

RESCHEDULE OR TRANSFER YOUR EXAM

Exam date issue	What can I do?	Verification required	Fee	Deadline for submission of form
Candidate not available	Submit reschedule form	No reason or verification required	75% of enrolment fee	No later than 10 business days PRIOR to exam date
Candidate taught* by examiner in past 3 years	Submit transfer form	AMEB to verify with examiner	50% of enrolment fee	No later than 10 business days PRIOR to exam date
Illness (candidate only)	Submit transfer form	Medical certificate OR Official documentation from school/uni	50% of enrolment fee	No later than 5 business days AFTER exam date
Injury (candidate only)				
School/Uni exam				
School excursion				

* Taught, had lessons, or a masterclasses with the examiner. Note: Ensemble conductors not a conflict