

Industry Qualifications – Institute of Administrative Management

2016/2017 Academic Year

KEY DEADLINES

Dates	Deadline for booking assignments (NEW!)	Deadline for receipt of assignments	Results Issue date*
Sept 16 Series	Wednesday 31 st August 2016	28 th September 2016	14 th November 2016
Jan 17 Series	Friday 23 rd December 2016	25 th January 2017	15 th March 2017
May 17 Series	Monday 3 rd April 2017	4 th May 2017	23 rd June 2017

*We reserve the right to withhold results where we have specific concerns.

EXAM TIMETABLE

Unit title	Level	Unit no	Unit ref	Sept 16 Series	Time	Jan 17 Series	Time	May 17 Series	Time
Finance and Accounting for Administrative Managers	4	10170	T/507/8598	Tues 20/9/16	9.00 – 12.00	Tues 17/1/17	9.00 – 12.00	Tues 25/4/17	9.00 – 12.00
Quantitative Methods for Administrative Managers	4	10174	H/507/8600	Tues 20/9/16	1.30 – 4.30	Tues 17/1/17	1.30 – 4.30	Tues 25/4/17	1.30 – 4.30
Facilities Management	4	10176	F/507/8619	Weds 21/9/16	9.00 – 12.00	Weds 18/1/17	9.00 – 12.00	Weds 26/4/17	9.00 – 12.00
Business Regulation (UK)	5	10160	F/507/1914	Weds 21/9/16	1.30 – 4.30	Weds 18/1/17	1.30 – 4.30	Weds 26/4/17	1.30 – 4.30
Management Accounting	5	10163	T/507/3840	Thurs 22/9/16	9.00 – 12.00	Thurs 19/1/17	9.00 – 12.00	Thurs 27/4/17	9.00 – 12.00
Analysis of Financial Accounts for Managers	5	10166	L/507/3844	Thurs 22/9/16	1.30 – 4.30	Thurs 19/1/17	1.30 – 4.30	Thurs 27/4/17	1.30 – 4.30
Finance for Decision Making	6	10151	D/507/1905	Fri 23/9/16	9.00 – 12.00	Fri 20/1/17	9.00 – 12.00	Fri 28/4/17	9.00 – 12.00

Future Exam weeks will generally be 1 – 2 weeks prior to deadline for receipt of assignments and held 3 times per academic year in September, January and May.

Exam scripts must be sent to IQ within 2 days of the examination.