

## **Conversion form**

Learners who have registered on a Single Subject basis and wish to convert their Single Subject qualifications into an ICM Professional Qualification(s) can do so providing they meet with the criteria indicated in Section 6 of ICM's Accreditation of Prior Learning Policy and Procedure:

https://www.icm.education/policies-and-handbooks. Conversions can be requested by completing this form and returning it to <a href="mailto:info@icm.education">info@icm.education</a> accompanied by the conversion fee. The conversion fee can be viewed on 'Our Charging Structure': <a href="https://www.icm.education/about-us/our-charging-structure">https://www.icm.education/about-us/our-charging-structure</a>.

In accordance with Section 2 of the Withdrawal of ICM Approved Centre Status and Qualification Policy and Procedure, ICM can only consider conversion applications relating to our current listing of Professional Qualifications <a href="https://www.icm.education/professional-qualifications">https://www.icm.education/professional-qualifications</a>

Centre Name	
Centre ID	
Country	
Learner Name	
ICM Student Number	
(If you have been issued with more than one ICM Student Number, please list them all in the box above)	
Certificate name	
(Print the Learners name how you wish for it to appear on your qualification in the box above)	
Title and Level of the ICM Professional	
Qualification you	
wish to apply for conversion	
(For example, you would indicate Certificate in Business Studies in the box above)	