

## Suitably Qualified Persons (SQP) Re-accreditation Examination Booking Form

This examination booking form should be completed to enter the SQP Professional Update Theory and Competency Practical Examinations due to insufficient SQP Continual Professional Development (CPD) hours being completed, or being off the VetSkill SQP Register for a period of 12 months or more.

Please complete all sections within this form and sign the declaration in section six (6).

### 1. SQP Details

|                      |  |
|----------------------|--|
| Preferred title      |  |
| First name           |  |
| Surname              |  |
| Date of birth        |  |
| Home address         |  |
| Town                 |  |
| Postcode             |  |
| Email address        |  |
| Contact phone number |  |

### 2. Employer Details

|                           |  |
|---------------------------|--|
| Employer/Business name    |  |
| Contact name              |  |
| Employer/Business address |  |
| Employer postcode         |  |
| Employer phone number     |  |

### 3. SQP Category and Permissible Medicines

Please tick one (1) box to confirm which category or combination of categories are/were held.

| Category | Unit selected to study and achieved | Please Tick              |
|----------|-------------------------------------|--------------------------|
| R-SQP    | Companion, Equine & Farm            | <input type="checkbox"/> |
| C-SQP    | Companion animals only              | <input type="checkbox"/> |
| J-SQP    | Equines only                        | <input type="checkbox"/> |
| L-SQP    | Farm animals only                   | <input type="checkbox"/> |
| A-SQP    | Avian only                          | <input type="checkbox"/> |
| E-SQP    | Companion & Equine                  | <input type="checkbox"/> |
| K-SQP    | Companion & Farm                    | <input type="checkbox"/> |
| CA-SQP   | Companion & Avian                   | <input type="checkbox"/> |
| G-SQP    | Equine & Farm                       | <input type="checkbox"/> |
| JA-SQP   | Equine & Avian                      | <input type="checkbox"/> |
| AL-SQP   | Avian & Farm                        | <input type="checkbox"/> |
| EA-SQP   | Companion, Equine & Avian           | <input type="checkbox"/> |
| CAL-SQP  | Companion, Avian & Farm             | <input type="checkbox"/> |
| S-SQP    | Avian, Equine & Farm                | <input type="checkbox"/> |
| XA-SQP   | Companion, Equine, Avian & Farm     | <input type="checkbox"/> |

#### 4. SQP Re-accreditation Examination Details

The Update Theory Examination is available on demand and can be sat remotely. Please confirm below the preferred time and date to sit this assessment.

Please see the [VetSkill website](#) for details of the next SQP Professional Competency Practical Examination and complete the details of the preferred examination date and venue.

|  |  |
|--|--|
| Theory examination preferred time and date |  |
| Practical examination venue name           |  |
| Practical examination date                 |  |

#### 5. Payment Details

Please see VetSkill’s website for a [full list of the examination fees](#). Please allow up to 14 days for payment to be processed.

##### 5.1 BACS Transfer

Payment can be made by BACS using the details listed below:

Sort Code                               **60-11-30**

NatWest Account Number   **18138993**

VAT Registration Number   **357095868**

Please use the reference       **[your surname] – SQP Exam**

For example                           *Smith – SQP Exam*

|                |                  |          |
|----------------|------------------|----------|
| Controlled by: | Created/Updated: | Version: |
| Standards      | October 2023     | v2.1     |

## 6. Declaration

- a) To the best of my knowledge the details on this form are correct.
- b) I have selected the relevant Professional Competency Practical Examination venue and date I wish to enrol for.
- c) I understand an examination fee is payable at the time of booking each examination undertaken.
- d) I understand the examination fee will not be refunded if I withdraw from an examination booked with VetSkill, and a new fee is payable when re-booking the examination.
- e) I understand that I may not be eligible for SQP registration for the following year if I fail to attend or fail to achieve the pass mark for this examination.
- f) I understand that the practical examination booking is subject to places being available.
- g) I understand that VetSkill reserves the right to cancel or re-arrange an examination if there are not sufficient bookings to make it viable.
- h) I agree to abide by the examination rules and regulations set out by VetSkill and the examination venue.

I confirm that I have read and understood all of the conditions outlined above.

|            |  |
|------------|--|
| Signed     |  |
| Print name |  |
| Date       |  |

Please email the completed form to: [sqp@vetskill.com](mailto:sqp@vetskill.com)

Or send the completed form to:

VetSkill Ltd  
 10 Ramsay Court  
 Hinchingsbrooke Business Park  
 Huntingdon  
 PE29 6FY

Registered number 03127119

|                |                  |          |
|----------------|------------------|----------|
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