

ABMA Education can accept payments for all of our services, including examination fees, by the following methods only. At this time we are unable to accept payment using any alternative methods.

- **Bank transfer from your centre.** Please note that we cannot accept bank transfer payments from individual learners; your centre is therefore not permitted to provide the ABMA Education bank account details to learners or any third party. In order to request the bank account details, please email your contact in the ABMA Education Examinations Department, or info@abma.uk.com, and we will provide these to you. Please ensure that the payment reference includes your centre's code, which is issued to you by ABMA Education. If you require confirmation of this code please request this in advance of making payment. Finally, proof of payment must be submitted to ABMA Education once the bank transfer has been completed so that this can be identified in our accounts.

- **Banker's draft (cheque) from your centre or learners,** made payable to ABMA Education and delivered to our offices in the UK by courier. Once this has been despatched please ensure that you provide the tracking details to your contact in the ABMA Education Examinations Department, or by email to info@abma.uk.com.

Please note: that banker's drafts and cheques are now being phased out and in some countries are no longer available, please contact your bank directly for further information on this if required.

- **Western Union GlobalPay.** To use this method your centre or learners will need to complete the online form, which will provide the payer with a number of currency options and quotes based on country of residence. Once this has been completed the payer will be provided with details of how to complete the payment via Western Union GlobalPay which is done by bank transfer. Please note that this GlobalPay service is different from the Western Union service available at retail outlets and the payer would not be able to process this payment through one of those outlets.

- **UK payments,** we are also able to accept payments on behalf of learners or your centre from a friend or family member in the UK. If you would like to make payment by this method, please ask the person in the UK to contact ABMA Education directly by telephone or email to request further details. Please note that the payer will need to be able to provide the name of the centre that they would like to pay for, and confirm which learners payment will be made for

If your centre requires an invoice in order to make payment to ABMA Education please ensure that this is requested well in advance of, and a minimum of one week before, the Examination Fee deadline for the relevant series. All ABMA Education deadlines are available [here](#).

Whichever payment method you choose, please ensure that you provide a breakdown to your contact in the ABMA Education Examinations Department confirming how the fees should be allocated. This should detail which learners, units and qualifications have been paid for and we would ask that this is in the same format as the examination spreadsheet where applicable.

If you require any further information or assistance regarding making payment please email your ABMA Education Examinations Department contact, or info@abma.uk.com, or telephone our offices on +44 208 733 7000.