

<b>Certificate in Pensions Administration - Autumn 2021</b>			<b>Enrolments close 19/10/2021</b>		
<b>Module</b>					
	<b>Date</b>	<b>Day</b>	<b>Online</b>	<b>Start time</b>	
<b>Website switch on</b>	26/10/2021	Tuesday			
<b>Course induction - report writing</b>	<b>28/10/2021</b>	<b>Thursday</b>	✓	<b>9:30</b>	
<b>Module</b>					
<b>Overview of UK pension schemes</b>	<b>Date</b>	<b>Day</b>	<b>Online</b>		
Material release date	26/10/2021	Tuesday			
Module review	05/11/2021	Friday	✓	<b>09.30</b>	
Revision session	11/11/2021	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	29/11/2021	Monday			
Results released to students	23/12/2021	Thursday			
<b>Module</b>					
<b>Providing pension scheme information</b>	<b>Date</b>	<b>Day</b>	<b>Online</b>		
Material release date	24/11/2021	Wednesday			
Module review	10/12/2021	Friday	✓	<b>09.30</b>	
Revision session	16/12/2021	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	03/01/2022	Monday			
Results released to students	27/01/2022	Thursday			
<b>Module</b>					
<b>Creating and maintaining pension scheme member records</b>	<b>Date</b>	<b>Day</b>	<b>Online</b>		
Material release date	30/12/2021	Thursday			
Module review	14/01/2022	Friday	✓	<b>09.30</b>	
Revision session	20/01/2022	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	07/02/2022	Monday			
Results released to students	03/03/2022	Thursday			
<b>Module</b>					
<b>Transferring into and out of pension schemes</b>	<b>Date</b>	<b>Day</b>	<b>Online</b>		
Material release date	03/02/2022	Thursday			
Module review	18/02/2022	Friday	✓	<b>09.30</b>	
Revision session	24/02/2022	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	14/03/2022	Monday			
Results released to students	07/04/2022	Thursday			
<b>Module</b>					
<b>Amend pension records to reflect a member's change of circumstances</b>	<b>Date</b>	<b>Day</b>	<b>Online</b>		
Material release date	10/03/2022	Thursday			
Module review	01/04/2022	Friday	✓	<b>09.30</b>	
Revision session	07/04/2022	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	25/04/2022	Monday			
Results released to students	19/05/2022	Thursday			
<b>Module</b>					
<b>Payment of scheme benefits to pensioners</b>	<b>Date</b>	<b>Day</b>	<b>Online</b>	<b>Various venues available</b>	
Material release date	21/04/2022	Thursday			
Module review	06/05/2022	Friday	✓	<b>09.30</b>	
Revision session	12/05/2022	Thursday	✓	<b>18.30</b>	
Exam	11/06/2022	Saturday	✓	✓	
Results released to students	07/07/2022	Thursday			
<b>Module</b>					
<b>Working as a member of the pensions team</b>	<b>Date</b>	<b>Day</b>	<b>Online</b>		
Material release date	02/06/2022	Thursday			
Module review	08/07/2022	Friday	✓	<b>09.30</b>	
Revision session	14/07/2022	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	08/08/2022	Monday			
Results released to students	01/09/2022	Thursday			
<b>Exam date Re-sit ONLY</b>	<b>Date</b>	<b>Day</b>			
<b>Exam</b>	<b>27/08/2022</b>	<b>Saturday</b>	<b>TBC</b>		
<b>Results to students</b>	<b>15/09/2022</b>	<b>Thursday</b>			