



FPH Diplomate Exam March 2025 – Candidate Timeline

Candidate timeline	FPH communication timeline	Reasonable Adjustments timeline	Date
Application window opens			2 January 2025
		Reasonable adjustment paperwork submission – early deadline (*please see notes below).	9 January 2025 Deadline 9AM
Please note that withdrawal from the exam before the closing date will normally be subject to a 25% fee.			
Application window closes			17 January 2025 – 5pm
		Reasonable adjustment paperwork submission - final deadline (*please see notes below)	17 January 2025 – 5pm
Please note that withdrawal from the exam after the closing date will normally be subject to a 50% fee.			
		Adjustment notification – early deadline responses	20 January 2025 (or earlier if possible)
	Candidate Pack sent to candidates		31 January – 3 February 2025
	TestReach login details and Test Centre Instructions Functionality Test instructions sent to candidates		31 January – 3 February 2025
		Adjustment notification – final deadline responses	3 February 2025 (or earlier if possible)
Candidates must book their exam paper times on the TestReach app (details TBC)	Exam enrolment emails sent to candidates from TestReach.		17 February 2025
		Deadline for responding to adjustment offer	10 February 2025

Candidate timeline	FPH communication timeline	Reasonable Adjustments timeline	Date
Please note that withdrawal within 7 working days of the exam will not usually be subject to any refund.			20 February 2025
Absolute deadline for candidates to enrol on the TestReach app to confirm their individual exam time (details TBC).			25 February 2025
	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, Exam Centre details and contact details.		28 February 2025
Exam Day 1 (Paper I)			3 March 2025
Exam Day 2 (Paper II)			5 March 2025
	Feedback survey sent to candidates		3 and 5 March 2025
Candidate feedback survey closed			19 March 2025
	Exam results released to candidates via the FPH Members Portal		Tuesday 6 May 2025

* FPH Reasonable Adjustments

FPH is continuing to trial a 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 9 January 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 20th January for early submissions and 3rd 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 Diplomat Exams Coordinator or the FPH Exams team should you have any queries at all.