

SECTION 2 – Date of last entry

Date of last entry (DD/MM/YY)

____/____/____

SECTION 3 – Examination Agreement (see endnote 3.1)

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 (SAL), collect information about you when we process this application form. We will use your personal information for the purposes of the administration of the DHMSA, including verifying your qualifications with third parties. All personal information held by the SAL 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 DHMSA is transferred to a third party, your personal information may be disclosed to such third party for the purposes of the administration of the DHMSA. We will notify you in writing prior to the transfer of your personal data. Please do not hesitate to contact the Academic Registrar 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 SAL for the purposes of the administration of the DHMSA, 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 DHMSA. You also agree to your name, if the Diploma is awarded, being disclosed in any enquiry concerning diplomates.

I confirm that I shall submit the following to the Academic Department before the relevant deadlines published in the [Administrative Guidance for Candidates](#):

- Dissertation abstract
 Dissertation
 Test lecture abstract and AV requirements

(if applicable) I have previously submitted Form Q dated

I accept that an incomplete application may lead to a delay in processing my application and may lead to its being returned.

I understand that if I withdraw or defer my application after the closing date, I shall forfeit a proportion of the application fee as per the Regulations and Syllabus.

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 shall not be permitted to re-apply until the next diet.

I confirm that payment of the exam fee has been made in POUNDS STERLING by

Either

The Society's website: <https://www.apothecaries.org/shop>

Or

BACS

SIGNATURE _____ DATE DD / MM / YYYY

Please note that an application is only deemed complete when it includes all relevant paperwork and the full fee.

Examination Re-application Form R – Endnotes

**Please read these notes carefully before completing the form.
You do not need to return these notes 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 [Guide to the Diploma](#) carefully before completing this form as incomplete applications may be returned.

Completed applications must be received by 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 cannot be accepted.

The Form

Please complete the form in **BLOCK CAPITALS**. Ensure that you complete all sections and that you sign and date the Examination Agreement or provide a digital signature and date.

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. Data will be used in data comparisons to verify qualifications and to prevent fraudulent activity.

SECTION 3:

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

EXAMINATION FEES

Fees are published in the [Administrative Guidance for Candidates](#). Fees are likely to increase from the first examination of each year.

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.

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