



## FPH Diplomate Exam March 2025 – Candidate Timeline

Candidate timeline	FPH communication timeline	Reasonable Adjustments timeline	Date
<b>Application window opens</b>			25 November 2024
		Reasonable adjustment paperwork submission – early deadline (*please see notes below).	3 December 2024
Please note that <a href="#">withdrawal</a> from the exam before the closing date will normally be subject to a 25% fee.			
<b>Application window closes</b>			<b>8 January 2025 – 5pm</b>
		<b>Reasonable adjustment paperwork submission - final deadline (*please see notes below)</b>	<b>8 January 2025 – 5pm</b>
Please note that <a href="#">withdrawal</a> from the exam after the closing date will normally be subject to a 50% fee.			
		Adjustment notification – early deadline responses	19 December 2024 (or earlier if possible)
	Candidate Pack sent to candidates		22-24 January 2025
	TestReach login details and Functionality Test instructions sent to candidates		22-24 January 2025
		Adjustment notification – final deadline responses	7 February 2025 (or earlier if possible)
<b>Candidates must book their exam paper times on the TestReach app.</b>	Exam enrolment emails sent to candidates from TestReach.		17 February 2025
		Deadline for responding to adjustment offer	12 February 2025

Candidate timeline	FPH communication timeline	Reasonable Adjustments timeline	Date
Please note that <a href="#">withdrawal</a> within 7 working days of the exam will not usually be subject to any refund.			20 February 2025
<b>Absolute deadline for candidates to enrol on the TestReach app to confirm their individual exam time.</b>			<b>25 February 2025</b>
	Reminder email sent to candidates of important things to remember and what to have to hand for the day.		24 February 2025
	Final reminder email sent to candidates – including important numbers and contact details.		28 February 2025
<b>Exam Day 1 (Paper I)</b>			<b>3 March 2025</b>
<b>Exam Day 2 (Paper II)</b>			<b>5 March 2025</b>
	Feedback survey sent to candidates		3 and 5 March 2025
Candidate feedback survey closed			19 March 2025
	<b>Exam results released to candidates via the FPH Members Portal</b>		<b>Tuesday 6 May 2025</b>

\* FPH Reasonable Adjustments

FPH are trialing a new schedule for reasonable adjustments to enable candidates to receive an earlier decision if they wish to. There are now two deadlines for submitting Reasonable Adjustment paperwork. The early deadline is on 3<sup>rd</sup> December and the later, second submission deadline is as normal, with an absolute deadline for receiving paperwork on the application closing date.

Please note that both the professional report and TPD/employer letter must be sent to the Exams Coordinator by this deadline for an adjustment to be considered.

The FPH Reasonable Adjustment Policy states that adjustment offers will be finalised three weeks before the exam as an absolute deadline. Where possible, adjustment offer outcomes will be sent by 19th December 2024 for early submissions and 7 February 2025 for final deadline submissions. Wherever possible, the Exams Coordinator will be in touch sooner than this date.

Please do not hesitate to contact the Diplomate Exams Coordinator or the FPH Exams team should you have any queries at all.