

MRCP(UK) Part 1 Examination – Agreement Form B

NAME (BLOCK CAPITALS): _____

DATE OF BIRTH: ____ / ____ / ____
DD MM YY

I confirm that the information given on this form is true, complete and accurate and that no information requested or other material or information has been omitted. I have read and understood the most recent MRCP(UK) Rules and Regulations and any subsequent updates as displayed on the MRCP(UK) website (see regulations). I understand that my entrance to the Examination may be forfeited if any information or documentation requested is not correct or is omitted.

I have submitted the following information, documentation and payment details with my signed and completed application form, prior to the closing date (*please tick where applicable*):

The Examination fee, in sterling, paid by cheque, banker's draft, credit card or debit card
(or cash – IN PERSON AT THE ADMINISTRATION OFFICE ONLY).

- If by cheque, I have dated, signed and made the cheque payable to 'Royal College of Physicians'. I have also written my name and date of birth (or RCP code number, if I am a re-entrant) on the reverse of the cheque.
- If by credit card or debit card, I have supplied my full card details.

I will ensure that funds are available to honour the payment transaction of the Examination fee, anytime between submitting the application form and the examination date.

If my payment is declined it is my responsibility to submit payment in cleared funds such as a banker's draft.

If I require a visa to sit the Examination in the UK, I accept that it is my responsibility to ensure that I apply for a visa in time for the Examination. I understand that a refund will not be given if I cannot attend the Examination due to visa-related problems. I am submitting a signed written letter with my application form, clearly stating that I will be seeking to obtain a visa. I understand the Royal Colleges of Physicians strongly advise me to submit my application form, documentation and accompanying letter, to reach the appropriate Administrative Office by 5pm, two weeks prior to the Examination closing date but no earlier than five weeks prior to the Examination closing date.

I accept that incomplete applications may be returned or that the processing of the form may be delayed significantly. If my application is incomplete due to non-receipt of the exam fee (including declined credit card transactions; returned cheques; etc.), I understand that I must ensure that full payment is made in advance of an advised deadline in order to sit the current exam, and any future MRCP(UK) exams.

I understand that I cannot have my application or fee transferred to the next Examination.

I agree that if I withdraw I cannot re-enter the Examination during the current diet or have my application or fee transferred to the next Examination.

If my circumstances change regarding special arrangements, I will notify the Administration Office immediately in writing.

I accept that applications submitted by fax (or photocopied signatures) will not be accepted for reasons of confidentiality and security.

I am submitting my application form to the appropriate Administration Office (which is dependent on my first choice).

I agree that if any of the above is not correct or is not fully met the Royal Colleges of Physicians reserve the right to cancel my application and I will not be permitted to re-apply until the next diet.

I understand that information requested will be used by the Colleges for administrative purposes, and to meet its statutory obligations.

SIGNATURE: _____

DATE: ____ / ____ / ____

Please note that all information provided on this form will be treated in strict confidence, and will not be released to any third party. It will be used solely by the Royal Colleges of Physicians for the purpose of processing your application and, providing you have agreed, to communicate details of educational activities and materials which may be of interest to you.

MRCP(UK) Part 1 Application Form B – Notes

Please read the MRCP(UK) Examination Regulations carefully before completing this application form. Your application must be received no later than 5.00 pm on the closing date shown on the examination calendar. APPLICATIONS RECEIVED AFTER THAT DATE WILL NOT BE ACCEPTED AND NO ALLOWANCE CAN BE MADE FOR POSTAL DELAYS. Receipt of applications will be acknowledged in due course.

If you are re-entering the Examination for a second or subsequent attempt, Form B is the only form that is required. If you are re-entering Part 1 after your time limit has elapsed, you must also submit Form A.

CODE NUMBER You will be issued with a code number upon acceptance to the Part 1 Examination. This will be unique to you and will be your identification for as long as you remain a candidate in the MRCP(UK) Examination. Please quote your code number in all correspondence with the Colleges. **If you are re-entering the Examination but have misplaced your code number, please ensure that you have entered your full names, date of birth and degree on this form.**

CURRENT POST Specify a locum post but do not include attachments. This information is recorded and kept for statistical purposes.

OVERSEAS CENTRES Only doctors resident or working in the country of the examination centre are usually eligible to sit in those centres (please refer to the appropriate section in the Regulations or www.mrcpuk.org for further information and the addresses of these centres). You should apply directly to the appropriate centre for details. Only limited numbers of places are available and the selection of candidates is the responsibility of the overseas centre concerned. Please note that each centre does not necessarily offer the examination at every sitting.

NB: The Colleges cannot intervene when an overseas examination centre is full. In such circumstances, candidates may re-apply at the next available sitting or apply to take the examination in the UK.

PROPOSER Applications for the MRCP(UK) Part 1 Examinations must be supported by the candidate's current or most recent educational supervisor or current or most recent supervising consultant. The educational supervisor or supervising consultant is not required to hold MRCP(UK) or FRCP(UK).

Applicants are therefore required to provide details of their educational supervisor or supervising consultant. Failure to provide this information will render the application incomplete, in which case the application may be rejected.

By ticking the disclosure box on the form you confirm that your application has been discussed with, and is endorsed by, your educational supervisor or supervising consultant and that they are satisfied that you are of suitable standard and quality to take the MRCP(UK) Written examination.

Candidates are advised that verification of this support may be sought through direct communication with the provided educational supervisor or supervising consultant.

EXAMINATION FEES Fees are published on the examination calendar and are revised annually. Fees are likely to increase from the first Examination of each year. Cheques should be made payable to 'Royal College of Physicians'. Please write your name and date of birth (or RCP code number if you are a re-entrant) on the back of the cheque.

Candidates from overseas should ensure that their cheques yield the correct fee in Sterling AFTER deduction of bank charges. Bankers drafts drawn on a UK bank are preferable. Bankers drafts should be valid for at least three months after the examination date. **Please note that your application will be incomplete unless you provide a security number (see credit card payment section above).**

RESULTS All candidates, both pass and fail, will be able to view their results on the MRCP(UK) website www.mrcpuk.org. Candidates will not be identified by name, but both their RCP Code number and Examination number will be listed. It is therefore important that candidates remember both their RCP Code number and Examination number. Candidates who do not wish to have their results appear on the website must inform the College administering their application when submitting their application form. **Results cannot be given over the telephone, by fax or e-mail, or collected from the Colleges. No list will be published in the Colleges**

CHECK LIST

For re-entry, send:

- Completed Form B;
- Fee in Sterling (please check current amount).

For first-time entry, send:

- Completed Form A;
- Completed Form B;
- Diploma of Primary Medical Qualification (original or attested copy only) or General Medical Council (GMC) (UK) Registration Number (meaning your details appear on the GMC website). Please refer to the notes section on page 3 of Form A;
- Fee in Sterling (please check current amount).

Copies of certificates and/or official translations will only be accepted if they have been prepared and/or attested by one of the following:

1. The issuing University or Medical School
2. A British Consulate or British Council
3. The candidate's own Embassy or High Commission in the United Kingdom.

For further information see the MRCP(UK) website www.mrcpuk.org