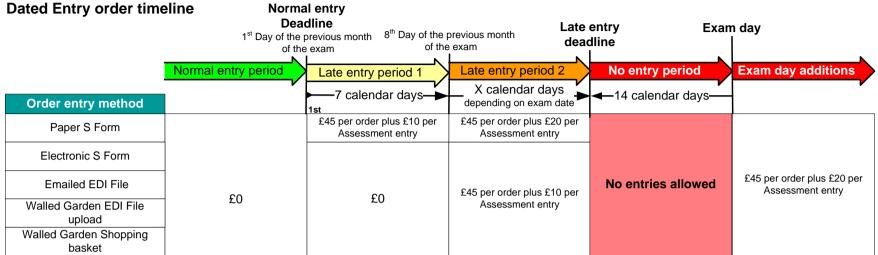
## City & Guilds UK examination entry deadlines and late entry fee charges





On Demand order timeline		Normal entry Exam day deadline	
	Normal entry period	No entry period	Exam day additions
Order entry method			1
Paper BB Form			
Electronic BB Form			
Emailed EDI FIIe	£0	No entries allowed	£45 per order plus £20 per Assessment entry
Walled Garden EDI File upload			
Walled Garden Shopping basket			

NB - Normal and late entry deadlines - Processing of all order entry methods orders stop at 15.00, except for Walled Garden Shopping basket entries which stop at 23.59 on the previous working day before the deadline date.

## Key changes to the examination entry process include:

- No entry period is now 14 calendar days from the exam day, not the Monday of the exam week.
- Standardised late entry exam fees are now in place across all City & Guilds qualifications. Late entry fees will be charged on submission of your order.
- No restriction to the Normal entry period. Previously entries would only be accepted six months prior to the exam date.
- Orders entered through the Walled Garden will not receive paper order confirmation documents check online reporting facility.