



# Policy on refunds for candidates withdrawing from the New Zealand Registration Examination (NZREX)

## Policy Statement

The Medical Council of New Zealand's (Council's) refund policy for examination fees is structured so that candidates giving sufficient notice of withdrawal are not disadvantaged and other candidates may utilise available opportunities to take the examination.

## Notes

1. An applicant who has been accepted as a candidate for the examination whose application to withdraw from NZREX Clinical is received 6 or more weeks prior to the date of the examination is entitled to a refund of their NZREX Clinical examination fee less an administration fee (see fee schedule).
2. An applicant who has been accepted as a candidate for the examination is entitled to a refund of their NZREX Clinical examination fee, if their application to withdraw from NZREX Clinical is received by the Registrar of the Council at least **20 working days** before the day of the examination (see fee schedule).
3. An applicant who has been accepted as a candidate for the examination who applies to withdraw **within 19 working days** of the examination day will not be eligible for a refund. Council will only consider a refund of the examination fee in exceptional circumstances, such as illness or accident that directly and significantly affects the candidate's ability to perform on the day of the examination. Documented supporting evidence is required. Refunds are approved at the discretion of Council.
4. Applicants who travel from overseas to sit NZREX Clinical and withdraw due to being declined a New Zealand Visa, will be subject to the Council's usual withdrawal policy (refer paragraphs 1-3 above).
5. All applications for withdrawal from a NZREX Clinical examination must be made on the NZREX 5, examination withdrawal form.

Updated at Examination Committee

meeting:

February 1999

Agreed at Council meeting:

April 1999

Updated:

April 2002

Updated for HPCAA 2003:

May 2004

Updated at Council meeting:

August 2007

Updated at Council meeting:

June 2011

Updated at Council meeting:

April 2012

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June 2015

Administrative changes:

August 2017

Administrative changes:

August 2018