

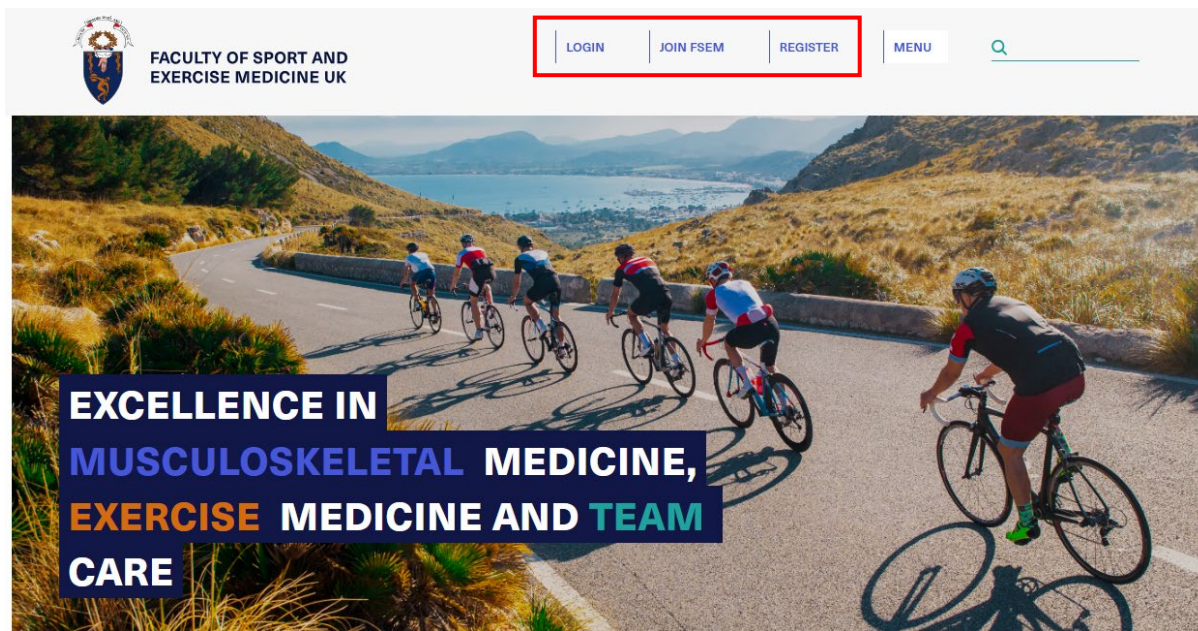


FSEM Exam Application Guide: Step-by-step Instructions

1. Login or register your account

To apply for any of our exams, you are required to hold an account with FSEM. If you are already an FSEM Member, you will already have an account with us.

You can register or login at the top of our [Homepage](#)



BECOME A MEMBER

Become a member of the FSEM and establish your status as a practicing Sport and Exercise Medicine Doctor! The



If you have not logged in since we switched to a new website, you will need to reset your account login details. An email should have been distributed containing a link, inviting you to reset your details. If you are having any issues with this, please reach out to us through membership@fsem.ac.uk

2. Accessing the application form

Once you have signed in to your new or existing FSEM account, you will see a navy-blue bar across your screen. Here, you can select to apply for our exams.



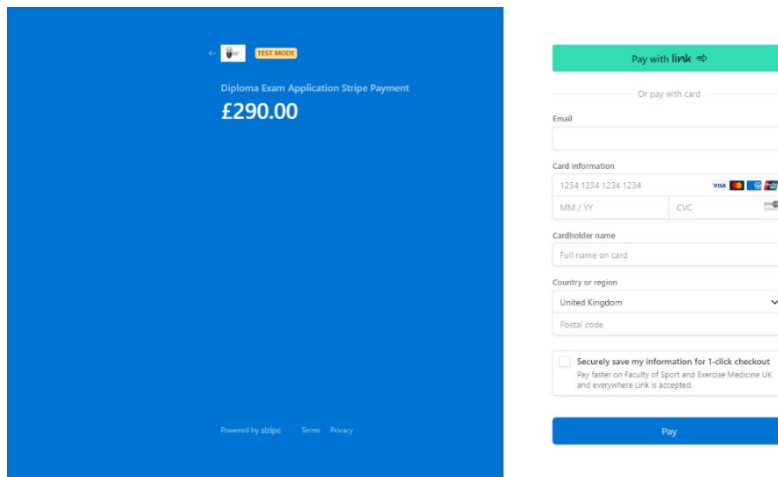
3. Complete the application form

Next, you will be required to complete the exam application form. Selecting which exam you would like to sit, complete the application and submit the relevant documents and information to us. This documentation includes proof of identity, degree certificates or a letter of support from your employer, and evidence if requesting special requirements during the exam. Please read the evidence upload section carefully before uploading your evidence to avoid potential application rejection.

The image shows a screenshot of the 'EXAM APPLICATION' form. At the top, there is a breadcrumb trail: 'Home > Exam Application'. Below this is a large blue header with the text 'EXAM APPLICATION'. Underneath is a section titled 'FIELDS MARKED WITH AN * ARE REQUIRED'. There are three tabs: 'YOUR DETAILS' (selected), 'ELIGIBILITY', and 'DECLARATION'. Below the tabs is a section titled 'YOUR DETAILS'. It contains two questions: 'WHAT EXAM ARE YOU APPLYING FOR?' with a dropdown menu showing 'Select...', and 'ARE YOU A MEMBER OF FSEM ALREADY?' with radio buttons for 'YES' and 'NO'.

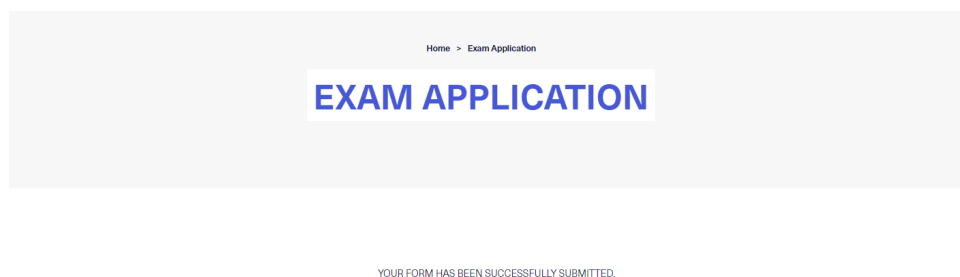
4. Submit your payment

After submitting your application form, you will be asked to enter your payment details. Once this is entered and the payment has been processed, your application is finalised and sent through to us!



The image shows a Stripe payment interface. On the left, a blue panel displays 'Diploma Exam: Application Stripe Payment' and the amount '£290.00'. On the right, a white form allows payment via link or card. The card payment section includes fields for card number, expiry date (MM / YY), CVC, and cardholder name. A dropdown menu shows 'United Kingdom' for the country/region, and a field for the postal code. A checkbox option is available to 'Securely save my information for 1-click checkout'. A blue 'Pay' button is at the bottom.

5. Application Review Process



We will review your application in line with our eligibility criteria. We aim to be as responsive as possible, but please allow up to 2 working weeks for us to review your application.

After we have reviewed your application, we will then reach out to you, either confirming your entrance to the exam, request further documentation if required, or unfortunately decline your application if you do not meet the eligibility criteria stated.

Any exam applicants that do not meet the eligibility criteria will be refunded, minus a 20% administration fee. Therefore, please ensure that you check the eligibility criteria thoroughly before applying to sit the exam. The eligibility criteria for each exam can be found on our website, on each exam's individual page. If in doubt, contact the Exams Department on exams@fsem.ac.uk before applying.