



Professional Human Resource Management Examination Entry Form

Section A (Please complete all of this section)

ABMA Student Number:

Surname:

First Name:

Other Names:

Email Address:

I wish to sit for examinations in: March June September December

Please indicate the full name of the college at which you are studying:

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College Address:

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.....

NB You should check with the ABMA Coordinator that your name has been spelt correctly on the ABMA Examination Spreadsheet as this will be entered onto your records and used to produce your results and certificate. If you discover that your name has been spelt incorrectly, you should immediately contact your ABMA Coordinator who will need to resubmit the ABMA Examination Spreadsheet with the correct spelling of your name prior to the exam fee deadline for that series.

Section B

Please complete the 'Exam Fee' box and the 'Total Examination Fees Payable' box and ensure that all forms and payments are forwarded to ABMA before the published ABMA deadlines.

Certificate	Exam Fee (£)
Principles of People Management	
Recruiting People into an Organisation	
Principles of Staff Development	
Dealing with Release Processes	
Human Resource Remuneration	

Level 4 Diploma	Exam Fee (£)
Introduction of Human Resource Management	
Human Resource Planning	
Recruitment and Selection	
Releasing People from the Organisation	
Managing Rewards and Remuneration	

Level 5 Diploma	Exam Fee (£)
Learning and Development	
Employee Engagement	
Organisation Design	
Performance Management	
Development of Human Resource Procedures and Plans	

Level 6 Diploma	Exam Fee (£)
Human Resource Strategy Development	
Organisational Resource Planning	
Organisational Performance and Reward Policies	
Employee Engagement Strategy	
Employee Relations	

Total Examination Fees Payable (£)	

FOR ABMA USE ONLY

Bankers Draft

Cheque (with cheque guarantee details)

Postal / Money Order

Exam Fee to Pay

Module Outstanding

Late Entry

Other

Date

Signature

TOTAL ENCLOSED EXAMINATION FEES

I enclose the required Examination Fee of:

£

I have read and understood the examination regulations and undertake to comply therewith and I further understand that fees paid are **non-refundable and non-transferable**.

Signature:

Date: