

OFFICIAL MESSAGE – CIRCULAR

From: NI/Qualifications	Number: 004/2022	Date: 01 /04/2022	Number of pages: 1
To: Dynamic Positioning Accredited Training Centres			
Reference to: Remote Invigilation Exam			
Subject: Remote Invigilation Exams Fee and Cancelation Charges			
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<p>The Nautical Institute and TestReach have provided a platform to the training centres and the candidates who are completing their induction course online under temporary approval, and DPVM grandfathering candidates to undertake the online exam remotely supervised.</p> <p>The training providers who wish to book remote invigilating exams for their candidates should contact the Nautical Institute by email at accreditations@nautinst.org.</p> <p>The RI TestReach exam booking requires at least two weeks' notice and the RI exam window is the 1st and 3rd Friday of every month (BST). After booking an exam, the training centre and candidate will receive an email that should be confirmed at least 72 hours before the exam date.</p> <p><u>If the candidate wants to unassigned (remove) the exam, an email should be sent to accreditations@nautinst.org at least five days before the exam date. The candidates who cancel after five working days will be classified as late cancellations, and the fee will be charged in the subsequent invoice to Training Centre. (The fee is charged for late cancellation, exam passed, or three attempts).</u></p> <p>Candidates who have not confirmed the exam cannot do the exam on the date, and if they do not cancel that in the following exam schedule, it will be a second attempt.</p> <p>DPVM</p> <p>Grandfathering candidates that do not wish to receive support from the training centre prior to taking the online assessment may do so by applying directly to the NI by testreach@nautinst.org.</p> <p>The DPVM application for new entrants or the Grandfather options will be able to select the option <u>Book exam & Buy logbook</u> on the home page My Account in the NI Alexis Platform.</p> <p>The fee for the remote online assessment is £100 per candidate. After that, we can schedule the candidate for the DPVM Remote exam.</p> <p>Candidates who have not confirmed the exam cannot do the exam on the date, and if they do not cancel that in the following exam schedule, it will be a second attempt.</p>			
<p>Qasim Masood Head of Qualifications Marine & Offshore The Nautical Institute</p>			