

Exemptions are available from the following Certificate training courses: Finance for Non-Financial Directors (FFD), Strategy for Directors (SFD) and Leadership for Directors (LFD).

Exemptions are not available for The Role of the Board and the Director (RDB) training course.

In order to apply for an exemption, you must self-certify that a qualification you have previously completed covers a minimum of 70% of the learning outcomes of the relevant IoD course (both in terms of course material and examination). The IoD may choose to undertake due diligence of the self-certification where it feels this is appropriate. To apply for an exemption(s) from attending the IoD course(s), you must complete the application form and submit it via email to [examinations@iod.com](mailto:examinations@iod.com).

**Member number or contact reference number**

**Candidate name** (in full)

**Candidate email** (this will be used by the subject matter expert to contact you)

I wish to claim exemption(s) from the following Certificate in Company Direction course(s):  
(please tick)

- ☐ Award in Finance for Non-Finance Directors
- ☐ Award in Strategy for Directors
- ☐ Award in Leadership for Directors

**Please ensure you send a copy of your qualification certificate.**

Title of existing qualification (must be a bachelor's-level qualification)

Educational institution or awarding body

I acknowledge and can certify that I have read the exemption requirements and that the information I have provided in this application is true and correct.

Signature

Date

Please return the completed form to [examinations@iod.com](mailto:examinations@iod.com). Once received, the IoD will acknowledge receipt and email notification will be sent to you as confirmation within five working days.

Please contact [examinations@iod.com](mailto:examinations@iod.com) if you have any questions regarding this form, process or policy.