



ISMM Fees Accredited Qualifications

01 April 2009 – 31 March 2010

Version 1.0

Certified Training Provider Status

Training providers must first attain Certified Training Provider (Accredited Courses) status before being able to deliver any ISMM-accredited qualification(s). Attaining CTP(A) status requires the successful completion of an *Application for Centre Accreditation*.

CTP(A) Fee (UK centres)	£750 + VAT p.a.
CTP(A) Fee (overseas centres)	£5000 + VAT p.a.

Candidate Registration Fees

	Fee per candidate
Level 1 Award in Basic Sales Skills (1A11)	£50
Level 1 Award in Basic Sales Skills (1A11) – e-assessment version	£30
Level 2 Award in Sales and Marketing (2A11)	£70
Level 2 Certificate in Sales and Marketing (2C11)	£95
Level 3 Award in Advanced Sales and Marketing (3A11)	£70
Level 3 Certificate in Advanced Sales and Marketing (3C11)	£105
Level 3 Diploma in Advanced Sales & Marketing (3D11)	£145
Level 4 Award in Operational Sales and Marketing Management (4A11)	£95
Level 4 Certificate in Operational Sales and Marketing Management (4C11)	£165
Level 4 Diploma in Operational Sales and Marketing Management (4D11)	£200
Level 5 Award in Account Management or Sales Management (5A11, 5A12)	£100
Level 5 Certificate in Account Management or Sales Management (5C11, 5C12)	£205
Level 5 Diploma in Account Management or Sales Management (5D11, 5D12)	£255
Level 5 Diploma in Sales and Account Management (5D13)	£300
Level 6 Executive Award in Strategic Sales and Account Management (6A11)	£125
Level 6 Executive Certificate in Strategic Sales and Account Management (6C11)	£230
Level 6 Executive Diploma in Strategic Sales and Account Management (6D11)	£325

Fees for late EMA registration, resits, option changes

Late EMA registration £25

For registrations received after the Notification to Sit deadline

Resit Level 2-6 £50

Fee per candidate per EMA, including certification fee

Resit Level 1 £30

Fee per candidate per EMA, including certification fee

Post-Results Services

Enquiries About Results (EARs)

EAR fees are refundable if there is a change in the overall grade awarded to the candidate

Service 1 – Clerical check of an EMA or IMA £10

Fee per candidate per unit

Service 2 – Re-mark of an EMA £40

Fee per candidate per unit

Service 2 – Re-mark of an online L1 EMA £20

Fee per candidate per unit

Service 3 – Re-moderation of IMAs £100

Fee per qualification

Appeals £100

Appeal fee is refundable if an appeal is upheld

Replacement certificate £50 + VAT

The ISMM will issue replacement certificates following the amendment of a candidate's details or if a certificate has been damaged or lost.

Certification Fees

Each additional certification during the two-year registration period £25.
The fee for one certification (at the level of the original registration) is included in the candidate registration fee.

This fee applies if a candidate wishes to certificate for an intermediate qualification on the way to achieving a full qualification (for example certificating at Award level having been registered at Certificate or Diploma level).

Example: A candidate registers for the L3 Diploma in Advanced Sales and Marketing. The fee of £145 includes Diploma certification. If the candidate wishes to gain Award and Certificate certification on the way to their Diploma, they would need to pay an £25 to certificate the Award and a further £25 to certificate the Certificate.

Upgrades

If a candidate wishes to “upgrade” their registration within a level (for example from the level 2 Award to the level 2 Certificate) the candidate must pay the difference between the two fees, plus £25.

This fee structure only applies if the upgrade is made within the two year registration period.

If a candidate wishes to upgrade after their original registration has run out, they must pay the full registration fee.

Examples:

A candidate originally registered for the L3 Award (registration fee £70) wishes to upgrade to the L3 Certificate (registration fee £105). The cost to upgrade is $(£105 - £70) + £25 = £60$.

If the candidate then wanted to upgrade from the L3 Certificate to the L3 Diploma, they would pay $(£145 - £105) + £25 = £65$.

If the candidate wanted to upgrade from the L3 Award straight to the L3 Diploma, however, they would pay $(£145 - £70) + £25 = £100$.