



## Examination Registration Form

**SECTION 1. Contact Details:**

Name \_\_\_\_\_

Qualifications: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone No: \_\_\_\_\_

RCVS / RVN Number: \_\_\_\_\_  
(or equivalent for overseas students)

Please circle one of the following that describes your job title:

*Vet    Nurse    Practice Manager    Receptionist    Administrator*

*Other (please state)*

**SECTION 2. Award:**

ECAS Award: Please list CPD provider(s) and modules:

CPD Provider	Title of Module	No of hours

ECAS Designated Route: (Please specify) \_\_\_\_\_

\_\_\_\_\_

Other: (Please specify) \_\_\_\_\_

\_\_\_\_\_

**SECTION 3. Payment**

**Method of payment:**

Payment can be made by BACS / CHAPS:

Entia A&C Ltd, Lloyds Bank,  
Sort Code: 30 98 97  
Account No: 4902 0268

IBAN: GB33 LOYD 3098 9749 0202 68  
BIC: LOYDGB21031

**Please ensure that the name of the student is put in the payment line so we may identify your payment.**

**Fees (per award):**

Veterinary Surgeons	£425
Veterinary Nurses/Practice Managers	£295
Administration/Receptionist	variable*
Reassessment fee	£100

**Refunds:**

Examination fees are non-refundable.

## SECTION 5. Terms of Agreement

- 5.1 Payment must be made in full at the time of booking. Fees will not be refunded.
- 5.2 Examination fees can be transferred to another person at no additional charge.
- 5.3 Entia reserves the right to alter the dates of examinations should this become necessary.
- 5.4 Entia will not be liable for travel, accommodation or any other expenses incurred by students.
- 5.5 By registering for an Entia award students agree to accept the decision of the Entia Examination Board.
- 5.6 Modules must be completed in full, and course work relating to those modules submitted within the set timeframe.
- 5.7 For the ECAS designated route, there is a time limit of three years to complete the taught modules, course work and final examination.
- 5.8 Payment of the examination fee does not guarantee you an Entia award. You must pass the course work and examination to obtain your award.
- 5.9 Students must notify Entia of any change to their contact details as listed on the EE1 registration form.
- 5.10 Unsuccessful students may appeal against the conduct of the examination only. Appeals against the decision of the Entia Examination Board will **not** be accepted.
- 5.11 Appeals must be made in writing to Entia within 14 days of the course work/examination results being issued.
- 5.12 The Examination and all activities relating to the final award are the responsibility of Entia, not the CPD provider. Any correspondence relating to the examination, course work or final award must be directed to Entia.
- 5.13 On successful completion of an Entia award students will have their name and award listed on the Entia website. Students may opt out of having their names listed by contacting the Entia in writing.

**SECTION 6. Signature**

I,..... (signature)  
have read, understood and agree to the Terms of Agreement as listed on page 4  
of this document.

Print name and title.....

.....

Date.....

Please return the application to:

Email: [kay@entia.org.uk](mailto:kay@entia.org.uk)

or Post to:

Entia Ltd  
Broadview  
Nine Oaks Road  
Dousland  
Yelverton  
Devon  
PL20 6ND

For details of the Entia A&C Ltd Privacy Policy please go to our website  
[www.entia.org.uk](http://www.entia.org.uk)