

## Number of Attempts and Expiry of Results Policy



**This policy refers to the number of attempts any candidate is permitted to take at any unit of the Association's awards and how unit results can expire.**

1. The maximum number of attempts at a unit of the Dispensing syllabus taken as a whole, or in parts, is four attempts.
2. A candidate who fails a unit at the fourth attempt and believe they have a case for mitigating circumstances and should be allowed a fifth attempt can write to the Head of Examinations & Registration. Evidence of further study will be required to support this application and the matter will be reviewed by the Examination Board.
3. Candidates should be aware that there is a seven year rule in effect of examination results, where the diploma has not been awarded. This ruling commences from the first examination sat.
4. ABDO will endeavour to contact students who are at risk of results expiring, however ABDO is not responsible for communicating this to individuals.
5. Where a syllabus is reviewed and updated, ABDO will offer the full four attempts in succession before that syllabus is removed. These sittings will be advertised and ABDO will then offer a transfer programme to the new syllabus if relevant.