

15 May 2013

Guidance for candidates wishing to take RHS examinations as an external candidate

Wherever it is possible, candidates will be expected to register to take an examination in an RHS Approved Centre as an external candidate. RHS Qualifications will assist the candidate to find a suitable Approved Centre, and the candidate should be prepared to travel reasonable distances. In exceptional circumstances, it may be possible for a candidate to take the examinations under conditions of 'exceptional supervision'. Every case will be considered on its merits, but the following circumstances would normally be considered eligible for exceptional supervision.

- (i) The candidate is resident overseas other than in Ireland
- (ii) The candidate is resident in a prison or other closed offender institution
- (iii) The candidate has a serious disability or illness which makes travelling to a centre unreasonable (medical evidence should be provided)
- (iv) The candidate cannot find an Approved Centre willing to accept them without the candidate having to undertake an unacceptably lengthy or unreasonable journey. Each case will be considered on its merits, to consider not only the overall time of the journey, but also the nature of the journey.

Where exceptional supervision is likely to be required, candidates should contact RHS Qualifications at least four weeks before the examination registration closing date for guidance.

Guidance for candidates resident outside the UK and Ireland.

For RHS examinations in June 2014 and June 2015, candidates will be able to register to take the examinations in any country of the world, subject to agreeing acceptable arrangements for exceptional supervision with RHS Qualifications.

For RHS examinations in February 2014, February 2015, and for all examinations in future years, candidates will only be allowed to register for examinations if RHS Qualifications can be assured that the arrangements for exceptional supervision permit the examinations to be taken at exactly the same time as they are being taken in the UK, and that there are suitable measures to ensure the security of the examination. Where possible, candidates will be expected to use a British Council examination centre or an organisation recommended by the British Council. Where this is not possible, RHS Qualifications will agree a suitable organisation.

All candidates resident outside the UK and Ireland must seek guidance from RHS Qualifications at least four weeks before the examination registration closing date.

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