

Disciplinary Scheme Notice:

Proceedings against one General Member sitting IFoA Exams.

In late July 2025 the Institute was notified of a breach in educational assessment regulations by one of its General Members who was sitting their Foundation examinations through the Institute and Faculty of Actuaries (IFoA). The breach occurred during on-line examinations held by the IFoA.

The Institute was provided with a copy of the letter issued to the Member advising them of the outcome of the IFoA's investigation and their finding.

The primary finding by the IFoA against the Member was as follows:

1. disqualified from the April 2025 CM1 & CM2 examination.
2. ineligible to sit further IFoA examinations, including CM1 & CM2 if applicable, from 01/07/2025 to 01/07/2027 (for 24 months) i.e. disqualified from sitting examinations in sessions affected.
3. ineligible to apply for exemptions or recognition for or in respect of any examinations sat and passed with other awarding bodies over the same period, and
4. required to take or re-take the Stage 1 Online Professional Awareness course before sitting any further examinations.

Institute Action

In accordance with the [Disciplinary Scheme Guidance – Breaches in Educational Assessment Regulations](#) the Member was contacted by the Institute to establish whether they would be lodging an appeal with the IFoA. The Member confirmed they did intend to appeal the IFoA decision. Pursuant to clause 2.2 of the regulations the Institute placed the matter on hold pending the outcome of the IFoA Appeal.

On 13 October the Member informed the Institute of the outcome of the IFoA Appeal. The appeal was only partly successful in that the IFoA reduced the severity of the ban period referred to in 2 above, from 24 months to 12 months. The previous primary findings 1, 3 and 4 remain in force. In accordance with clause 2.3 of the [Disciplinary Scheme Guidance – Breaches in Educational Assessment Regulations](#), the Institute determined that the Member has engaged in Misconduct and applied comparable Disciplinary Action to that of the IFoA. The Member has accepted the comparable Disciplinary Action which has been recorded on their membership record for a period of 5 years.

The Convenors determined that a Disciplinary Scheme Notice should be published on the Institute's website. The Institute's weekly Bulletin to all Members will refer to the fact that publication of this disciplinary proceeding is available on the Institute's website.

October 2025