



Nurses Certificate in Animal Behaviour: NCert(AnBeh)

Examination Enrolment Form 2011

Candidate Details

Title: First Name: Surname:

Qualifications:

Address for Correspondence:

.....

..... Postcode:

Tel: FAX:

email:

Registration

☐ I hereby enrol for the above examination scheduled for 18th November 2011

I have read the attached "Notes for Candidates" and agree to abide by the Terms & Conditions therein (see examination booklet for Notes).

Signed: Date:

Payment

☐ Cheque enclosed for **£250.00** payable to **ESVPS** (NB: No VAT is payable)

☐ BACS/Internet Banking:
Sort Code: 30-96-68 Account No: 05128568
Bank: Lloyds TSB, Plymouth.
Account Name: European School of Veterinary Postgraduate Studies

Please return completed form and payment to:

***ESVPS • PO Box 207 • Yelverton • Devon • PL19 1DJ • UK
Tel: 0845 524 0068 • • Email: enquiries@esvps.org***

Notes for NCert(AnBeh) Candidates 2011

ESVPS will:

- Provide a written Final Examination for the NCert(AnBeh). This will be held on a single day, at a single venue in the UK. Details of the date and venue will be available to candidates 3 months before the date of the Examination. ESVPS reserve the right to change these details under exceptional circumstances, but if this is necessary will provide maximum possible notice to delegates
- Scrutinise the completed Course Handbook, Case Studies and Case Report in accordance with the timings and procedures laid out in those documents
- Notify candidates in writing of their result in the Examination and Case Report, within 6 weeks of the final examination. These results will be sent to the address given on the Enrolment Form, unless candidates notify ESVPS in writing of any change

To be eligible to sit the Examination candidates must:

- Attend eight taught modules of the course and sign the Attendance Register on those days. Candidates who miss modules may attend those modules in the following year, and then sit the Examination, provided that appropriate Enrolment Form and fees have been received by ESVPS
- Enroll and pay in full for the Examination by the date given by ESVPS.
- Submit their completed Course Handbook, Case Studies and Case Report to ESVPS in accordance with the timings and procedures laid out in those documents
- Attend the appropriate venue for the Final Examination on the stated date
- Enclose the appropriate fee with the registration form. **This fee is non-refundable**, but candidates may defer their entry into the examination, providing they provide written notice to ESVPS at least 30 days before the date of the Final Examination
- Notify ESVPS in writing of any change in their address for correspondence

Other Notes:

- Candidates who sit the Final Examination but are unsuccessful may re-sit the Examination in the following year. A fee will be payable, and details of re-registration procedures will be available to unsuccessful candidates on request
- By enrolling for the Examination, candidates agree to accept the decision of the examiners. Unsuccessful candidates may appeal against the conduct of the examination, but not against the decision of the examiners.
- Any appeal must be made in writing to the Chair of the Academic Board of ESVPS within 30 days of the Examination results being issued. ESVPS will provide a written response to any such appeal within 30 days of receipt.
- The Examination and all allied activities are the responsibility of ESVPS, rather than Improve International Ltd, and any correspondence or appeals related to the Examination must therefore be directed to ESVPS as described above
- Under no circumstances may candidates remove any examination question papers from the examination room
- Successful candidates will have their name placed in the ESVPS register, which will be available to other ESVPS members. If you do not wish for your name to appear in the ESVPS register please inform ESVPS in writing.