



ANIMAL MEDICINES TRAINING REGULATORY AUTHORITY

ONLINE EXAM BOOKING FORM

**Submit at least 3
weeks before
exam****

Please complete the information below in **BLOCK CAPITALS**, and sign the undertaking.

** For online vivas only, this form may be submitted 6 working days before the exam. Otherwise 3 weeks.

Title (e.g. Mr/Mrs): _____ Surname: _____ AMTRA no: _____

Forename(s): _____

Date of birth: _____

Home address: _____

Postcode: _____

Email address: _____

Daytime phone no: _____ Mobile phone: _____

Business/employer: _____

Business telephone: _____ Contact name: _____

For each module you wish to book, indicate the date chosen and if it is the first attempt or a re-sit. Re-sits carry a fee.

Please carefully select the modules and only pick those you've already enrolled for – for example do not book as a Vet Nurse if you haven't enrolled with AMTRA as a Vet Nurse, and don't pick Farm or Equine if you're enrolled as a Companion Animal candidate. The Avian module is standalone and should only be selected by those who have enrolled for that module – the Farm module includes poultry.

	<u>Date</u>	<u>1st attempt?</u>	
Base	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Farm	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Equine	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Companion	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Avian	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Vet Nurse	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Viva (oral)	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Viva bookings are subject to available space.

At least one of the modules is not my first attempt, and so I need to pay the appropriate re-sit fee. I have enclosed a cheque or filled in my credit/debit card details – see attached payment form for fee details.

I need to pay the exam re-booking fee because I previously withdrew from an exam within 4 weeks of the exam. I have enclosed a cheque or filled in my credit/debit card details – see attached payment form for fee details.

AMTRA will acknowledge receipt of your exam form by email. If you do not receive this within a week of submitting your exam form (or by three weeks before the exam if earlier) please telephone AMTRA.

I wish to enter the examination(s) shown above. I understand that AMTRA will make reasonable efforts to hold all exams, but reserves the right to cancel an exam at its sole discretion. I agree to abide by the Rules and Regulations for AMTRA exams. I will notify AMTRA at least 4 weeks prior to the exam if I wish to withdraw from this exam, otherwise a fee will be charged – see attached payment form for fee details.

Signed: _____ Date: _____

Please return this form to:

AMTRA, 1c Windmill Avenue, Woolpit, Bury St Edmunds, Suffolk IP30 9UP
Or fax* the form to: 01359 242569 Or email the form to: info@amtra.org.uk
(* we may discontinue the fax after the end of 2021)

Exam fees

Normal exam fees are included within your enrolment fee. There is normally no separate fee for your first attempt at each of the relevant modules to gain your RAMA (SQP) qualification – only complete this page and send payment if a fee is due.

Re-booking fee

If you have withdrawn from a previous exam within 4 weeks of the exam, a fee is due upon re-booking your new exam. That fee is:

- £30 if you notify AMTRA between 2 and 4 weeks of the original exam
- £50 if you notify AMTRA within 2 weeks of the original exam

The re-booking fee is exempt from VAT.

Re-sit fee

For candidates making a second or subsequent attempt at any of the AMTRA modules involved in their original enrolment:

	Re-sit fee (VAT exempt)
one module	£170
two modules	£235
three modules	£290
four modules	£360
viva (oral)	£65

Upgrade fees

There is no separate exam fee for an upgrade (i.e. first attempt at an additional module for which you didn't originally enrol with AMTRA) – but you must have already enrolled and paid for the upgrade, and received your additional training manual before sending back this exam booking form.

Please make any cheque payable to AMTRA Ltd, or if paying by credit/debit card please provide this info:

Card num: _____ Start date: _____ Exp. date: _____ Issue no: _____
Name on card: _____ CCV code*: _____ Postcode ♦: _____ House num ♦: _____

*last 3 digits on signature strip on back of card

♦ include postcode & house number that card is registered to

These details will be securely destroyed once your payment has been processed.

Please send the completed form with the correct fee to:

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or fax* to 01359 242569
or scan and email to info@amtra.org.uk

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Animal Medicines Training Regulatory Authority Ltd is registered in England no. 2140832 at the above address.