

ADMIN REVIEW FORM

ADMINISTRATIVE REVIEW REQUEST FORM

Go to www.accaglobal.com/students/results/reviews for full details of ACCA's administrative review service. Please note that the administrative review service is not a re-marking service. Failure to include your registration number may result in ACCA not being able to process your administrative review.

Administrative review request fees:

- £42 CAT – Introductory, Intermediate and Advanced Level (per paper)
- £42 ACCA Qualification Knowledge Module (Papers F1 to F3) (per paper)
- £47 ACCA Qualification Skills Module (Papers F4 to F9) (per paper)
- £52 ACCA Qualification Professional level (per paper)
- £52 Dip FM qualification

Your details

Name _____

Registration number _____

I would like to request an administrative review of my December 2010 examination result(s) for the following paper(s):

	Paper	Result	Fee
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
		Total fee	_____

Return this form to: Exams Operations Services, ACCA, 2 Central Quay, 89 Hydepark Street, Glasgow G3 8BW, United Kingdom

Your method of payment

- Crossed GBP cheque or bank draft drawn on a UK bank
- Crossed GBP British postal order (Please make all cheques, bank drafts and postal orders payable to 'The Association of Chartered Certified Accountants')
- Credit/debit card
 - Visa
 - Mastercard
 - Switch/Maestro
 - American Express

Name of cardholder (shown on card) _____

Card number (from front of card – do not include spaces) _____

Issue number (if shown) _____

Amount payable _____

Card start date (if shown) _____

Card expiry date _____

Signature of cardholder _____

Today's date _____

The correct remittance must be enclosed with your request in order for the review to be undertaken. ACCA accepts no responsibility for any losses incurred as a result of the operation of its administrative review service. The deadline for requesting an administrative review of your December 2010 results is **14 March 2011**. You will receive written confirmation of the outcome of the review from ACCA in the week commencing **21 March 2011**.