dates re. current post**

From ...../...../.....      To ...../...../.....

MM/YY      MM/YY

**Full time**      or      **Part time** →      **Sessions/week (if part-time)**

(circle)

**Curriculum** Which curriculum for Higher Specialist Training in GU Medicine are you following?August 2010 curriculum       December 2016 

**OR**

I am not following a GU curriculum       ID       Other

**SECTION 5 – OSCE session preference: see note 5.1**Please indicate your **ONE** preferred session for the OSCE. Please **NOTE** that:

- a. Indication of a preference does **not** guarantee a place for that session; and
- b. There is no guarantee that all 4 sessions will be run.

Sessions will be confirmed on the admission document sent after the application deadline.

Session 1	Thursday 19 September 2019	09.30	<input type="checkbox"/>
Session 2	Thursday 19 September 2019	13.55	<input type="checkbox"/>
Session 3	Friday 20 September 2019	09.30	<input type="checkbox"/>
Session 4	Friday 20 September 2019	13.55	<input type="checkbox"/>

**SECTION 6 – Examination Agreement: see Note 6.1**

I, \_\_\_\_\_, [full name in block capitals]

confirm that the information given on this form is true, complete and accurate and no information requested or other material information has been omitted. I have read and understood the SAL Guide to the Diploma incorporating the Regulations and Syllabus and I understand that my entrance to the examination may be forfeited if any information or documentation requested is not correct or omitted.

**Data protection:**

We, the Society of Apothecaries of London, collect information about you when we process this application form. We will use your personal information for the purposes of the administration of the Dip HIV Med, including verifying your qualifications with third parties, and to contact you regarding the administration of the diploma. All personal information held by the Society of Apothecaries of London will be held in accordance with the General Data Protection Regulation (GDPR) as supplemented by the Data Protection Act 2017, whichever is in force at the time, and the Freedom of Information Act 1998. In the event that the administration of the Dip HIV Med is transferred to a third party, your personal information may be disclosed to such third party for the purposes of the administration of the Dip HIV Med. We will notify you in writing prior to the transfer of your personal data. Please do not hesitate to contact the Registrar on 020 7236 1180 if you have any queries about the information we hold about you.

By signing this application below, you agree and consent to the information in this form being used by the Society of Apothecaries of London for the purposes of the administration of the Dip HIV Med, including verifying your qualifications with third parties, and to the disclosure of your personal data to third parties for the purposes of the administration of the Dip HIV Med. You also agree to your name, if the Diploma is awarded, being disclosed in any enquiry concerning diplomates.

I have submitted the following with my signed application form, prior to the closing date (please tick):

**Candidates registered with the GMC: PAYMENT BY\*:**

Direct Transfer - Date paid \_\_\_\_/\_\_\_\_/\_\_\_\_

**OR**

Cheque (Sterling drawn on UK bank account only)

**Candidates NOT registered with the GMC: PAYMENT BY\*:**

Direct Transfer - Date paid \_\_\_\_/\_\_\_\_/\_\_\_\_

**OR**

Cheque

**AND**

Documentary evidence of Primary Medical Qualification (third-party authenticated copy only – not originals)

Evidence of CURRENT registration in own jurisdiction

(if applicable)  I have previously submitted Form Q dated .....

**I accept** that an incomplete application may lead to a delay in processing and / or it being returned.

**I understand** that if I withdraw or defer my application after the closing date I will forfeit a proportion of the application fee as per the Regulations and Syllabus ([www.apothecaries.org](http://www.apothecaries.org)).

**I understand** that faxed or e-mailed applications or photocopied signatures will not be accepted.

**I agree to the above and understand that**, if any of the above is not correct, or is not fully met, the SAL reserves the right to reject my application and I will not be permitted to re-apply until the next diet.

**SIGNATURE** .....

**DATE** \_\_\_\_ / \_\_\_\_ / \_\_\_\_ /  
DD MM YY

**\*N.B. An application is only deemed complete when it includes all relevant paperwork and the full fee.**

These notes are intended to assist you; please read them carefully BEFORE completing the form. They should not be returned with your application.

### General Points

You are required to complete **Form A** if you are entering the examination for the FIRST time. Re-entrants should refer to the Guide to the Diploma for conditions of re-entry, and complete **Form R**.

Please read the SAL Guide to the Diploma (available online at [www.apothecaries.org](http://www.apothecaries.org)) carefully before completing this form as incomplete applications may be returned.

Your complete application must have arrived in the Examinations Office no later than 5.00pm on the closing date shown in the Administrative Guidance for Candidates. **APPLICATIONS RECEIVED AFTER THE APPLICATION DEADLINE WILL NOT BE ACCEPTED; NO ALLOWANCE CAN BE MADE FOR POSTAL DELAYS.**

### The Form

Please complete the form in **BLOCK CAPITALS**.

Ensure that you complete **ALL** sections and that you sign and date the Examination Agreement.

### Data Protection

All personal information held by the Society of Apothecaries of London will be held in accordance with the General Data Protection Regulation (GDPR) as supplemented by the Data Protection Act 2017, whichever is in force at the time, and the Freedom of Information Act 1998.

#### SECTION 1: Personal details

**1.1 Surname and all Forename(s).** Please give your full name EXACTLY as it appears on the Diploma of your PRIMARY MEDICAL QUALIFICATION or other professional qualification, if held, unless you have since changed your name by marriage or Deed Poll. Any initial, abbreviation, change in the order, number and spelling of names will require that you produce original documentary evidence to explain the discrepancy.

**1.2 Correspondence address.** The address you provide will be used for all correspondence including the address to which your admission document, and results, will be sent. If using a professional address, please also give the relevant Department. Please notify the Examinations Office in writing of any subsequent change.

#### SECTION 3: Registration with professional body

**3.1 GMC Registration.** If you have Full, Limited or Provisional Registration with the General Medical Council (GMC) and you appear on the GMC website ([www.gmc-uk.org](http://www.gmc-uk.org)), YOU DO NOT NEED to submit documentary evidence of your primary medical qualification. YOU MUST, however, complete Section 2 to include your GMC number and the date you obtained your Registration.

#### Candidates NOT registered with the GMC

If you are NOT registered with the General Medical Council you MUST submit documentary evidence of your primary medical qualification (AUTHENTICATED COPY ONLY – no originals please). Furthermore you MUST submit evidence of CURRENT registration in your own jurisdiction. For further information please refer to the Guide to the Diploma.

#### SECTION 5:

**5.1 OSCE session preference.** Every effort is made to allocate an OSCE session in line with preferences, but no guarantee can be given; no changes can be made once the admission document has been issued.

#### SECTION 6:

**6.1 Examination Agreement.** Insert your full name in the space at the top, read the agreement, tick the appropriate boxes and sign and date the form in the spaces provided.

#### EXAMINATION FEES

Fees are published in the **Administrative Guidance for Candidates** (available online at [www.apothecaries.org](http://www.apothecaries.org)) and are revised annually. Fees are likely to increase from the first examination of each year.

For payment methods please refer to the **Administrative Guidance for Candidates**.

**CANDIDATE NUMBER**

After the application closing date you will be issued with an admission document giving your candidate number and examination date and timings. This will be unique to you and will be your identification number during this examination. Please quote this number in all future correspondence with the Society.

**Examinations Department**  
**Society of Apothecaries of London**  
**Black Friars Lane**  
**London**  
**EC4V 6EJ**

**Tel:** 020 7236 1180

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**Email:** [asstreg@apothecaries.org](mailto:asstreg@apothecaries.org)