

Chartered Valuer and Appraiser (CVA) Programme Examination Deferment Guidelines

Should a candidate need to defer an examination, a request for deferment can be made, subject to approval.

Submission of Deferment Request

Candidates may request examination deferment at any point during the CVA Programme, with requests to be submitted at least one month prior to the scheduled examination.

Candidates may also request for deferment if they are absent for the examination should they have valid reasons. Supporting documents such as medical certificates, death certificates or court orders, and other appropriate documents must be submitted upon deferment requests. Valid reasons for deferment include:

1. Illness
2. Compassionate grounds e.g. demise of an immediate family member
3. Statutory obligations e.g. attendance at a court hearing
4. Extreme family incidences
5. Any other reasonable incident which renders the candidate unable to take the examination

To submit a deferment request, please complete this form: <https://go.gov.sg/cva-exam-deferment>.

Deferment Request Outcomes

Candidates will be informed of the outcome of their request for deferment via email.

Requests Approved

1. Candidates whose deferment requests are approved will be automatically scheduled for the next immediate exam.
2. The course content used for the eventual exam may differ from that of the intake that the candidate deferred from. Thus, they should be prepared for their re-scheduled examination by finding out the latest programme information, including course and examination details.

Requests Rejected

1. Candidates who submitted deferment requests before the exams and whose deferment requests are rejected, will be deemed 'Absent' if they do not turn up for their scheduled exams.
2. Candidates will also be deemed 'Absent' if they do not turn up for their scheduled exams and their deferment requests submitted after the exams are subsequently rejected.

Candidates will also be required to pay a Re-Assessment Fee to be eligible for the next examination session, together with other prevailing candidature requirements. The fees are:

Re-Assessment Fees

Module	Fee
Module 1 to 4	SGD\$ 200 per attempt/module
Capstone	SGD\$ 400 per attempt/module