

DISTANCE LEARNING COURSE - Pre Commencement Information

Thank you for considering enrolling for the BPNA distance learning course in paediatric neurology. Below is some general information that may be helpful to you before you enrol.

PAYMENTS

The course fee payable depends on the country where you work. Please check the [World Bank Economic Classification](#) to establish which group your country is in.

Groups of five or more students can benefit from a group discount of 10% each from the amounts below.

Low and Middle Income Countries

The total cost of the course is GBP £676.00. This can be paid as one payment or be invoiced in four instalments as follows. The first instalment must be paid before participation:

First instalment	GBP £169.00 to be paid by commencement
2nd instalment	GBP £169.00 to be paid after six months
3rd instalment	GBP £169.00 to be paid after a further six months
4th instalment	GBP £169.00 to be paid after a further six months

You can pay your fees online by credit card – please request an invoice reference number from BPNA as you will need this to complete your transaction or you can pay by bank transfer – use these bank details;

Account name:	BPNA
Sort Code:	201719
Account number:	50309745
IBAN:	GB96BUKB20171950309745
SWIFT:	BUKBG22

High income countries

The total cost of the course is GBP £2,050. This can be paid as one payment or invoiced in four instalments as follows. The first instalment must be paid before participation:

First instalment	GBP £525.00 to be paid by commencement
2nd instalment	GBP £525.00 to be paid after six months
3rd instalment	GBP £500.00 to be paid after a further six months
4th instalment	GBP £500.00 to be paid after a further six months

UK students and others with a UK bank account pay a first instalment of £520 followed by 18 monthly payments of £85 by direct debit.

Many students are able to have all or part of the course costs met by their employer or institution. Please apply for this now as it usually takes some time.

- We can send one invoice for the whole amount, if this is helpful.
- We can invoice your employer or institution direct, but please provide details of the person to whom it should be addressed and any reference number or fund details which need to be quoted.
- If you do have to pay for the course personally, remember it is a tax-deductible expense.

DELIVERY OF THE COURSE

The course is divided into 12 Units, each containing around 48 hours of work, except for Unit 6 which contains 100 hours of work. Three units will be opened for you following payment of your invoice, every six months. However, it is not obligatory that you complete the units within six months. Complete the course at a rate that is right for you. Discuss and plan the time in which you wish to complete the course with your tutor, if you have one. You might have a better idea about this when you have started the course.

Units can be completed in any order. You may be able to plan completing units around clinical opportunities or your immediate working environment (for example, doing Unit 2 Neonatal Neurology when you are working in Neonates).

TUTOR

Consultants do not need a tutor. It is helpful if you have a colleague in your paediatric neurology department to discuss aspects of the course if required.

Trainees should have a paediatric neurologist or senior colleague who is willing to provide ongoing support. He/she will meet up with you about regularly (about once per month) to discuss the Unit you are working on and your progress. Some of the activities you undertake specifically ask you to discuss aspects of cases etc. with your tutor who will have the same access to the study materials as yourself. Please ask us if you or your tutor would like some initial information about the work of the tutor. When you complete each Unit, please ask your tutor to sign the appraisal form and return it us at the BPNA secretariat.

RESOURCES

For each Unit there is a Resource Listing, which often includes one or more reference books that you will need as you work through the Unit. The book(s) may be available in your hospital library or you may find that a colleague has a copy which you can borrow. If you do not have the exact book your tutor will probably be able to suggest an alternative that is available locally. If you do need to purchase the book, look on the Amazon website as there are often copies at reduced prices, particularly if you are willing to have a used copy. If you have any difficulties in finding a particular book, please contact us and we will try to help.

Please do not hesitate to contact us if we can help in any way.

BPNA Distance Learning
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