

EXAMINERS TIPS – STEP Certificate for Financial Services Students

With one month to go, what should you be concentrating on?

- Allocate your time between now and the exam so that you can ensure you have enough time to complete your revision. At this point, you need to have reached (or be nearing) the end of the course manual so that you can move on to making sure the information has been properly absorbed. The module-by-module self-assessment questions are helpful for this, but you also need to practice examination questions (from the specimen examination paper) so that you are confident in applying your knowledge to sets of facts similar to those you will face in the examination.
- The format of the examination: The examination comprises 25 multiple choice questions and a choice of 5 from 6 15-mark essay/problem type questions. This means that you cannot safely elect to omit certain parts of the syllabus from your revision – the best approach is to thoroughly revise the whole of the syllabus so that you can keep your options during the examination.
- Contact a tutor at cltinternational@centlaw.com if during the next few weeks you come across something that you need clarification on – but be careful to submit any last queries at least 5 days before the exam as otherwise the response may not reach you in time!
- Check the delegate handbook included with your distance learning pack so that you are familiar with examination protocol before turning up to the exam. If you have any special requirements and have not yet informed CLT, do so as soon as possible.
- Finally, make sure you know where you are going on the day of the exam! The venue might have changed since your last exam so check either the CLT website or wait for the email that you will receive two weeks prior to the examination.