

EXAM REGULATIONS

- 1 – All entries for examination will only be accepted by RSL in accordance with these regulations and the relevant Terms and Conditions which can be found at www.rslawards.com.
- 2 – It is the responsibility of the entrant to read and abide by these exam regulations and the Terms and Conditions, and to ensure that all candidates under the entrant's responsibility are aware of all relevant information.
- 3 – Graded exams are open to all candidates, irrespective of age and without previously having taken any other grade in the same subject in accordance with our Equal Opportunities policy.
- 4 – RSL reserves the right to withhold the release of examination results and certificates until any outstanding fees are cleared. This will include any fees incurred for changing exam dates or upgrading exams. Full details of fee charges can be found in RSL's published Terms and Conditions.
- 5 – Sessions within the exam period may include any date between the start and end of that period inclusive of school days, weekends and school holiday periods.
- 6 – Entrants will be responsible for supplying to RSL accurate candidate information. Any changes to candidate information or availability will only be accepted in writing by email or letter.
- 7 – Cancellation of an exam will result in loss of the exam fee. Full or partial refunds will only be given at the discretion of the RSL senior management.
- 8 – Any changes to a final exam schedule may only be made by a Exams Officer and will incur a fee unless medical evidence can be provided.
- 9 – Names provided for certificates must include a first name and family name. Nicknames will not be allowed and any that are provided on application will be removed before certificate printing.

These regulations should be read in conjunction with RSL's advertised Terms and Conditions at www.rslawards.com