

<b>Certificate in Pensions Administration - Spring 2021</b>			<b>Enrolments close 06/05/2021</b>		
<b>Module</b>					
	<b>Date</b>	<b>Day</b>	<b>Online</b>	<b>Start time</b>	
<b>Website switch on</b>	11/05/2021	Tuesday			
<b>Course induction - report writing</b>	<b>13/05/2021</b>	<b>Thursday</b>	<b>✓</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	11/05/2021	Tuesday			
Module review	21/05/2021	Friday	✓	<b>09.30</b>	
Revision session	27/05/2021	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	14/06/2021	Monday			
Results released to students	08/07/2021	Thursday			
<b>Module</b>					
<b>Providing pension scheme information</b>	<b>Date</b>	<b>Day</b>	<b>Online</b>		
Material release date	09/06/2021	Wednesday			
Module review	25/06/2021	Friday	✓	<b>09.30</b>	
Revision session	01/07/2021	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	19/07/2021	Monday			
Results released to students	12/08/2021	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	15/07/2021	Thursday			
Module review	30/07/2021	Friday	✓	<b>09.30</b>	
Revision session	05/08/2021	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	23/08/2021	Monday			
Results released to students	16/09/2021	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	19/08/2021	Thursday			
Module review	03/09/2021	Friday	✓	<b>09.30</b>	
Revision session	09/09/2021	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	27/09/2021	Monday			
Results released to students	21/10/2021	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	23/09/2021	Thursday			
Module review	15/10/2021	Friday	✓	<b>09.30</b>	
Revision session	21/10/2021	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	08/11/2021	Monday			
Results released to students	02/12/2021	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	04/11/2021	Thursday			
Module review	19/11/2021	Friday	✓	<b>09.30</b>	
Revision session	25/11/2021	Thursday	✓	<b>18.30</b>	
Exam	18/12/2021	Saturday	✓	✓	
Results released to students	20/01/2022	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	16/12/2021	Thursday			
Module review	21/01/2022	Friday	✓	<b>09.30</b>	
Revision session	27/01/2022	Thursday	✓	<b>18.30</b>	
Online assignment submission by 10am	21/02/2022	Monday			
Results released to students	17/03/2022	Thursday			
<b>Exam date Re-sit ONLY</b>	<b>Date</b>	<b>Day</b>			
<b>Exam</b>	<b>12/03/2022</b>	<b>Saturday</b>	<b>TBC</b>		
<b>Results to students</b>	<b>31/03/2022</b>	<b>Thursday</b>	<b>TBC</b>		