

The Faculty of Physician Associates – student member national examination pre-payment scheme FAQs

What is the pre-payment scheme?

This is a scheme set up by the Faculty of Physician Associates (FPA) to allow student physician associate (PA) members the option to spread the cost of their Physician Associate National Examination (PANE) in advance of them sitting their first attempt. This allows FPA PA student members to pay towards their PANE in either 10 or 20 monthly instalments.

The 20 monthly instalment option is available to student members who have begun their 2-year PA programme, while the 10 monthly option is only available to student members in their final year.

Who is eligible to use the pre-payment scheme?

The FPA pre-payment scheme is available to FPA student members only. The scheme is not available to PA student members who are not members of the FPA. To become a student member of the FPA, visit the [FPA student membership page](#). FPA student membership costs £1 per month and the membership year runs between 1 November – 31 October each year.

When a PA student become a member of the FPA, they can opt into the scheme by setting up a separate direct debit. Should a student member decide to utilise the scheme mid-way through their membership with the FPA, they will be required to email the FPA team (FPAMemberapplication@rcp.ac.uk). The team will then guide the student member through the scheme registration process.

How many monthly instalments can I choose to pay while using the pre-payment scheme?

FPA PA student members can choose to pay in 10 or 20 monthly instalments. For example:

10 monthly instalments = £83.40 per month.

20 monthly instalments = £41.70 per month.

The above instalments are reflective of the 2023 PANE fees. The PANE fees are reviewed annually.

Any fee increase agreed by the Assessment Unit at The Royal College of Physicians (RCP) will be published in advance, and a student's direct debit amount will be automatically updated so that they are paying the correct exam fees. Any fee arrears must be paid before the student can sit the PANE. The FPA team will notify the student of this.

When will my fees need to be paid by?

Depending on whether a student has registered for the 10 or 20 month pre-payment plan, they must have paid the full fees by the end of this period in order to be eligible to sit the PANE.

What fees will I be paying?

PANE fees are published on the FPA website. The fees are reviewed by the RCP Assessment Unit, who operate the PANE, on an annual basis. Should the PANE fees increase before a PA student sits their first exam, this will be communicated in advance. The direct debit will be amended depending on how long the student member has before they are due to sit their exam.

Any outstanding fees must be paid before sitting the exam and students will be invoiced accordingly. Student members will always pay the correct PANE fee.

The university is paying for the student's FPA membership fee – how do they set up an account for the scheme?

If a PA student's university is paying for their PANE fees, we recommend that they also register for the pre-payment scheme and get this reimbursed by the university when registering to become an FPA PA student member. Alternatively, PANE fees can be paid in full by the university directly to the RCP Assessment Unit.

If a student member didn't join the scheme when they registered for FPA student membership, can they still utilise the scheme?

Yes, student members can join at any point during the year, as long as they have either 10 or 20 months left before the closing date of registration for the PANE cohort they are sitting.

What happens if a monthly instalment is missed?

If an instalment is missed, FPA student members will be notified, and their payment plan will either be revised to make up the missed amount, or they will be given the option to make an additional payment.

If a student member decides to stop using the scheme at any time, can it be cancelled and a refund be processed?

Anyone who has applied to the scheme and is not eligible will be given a full refund. FPA student members can choose to cancel their direct debit at any time. If a student member cancels within 30 days of setting up the scheme, they will be eligible for full refund. After this period, admin fee will be charged. For refund, requests contact the FPA team (FPAMemberapplication@rcp.ac.uk).

Can student members request a statement of their pre-payment account?

Yes, FPA student members have the right to request a statement of their pre-payment account at any time.

How will monthly instalments be paid?

Monthly instalments will be set up by a direct debit via an FPA students MyRCP account. This will be set up in the same way that student membership is created.

As outlined above, should a student member decide to begin using the scheme part-way through their membership, they will need to email the FPA team via FPAMemberapplication@rcp.ac.uk. The team will then guide the student member through the scheme registration process.

Updated September 2023