

All the information on applying for the November 2023 common registration assessment is below and we will continue to populate with more information.

## **Information about the Common Registration Assessment – November 2023**

### **Results and registration**

**Communication sent on 12 September 2023 to Trainees on the registration process.**

#### **Sitting date**

The registration assessment will take place on **02 November 2023**.

#### **Sitting details**

[The registration assessment regulations](#) set out key information and rules that cover this sitting of the assessment. We have also confirmed the list of [permitted items](#) you may have access to during the assessment.

[The registration assessment specification](#) sets out how the assessment will be run, and will help you decide if you need to request a reasonable adjustment.

[The registration assessment framework](#) sets out the outcomes that will be tested and gives an idea of some of the topics this sitting of the assessment may cover.

#### **Eligibility to sit**

Pharmaceutical Society NI trainees shall be eligible to sit the Common Registration Assessment after completion of not less than 45 weeks of satisfactory foundation training having obtained a satisfactory 39 week appraisal report from their Educational Supervisor.

Further information about eligibility requirements to sit the Common Registration Assessment for NI candidates is available at this [link](#).

#### **Applying to sit the assessment**

To apply to sit the November 2023 assessment you must complete both stages of the application process.

STEP 1: Complete the application through the Pharmaceutical Society NI Portal

STEP 2: Complete the Surpass assessment centre booking process

Instructions about how to complete the process will be sent to you via email in due course.

#### **Sitting locations**

You will sit the assessment at a test centre, using the Surpass online system. There are test centres throughout the UK.

We will reserve seats in centres for all candidates approved to sit. You will then have the opportunity to view and change your place through the Surpass system, subject to availability.

Find out how to [manage your test centre place in the GPhC guide](#).

We will provide a list of test centre locations shortly.

If you would like to change your test centre location, you will be able to do this using the Scheduler system from 10.00 am on 21 September until 12.00pm on 25 September.

Changing location is subject to availability, and this may be limited in many test centres. If you can't find another test centre you want to move to, your place will remain at the test centre that we have booked for you.

### **Requesting a reasonable adjustment**

If you have a specific need which you feel could disadvantage you when sitting the registration assessment, please take a look at the dedicated [Requesting a reasonable adjustment](#) page.

“If you have requested an adjustment for a previous sitting, you will need to apply again if you want to request an adjustment for this sitting, although you may be able to use your evidence provided previously again.”

The deadline for requesting a reasonable adjustment was **9.00am on 09 August 2023**. There is no process for submitting late adjustments.

### **Are you fit to sit?**

It is very important that you only sit the registration assessment if you are fit to do so. Being 'fit to sit' means that you do not know of any reason why your performance would be adversely affected on the day of the assessment.

If you are aware of anything that might affect your performance on the day, you should not sit the assessment – even if it is a difficult decision to make. You are eligible to withdraw from a sitting at any time up until the assessment begins.

### **Preparing to sit the assessment**

#### **Assessment structure**

##### **Part one paper**

Part one of the assessment is made up of 40 calculation questions. You will have two hours to complete these, and you will be able to use a calculator.

##### **Part two paper**

Part two of the assessment is made up of 120 questions, split into three sections:

- Section 1: 45 'single-best-answer' questions
- Section 2: 45 'single-best-answer' questions
- Section 3: 30 'extended-matching' questions

You will have 2.5 hours to complete these, and you will **not** be able to use a calculator.

[The registration assessment framework](#) sets out the outcomes that will be tested and gives an idea of some of the topics this sitting of the assessment may cover.

### **Example questions**

We have prepared a set of example questions for both parts of the assessment. These questions are presented in the Surpass system, which you will use to sit the assessment- so you can familiarise yourself with the system functionality. [Use the example questions guide](#) to find out how the system works, and to mark your answers.

[See the part one example questions](#)

[See the part two example questions](#)

For these example questions, no information about you or your answers will be recorded.

The example questions will time out after one hour, but you can access them again by refreshing your browser or clicking the links above again. You can work through the questions as many times as you like.

### **Calculators**

You will be able to use calculators in part one of the registration assessment. You can use the on screen calculator, or you can bring your own calculator to the assessment.

### **On the day**

We will give you information and guidance on what to expect on the day

The guidance document will tell you what to prepare before the assessment, what to expect on the day, and next steps after the assessment.

The permitted items list sets out what you will be allowed to keep with you during the assessment.

[Check the list](#) [PDF 156 KB]

### **Checks on the day of the assessment**

You will need to verify your identity when you sit the assessment, by presenting a valid form of photo identification. The only forms of photo identification Surpass will accept on the day are a valid driving licence or passport.

Important: your identity document must be valid on the day of the assessment, or you may not be able to sit the assessment. If you do not have any of these forms of ID, please contact us as soon as possible at [foundationtrainingyear@psni.org.uk](mailto:foundationtrainingyear@psni.org.uk) after you have made your Surpass booking.

Your name will be verified as part of the identity check at the assessment.

The name we hold on our records (you can check this via the 'Search the Register' facility on our website), the one on your PSNI application, and the one on your photo identification must all match. If they do not, you must let us know as soon as possible by email at [foundationtrainingyear@psni.org.uk](mailto:foundationtrainingyear@psni.org.uk)