



# The Society of Apothecaries of London

## Diploma in the Medical Care of Catastrophes (DMCC)

Admin Guide  
Sept 2022 /v70

### Information for Candidates

#### TIMETABLE: 2022/2023

Event	Deadline
Closing date for receipt of both completed electronic application form and fee.  Completed application forms to be sent electronically to: <b>AcademicAdmin@apothecaries.org</b>	5.00PM on Wednesday 7 December 2022
Written Paper Examination (SAQ)	Wednesday 1 March 2023 (AM)
OSCPHE Examination	Wednesday 1 March 2023 (PM) and Thursday 2 March 2023 (AM & PM)

#### APPLICATION NOTES

Our aim is to approve all applications received. Applications are reviewed on a rolling basis (first come, first served) until the examination is full. Candidates are advised to apply well in advance of the closing date for entries and we aim to give priority to candidates who are nearing their 3-year period since completing the course.

Should applications outnumber available spaces, a waiting list will be implemented and you will be notified if we are able to offer you a place. Candidates on the waiting list will be notified as soon as a place becomes available, and given a short period in which to respond. If candidates do not respond within this time, the place will be offered to the next person on the waiting list

The stated deadline is only the final date by which a completed application can be considered for entry to the examination; there is no guarantee that places will still be available at this time. Candidates who have extenuating circumstances which do not meet the above criteria will be considered individually by the Convenor and Head of the Academic Department.

An application is not complete until the due fee has been received.

Candidates whose employers are paying for their examination entry, and who therefore need an invoice from the Academic Department to prompt the payment, should note that the fee must have been paid by the application deadline, and should plan well ahead accordingly.

## EXAMINATION FEES

The fee for the examination is £720.

Re-entry fees are £370 for the written paper and £370 for the OSCPHE.

## WITHDRAWING FROM THE EXAMINATION

Candidates wishing to withdraw from the examination must notify the Examinations Office as soon as possible. The following withdrawal charges are applicable:

<b>When the notification of withdrawal is received...</b>	<b>the charge applied will be...</b>
Before the application deadline stated above	No charge
In the 2 weeks after the application deadline	£140
Within 6 weeks of the start of the examination	£255
Within 2 weeks of the start of the examination	Full fee

## PAYMENTS

Payments may be made via:

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

Note:

- Candidates from overseas should ensure that their payments yield the correct fee in Sterling after deduction of bank charges.
- Candidates who are unable to pay via the website should contact [academicmanager@apothecaries.org](mailto:academicmanager@apothecaries.org)

## RECOMMENDED READING LIST

The recommended reading list is available to download [here](#).