



*The Worshipful Society of Apothecaries of London*  
*Black Friars Lane, London EC4V 6EJ*

FACULTY OF THE HISTORY AND PHILOSOPHY OF MEDICINE AND PHARMACY

**COURSE IN THE HISTORY OF MEDICINE**  
**(Leading to the Diploma in the History of Medicine)**

APPLICATION FOR ADMISSION TO THE 2022-2023 COURSE

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First Name
Surname
Address for correspondence
Preferred Telephone Number
Email address
Previous Qualifications (with dates)
If you are currently studying for an undergraduate or postgraduate qualification, please give details of the institution, course, date of commencement and expected date of completion.
Previous Faculty Course(s) attended and any Publications (Please submit a CV if you wish)

Registered Charity Number 233234

*Telephone: 020 7236 1189 Facsimile: 020 7329 3177*

*Email: Facultyhp@apothecaries.org Website: www.apothecaries.org*

How did you hear about the course?
<input type="checkbox"/> I have read and agree to the terms and conditions of the Course in History of Medicine Examination (Leading to the Diploma in the History of Medicine - DHMSA)
<input type="checkbox"/> I am applying for the student rate and attach proof of student status (A standard statement of student status confirms your enrolment status, mode of attendance, programme of study, programme start date and programme end date).
Signature
Date

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### **Data Protection Statement**

All personal information held by the Society of Apothecaries of London (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. Data may be used in data comparisons and to prevent fraudulent activity.

Please do not hesitate to contact the Faculty Manager on 020 7236 1189 or email [facultyhp@apothecaries.org](mailto:facultyhp@apothecaries.org) if you have any queries about the information we hold about you.

If you are content for the Faculty to hold and process your data for the purpose of your association, please indicate your consent below:

I give my explicit consent for the Worshipful Society of Apothecaries and its Charities to hold and process data about me for the purpose of maintaining my association (please tick as applicable)	
Yes	
No	
I give my explicit consent for the Worshipful Society of Apothecaries and its Charities to contact me regarding my association and about events and other matters of interest and importance to the Society (please tick as applicable). We will not send you third-party material.	
Yes	
No	

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### **Approved on behalf of the Faculty**

Course Director	Date
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**Full fee - £1,025.00**

**Full-time students - £660 (Student Status will be required)**

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This application form must be forwarded electronically sent to [facultyhp@apothecaries.org](mailto:facultyhp@apothecaries.org)

**Kindly note that the examination fee is additional and separate.**

PAYMENT DETAILS: We will inform you if your application is accepted so you can then make your payment.

Payment may be made through the Society shop by clicking here: <https://www.apothecaries.org/shop/>

## FACULTY OF THE HISTORY AND PHILOSOPHY OF MEDICINE AND PHARMACY

### **Terms and conditions: Course registration and Fee payment for attendees on the Courses** *(Short courses and Diploma)*

*The annual courses will be held online and in-person from October 2022-June 2023 and then in the locations and venues as stated. All is subject to change*

#### **Course Fees – October 2022 – June 2023**

Full-time students	£660	Course fees Payable before the first day of the course.
Others	£1,025	
Taster Days	£80 per lecture day – A maximum of 2, on the first and / or second lecture days of the academic year only. N.B. The sums paid may be credited towards the full fee if an individual registers for a course.	
Drop-in sessions	If you wish to attend drop-in sessions throughout the year, an application form and payment will need to be completed and sent to the Faculty one week before the course day is due.	
Missed Lectures	Lectures missed in the year for which registration has been made (or equivalent lectures if the titles are not available) may be attended in the following year. Two such days (which will be the equivalent to 4 sessions if attending missed sessions) may be attended without additional charge but thereafter a fee of £80 will apply for each additional day.	

#### **Application acceptance**

The application form and the terms and conditions must be completed and signed when applying. If you are claiming full-time student status, please include supporting documentation from your higher education institution.

#### **Fees and Payment**

The full payment of the course needs to be made and cleared before attending the first session of the academic year. The Faculty accepts payments via the [shop](#) or bank transfers and net funds bank transfers, all in sterling: we regret additional banking costs by other currencies needs to be paid by the applicant.

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### **Cancellations and refunds**

Cancellations should be made in writing.

Cancellations received more than 14 days before the first day of the course will receive a full refund. We regret later cancellations will incur an administrative fee of £50.00, and attendance on the course up until the point of correspondence with the Faculty will be deducted from the amount to be refunded.

### **Changing Course**

Students who wish to transfer to another course within 4 weeks of the start of the course for which they have registered will be considered on a case-by-case basis. The outcome will depend in part, upon whether there is a place available on the other course.

### **Attendance Requirement**

Attendance is recorded at the course days, both in-person or online by the Faculty Manager or Course Director. It is expected that students attend live course days but recordings of lectures will be available for catch-up.

### **Visual and/or audio recordings**

The Faculty/organisers may make visual and/or audio recordings of lectures. The Faculty reserves the right to use these for promotional, management or educational purposes, in the United Kingdom and overseas. If you do not wish to appear in any of the photos please inform the photographer/organisers.

### **Website**

Diploma courses and short course attendees and students will have access to the History and Philosophy 'Course attendees' sections of the website. Access is granted for the attendee only and for use in relation to the course, and not for any other personal use, distribution or profit.

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