



## **Qualifying with the Faculty**

# **EXAM RULES AND REGULATIONS**

**Completion of the Examinations Enrolment Form signifies that you have read and agree to adhere to the following Rules and Regulations.**

Any enquiries should be addressed to

**The Head of Exams  
The Faculty of Astrological Studies  
BM Box 7470  
London WC1N 3XX**

email: [exams@astrology.org.uk](mailto:exams@astrology.org.uk)

website: [www.astrology.org.uk](http://www.astrology.org.uk)

## Qualifying with the Faculty

To gain the Faculty's Diploma you will need a total of 360 credits – 180 for completing the modules and 180 for passing the examinations.

You will gain 20 credits on successful completion of each module and 60 credits when you pass each of the three interpretation examinations, as follows:

### Foundation Course leading to the Certificate

<b>Module 1</b>	<b>20 credits</b>	<b>120 credits</b>
<b>Module 2</b>	<b>20 credits</b>	
<b>Module 3</b>	<b>20 credits</b>	
<b>Certificate Exam</b>	<b>60 credits</b>	

### Diploma Level One

<b>Module 4</b>	<b>20 credits</b>	<b>120 credits</b>
<b>Module 5</b>	<b>20 credits</b>	
<b>Module 6</b>	<b>20 credits</b>	
<b>Intermediate Exam</b>	<b>60 credits</b>	

### Diploma Level Two

<b>Module 7</b>	<b>20 credits</b>	<b>120 credits</b>
<b>Module 8</b>	<b>20 credits</b>	
<b>Module 9</b>	<b>20 credits</b>	
<b>Advanced Exam</b>	<b>60 credits</b>	

When you have achieved the 360 credits listed above you will be awarded the Faculty's Diploma and be entitled to use the letters **D.F.Astrol.S** after your name.

## Module credits

Module credits represent the continuous assessment component of our qualification process. You will receive 20 credits when a module is completed successfully, whether studied in Classes, by Distance Learning or at Summer School.

Modules studied by Distance Learning are completed when every exercise in the module has been attempted and sent to your tutor. The tutor may ask you to re-work and re-submit one or more of your exercises if they think this would help improve your understanding of a particular topic.

Modules studied at Classes or Summer Schools are completed when you have presented all assignments set by your tutor and attended a minimum of 75% of the classes. If you do not complete a module within the time allowed, or do not meet the necessary class attendance requirement, you will need to re-enrol on that module at a future date and complete it to gain your 20 credits.

**Module credits will expire after 6 years**, counting from the completion date of a particular level, unless you validate them by passing the relevant exam. For example, if you have obtained all Foundation Course module credits, you will need to pass the Certificate Exam **within 6 years of completing Module Three** to validate these credits.

The same system of validation applies to Levels One and Two of the Diploma course. When you have obtained all the Diploma Level One module credits, you will need to pass the Intermediate Exam within 6 years of completing Module Six. When you have obtained all the Diploma Level Two module credits, you will need to pass the Advanced Exam within 6 years of completing Module Nine.

**If no more than 2 years have elapsed since your module credits expired**, you have the opportunity to re-validate them and be entitled to take the exam. To do this you must take the Practice Module for the appropriate level and apply for the exam immediately afterwards.

## Exam credits

You will receive 60 credits when you pass each of the exams – Certificate, Intermediate and Advanced.

## Working towards your qualification

You are required to take the exams in the correct order, either at the completion of each level or at the end of your studies.

- The **Certificate** is a significant achievement in itself; however, it is **not** a professional qualification. The Faculty reserves the right to withdraw your Certificate if you are found to be advertising your professional astrological services based on your Certificate only, without having first gained the Faculty's Diploma.
- You are not eligible to apply for the **Intermediate Exam** unless you are already a Certificate holder.
- You are not eligible to apply for the **Advanced Exam** unless you are already a Certificate holder and have passed the Intermediate Exam.

The Faculty's awards in our examination system are the Certificate and Diploma. However, the intermediate exam is a crucial step in the process of gaining your Diploma.

## Exam instructions and guidelines

Details of the procedure and submission dates are included with the exams themselves. Please refer to the sample Certificate, Intermediate and Advanced exams, which can be found using the links provided on the examinations page of the website at [www.astrology.org.uk/examinations](http://www.astrology.org.uk/examinations).

You will be required to adhere strictly to the instructions and guidelines contained in the exam paper. You are strongly advised to read the relevant example paper carefully before you apply for an exam, so that you know exactly what to expect.

## Exam marking

Your examination papers will be marked anonymously by two examiners under the supervision of the Head of Exams.

## Pass marks

The marking structure for examinations is **Distinction** (85% and above); **Merit** (77-84%); **Pass** (70-76%); **Fail** (less than 70%). No exact marks are issued.

In all cases you will receive an examiners' report on your paper, which aims to help you improve your astrology, to recognise your effort, and to help you assess and appreciate your progress.

In the case of a **Pass**, **Merit** or **Distinction** you will be allocated 60 credits.

If the case of a **Fail** you will need to apply for a new (and different) examination paper and your application must be accompanied by the current examination fee.

The list of the students who have passed the Certificate, Intermediate and Advanced exams is published in our website after each Exam Season.

## Faculty Open Day

On this very special day in March of each year, we honour all students who earned their Certificate or Diploma in the previous calendar year. The event takes place in central London – often in Bloomsbury, the birthplace of the Faculty in 1948. Details are announced early each year.

## Special awards

The following awards will be presented at the discretion of the examiners:

- **The Lindsay Radermacher Award** – for achieving an exceptionally high standard in the Certificate Examination.
- **The Fiona Griffiths Award** – for achieving an exceptionally high standard in the Intermediate Examination.
- **The Margaret Hone Award** – for achieving an exceptionally high standard in the Advanced Examination.
- **Melanie Reinhart Award** – for an exceptionally good live consultation in the Advanced Examination.

## Appeals

If you are dissatisfied with either the mark or feedback you have received for your examination paper you may make a formal written appeal to the Head of Exams by email. Your appeal must be made within **four weeks** of receiving your examiner's report. The appeals procedure allows for the re-marking by different examiners of failed papers on receipt of an additional marking fee (which will be refunded if re-marked papers are subsequently passed). The decision of the Head of Exams after the re-marking is final.

## Conduct

All exam papers must be your own, unassisted, work. Application for the exam and submission of your enrolment fee constitutes a declaration that you agree to, and will abide by, this rule. If the examiners have any reasonable indication that you have failed to comply with this regulation, your paper will be disqualified.

However, it is your responsibility to ensure your paper can be easily understood and if you are in any doubt about the level of your written English, we advise you to have your script reviewed by a native English speaker, where this is possible.

If you have any general questions about the information contained in this document, please contact [exams@astrology.org.uk](mailto:exams@astrology.org.uk)

## Copyright

The Faculty owns the copyright on all examination papers supplied and received.

**The Faculty reserves the right to change these regulations at any time.**