**The fees set out in this document are effective from 01 January 2013 until further notice**

# Joining Fee/Annual membership

Approved Certifiers (Individuals – (I-ACD)) £50.00

Approved Bodies £350.00

Sole Practitioners (SP-ACD) £350.00

(Includes 1 approved certifier)

Annual Membership Renewal Fee

Approved Certifiers (Individuals – (I-ACD)) £50.00

Approved Bodies £350.00

Sole Practitioners (SP-ACD) £350.00

(Includes 1 approved certifier membership)

Examination Fee

ACD Part 3 – Day 4 (Compulsory) £625.00

# Exam Re-sit fee

Applies to a re-sit following failure to receive the required standard in the examination.

Cost per re-sit module: £225.00

N.B. If candidate is re-sitting full exam a total fee applies of: £625.00

AB Audit fee (per day) £600.00

Audits are carried out on site, and are required for Re-certification of membership at 3 year intervals.

# Other Scheme fees

Replacement of ACD or AB membership Certificates:

Issuing ACD certificates – 1% of the warrant fee, with a minimum fee of £25 to be charged per certificate.

# General

If an arranged examination is cancelled by the candidate, the following charges will apply:

* 0-14 days in advance of the examination : 100% of the examination fee
* 14-28 days in advance of the examination : 50% of the examination fee
* Greater than 28 days in advance of the examination : 25% of the examination fee
* No refund will be given in the event of non-attendance

VAT

All fees given are exclusive of VAT, which will be charged at the prevailing rate.