Important Exam Notices

Please read

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The examiners may expect candidates to show knowledge of legislation, which is in place but not in force, i.e., has been enacted and regulations which have been made which are not yet in force if they are directly relevant to the subject-matter of the examination.

Closed Book Examinations

Does not allow candidates to take into the examination room any other materials than pens/pencils/erasures/highlighters and candidate confirmation letter information in a clear packet.

Candidates taking the Weights and Measures Practical examination, you **may** take into the exam a self-contained non-programmable calculator.

Extenuating Circumstances

If you have any circumstances (health or personal) that may affect your performance in the lead up to or on the day of your exam(s).

ALWAYS contact CTSI's Education Team for advice and to discuss the best course of action for you.

If in doubt just give us a call. If you are unable to contact us personally, your line manager colleague or family member can do this on your behalf.

Photo Identification

All candidates are required to bring with them photo identification to **ALL** examinations being taken.

This must be presented to the person in charge of the examination when signing your attendance at the exam.

Please ensure you bring this with you to ALL your exams. If you would like any advice on suitable ID, please contact the team using the details below.

Results

Examination results will be emailed to candidates using the contact email address you have provided CTSI previously. You can make amendments to your contact email address by contacting membership@tsi.org.uk. [Please use this address regardless of if you are a member of CTSI.]

Please note results will not be provided over the phone.

Certification

On completion of your award, CTSI will write to you to confirm the award and request confirmation of the name to be used on your certificate. Please ensure, where applicable, you have updated the team on any changes to your name. This should be done in writing to qualifications@tsi.org.uk.

If you have moved address, please contact membership@tsi.org.uk to update your address.