Level 5 Diploma in Recruitment Leadership

Examination re-sit or deferral form

As a student who has previously studied for the Level 5 Diploma in Recruitment Leadership, but has not yet qualified, you are hereby invited to book onto the exam/project. Examinations/Projects re-sits/re-submissions are £148 + VAT* each.

Bookings close 6 weeks before each examination date

1 Please list which unit(s) you will be re- sitting:

- ◯ RECTC 4-2
- ◯ RECTC 4-10
- ◯ RECTC 5-1
- ◯ RECTC 5-2
- ◯ RECTC 5-3
- ◯ RECTC 5-4
- ◯ RECTC 5-5
- ◯ RECTC 5-6
- ◯ RECTC 5-7 (Project)
- ◯ RECTC 5-8 (Project)
- ◯ RECTC 5-9 (Project)
- ◯ RECTC 5-10 (Project)
- ◯ RECTC 5-11 (Project)
- ◯ RECTC 5-12 (Project)

2 Please see below to find out which date your unit(s) is running*:

- ◯ 2 February 2023
- ◯ 4 May 2023
- ◯ 3 August 2023
- ◯ 2 November 2023

L5 DipRM Mandatory units and exam dates

		Available 2023 exam dates			
Unit	Title	2 Feb	4 May	3 Aug	2 Nov
RECTC 5-1	Strategic business planning for recruitment	✔	resit only		
RECTC 5-2	Leading people and teams in recruitment			✔	resit only
RECTC 5-3	Recruitment resource strategies			✔	resit only
RECTC 5-4	Financial management in recruitment	✔	resit only		
RECTC 5-5	Clients and stakeholder relationship management	resit only			✔
RECTC 4-2	Principles of legal and ethical requirements in recruitment*	✔	✔	✔	✔
RECTC 4-10	Understanding recruitment contracts*	✔	✔	✔	

L5 DipRM Optional units

		Available 2023 exam dates (or project submission) dates			
Unit	Title	2 Feb	4 May	3 Aug	2 Nov
RECTC 5-6	Business governance	✔		✔	
RECTC 5-7	International business considerations (project)	✔	✔	✔	✔
RECTC 5-8	Recruitment bids and tenders (project)	✔	✔	✔	✔
RECTC 5-9	Strategic business development (project)	✔	✔	✔	✔
RECTC 5-10	Design recruitment process (project)	✔	✔	✔	✔
RECTC 5-11	Organisational development (project)	✔	✔	✔	✔
RECTC 5-12	Advanced marketing for recruitment (project)	✔	✔	✔	✔

Projects: please note that if you wish to submit a completely new project, then you will need to pay for the whole unit again (£675 + VAT).

3 Your student details (To be completed in BLOCK CAPITALS):

Full Name: _____ Member Number: _____

Date of Birth: _____

(Please ensure the above details match the ID you will be presenting at the examination venue)

Company: _____

Email: _____ Telephone: _____

Primary Address: (Where to send results/certificates)

_____

_____

_____ Post Code: _____

If you have any special/ medical requirements with regards to attendance of the examination, please **contact us no less than 6 weeks in advance of your examination day** to discuss.

REC, Dorset House,
27-45 Stamford Street,
London, SE1 9NT

www.rec.uk.com

0207 009 2100

Level 5 Diploma in Recruitment Leadership

4 Payment details:

Exam only fee per each unit: **£148 + VAT* = £ 177.60**

I wish to pay the fee of £_____ by: ◯ Credit/Debit Card ◯ Cheque: Payable to 'REC'

Cardholder's Name: Card Number:

Exp. Date: mm/yy Start Date: mm/yy Issue Number: Security Digits:

Billing Name: Member Number:

Billing Address:

Post Code: Telephone:

This form should be returned to the REC by post or email with payment:

Post: REC, Qualifications, Dorset House, First Floor, 27 – 45 Stamford Street, London, SE1 9NT

Email: info@rec.uk.com

REC Examinations Re-sit/Deferral Terms & Conditions

*VAT of 20%

Full payment must be received with the booking in order to confirm.

Once payment has been received a receipted invoice will be sent. Confirmation and Joining instructions for the examination will be sent approximately two weeks prior to the examination date.

Should you cancel your examination booking no refund will be issued. Should you defer the examination date you will be liable to pay the full price of both dates.

The REC will make every attempt to run examinations at all the published examination venues; however, we reserve the right to alter examination venues if numbers are too low to sustain the examination. In these circumstances all efforts will be made to contact the students well in advance of the date and we will attempt to make alternative arrangements.

These terms and conditions are fixed and final.

Please sign and date below to indicate you have read and accept these T&Cs.

Signature: Date: dd/mm/yyyy

Employers often request that we send them their employees' results. We do not automatically do this but will send your results to your employer if they request that we do so. If you do NOT consent to your employer receiving your results, please tick here ◯