



EXAMINATION GUIDE



FINAL ASSESSMENT

WELCOME

Thank you for choosing E-Careers to support you with your studies.

In order to take your Final Exam for this unit, please follow the process below. It's important that you read all of the information below before proceeding.

1. In order to ensure you are ready for your Final exam, you must get approval from your tutor. Please send all marked assignments, revision packs and results of any Mock Exams, along with details of the Exam you wish to sit. (See chart below for details of the exam you wish to take).

Level	Exam code	Assessment Method	Time Allowed
Level 2	A1	Online	2 Hours
	A2	Online	2 Hours
	A3	Online	24 Hours
Level 3	M4	Online	3 Hours
	M5	Online	3 Hours
	M6	Online	3 Hours
	M7	Online	3 Hours
	M8	Centre Based	2 Hours

2. Once your tutor is satisfied you are ready to take the exam, the tutor will arrange to get your exam booked in.
3. If you have not yet paid for your exam, a member of the team will be in touch to take payment over the phone. If you have paid, no further action is required.
4. You will be sent a link directly from the ICB with regards to the full exam process and any necessary supporting information to enable you to sit the exam.
5. Students only have 14 days from the time of booking into the ICB exam portal (MyICB) to access the exam, after which, it will expire and a new exam will need to be purchased.
6. There is a 3 strike rule for exams – should you fail the same Exam after your third attempt, students cannot re-take the exam within 6 months.

Best of luck.