

Candidates who want to sit the ACCA exams at the British Council Iași exams centre can benefit from the following services:

- Receiving and assuring security of exam materials;
- Liaising with candidates, if necessary, regarding locations and dates for ACCA exams;
- Venue rental for exams;
- Qualified supervision during exams;
- Administering the exams according to ACCA regulations;
- Collecting and dispatching exam materials by Courier to ACCA.

## **Fees, penalties for exam cancelation and payment methods**

### **Fees**

The local administrative fee is **180 GBP/candidate per exam** (please keep in mind that British Council Romania doesn't charge VAT). Please check with the exams coordinator the British Council GBP/RON exchange rate before paying. The administrative fee for all exams in a session **must be paid at least 30 calendar days before the beginning of that session**. Candidates are required to keep the **proof of payment** for at least two months after sitting the exam/exams they registered for. On the exam day you will be asked to provide the proof (or a copy of it) of payment to your supervisor.

If you will need an invoice, please tell us in writing at [bc.iasi@britishcouncil.ro](mailto:bc.iasi@britishcouncil.ro).

### **Penalties**

There are no penalties for failing to attend the exam if you inform the Iasi special centre **in writing, at least 14 calendar days** before the exam is set to take place. Should you want to withdraw from the exam after the 14 days deadline you will only be refunded **50% of the initial exam fee**.

In case of absences caused by health problems or bereavement (proven by the proper documentation) the full fee will be reimbursed. In these cases you will need to supply the documents and a refund request. The deadline for refunds is 5 working days maximum after the exam day.

### **Payment Methods:**

- Cash at the Banca Transilvania
- By bank transfer: You can transfer the money from a bank where you have an account or from Banca Transilvania if you do not have a bank account, into our account at Citibank Europe plc, Dublin – Bucharest, beneficiary British Council Exams, fiscal registration code C.U.I. no. 9000 0000 26598, account number IBAN **RO88 CITI 0000 0008 2601 2196**. Please write IAȘI – ACCA and the candidate(s) name(s).

If you pay by bank transfer please e-mail us a copy of the bank statement at [bc.iasi@britishcouncil.ro](mailto:bc.iasi@britishcouncil.ro). The deadline for sending the proof of payment is 5 days maximum after you paid. You will receive a confirmation e-mail at least ten days before the exam session starts. If you haven't received the e-mail by the deadline specified above it is your responsibility to contract the British Council in Iasi at [bc.iasi@britishcouncil.ro](mailto:bc.iasi@britishcouncil.ro), tel..+40 232 316 159 in order to receive your confirmation.