End of Year Key Dates 2022-2023

Opening Hours

19 December | Office open 9am-5pm

20 December | Office open 9am-5pm

21 December | Office open 9am-5pm

22 December | Office open 9am-5pm

23 December | Office open 9am-3pm

26 December | Offices are closed

27 December | Offices are closed

28 December | Offices will be open operating with limited staff answering CPD related emergencies only 10am-3pm

29 December | Offices will be open operating with limited staff answering CPD related emergencies only 10am-3pm

30 December | Offices will be open operating with limited staff answering CPD related emergencies only 10am-3pm

02 January | Offices are closed

03 January | Offices re-open 9am-5pm

CPD Submissions

31 December | Deadline to complete, log and click submit on your 2022 CPD requirement

31 January | All CPD must be completed by 31 December. However, if you have completed your hours but forgotten to log them and/or 'click submit', you have until 31 January to do so. No CPD hours can be completed for the current year once midnight on the 31 December has passed.

APA/CIP January 2023 Exams

9 December | 12:00 Noon, Mid-Semester Assessment Deadline for CIP-06, 07 & 08 Modules

14 December | Mid-Semester Assessment results accessible in the Member Area

9 January | Students sitting 14 January exams must confirm their exam time slot using the TestReach app on or before 8am on this date

16 January | Students sitting 21 January exams must confirm their exam time slot using the TestReach app on or before 8am on this date

23 January | Students sitting 28 January exams must confirm their exam time slot using the TestReach app on or before 8am on this date

Higher Diploma In Insurance Management

13 January | 2:00pm, Spring/Summer 2023 semester Information Session covering entry requirements, semester structure, assessments, supports.

17 January | Students sitting 22 January exams must confirm their exam time slot using the TestReach app on or before 8am on this date

24 January | Students sitting 29 January exams must confirm their exam time slot using the TestReach app on or before 8am on this date

03 February | Deadline for applications for Advanced Diploma Modules MDI-07, 08 & 09 for Spring/Summer 2023 semester

08 February | Module results for Autumn/ Winter 2022 semester