

## How to Register for a Repeat Examination

## Step 1: Review the Fees Structure

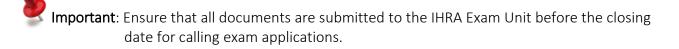
• Access and consult the <u>Fees Structure</u> to understand the costs associated with repeat exams.

## Step 2: Download the Application Form

- Obtain the relevant repeat Application Form based on your program:
  - Repeat Exam Application for Bachelor of Labour Management (BLM) Degree Program
  - Repeat Exam Application for Certificate, Diploma, Executive Diploma, Higher Diploma, Postgraduate Diploma, and Masters Programs

## Step 3: Submit the Required Documents

- Complete the hard copy of the application form.
- Prepare the payment slip for the repeat exam fee.
- Include copies of board decisions, if applicable.
- Obtain the recommendation of the Course Coordinator.
- Submit the completed application form, payment slip, copies of board decisions (if relevant), and the Course Coordinator's recommendation to the IHRA Examination Unit.





For further assistance, please contact the IHRA Examination Unit at +94 11 250 5893.