**CDS Customs Clearance Agent Training (Import and Export)**

This 4-day course is designed for customs agents aiming to master the preparation and submission of import and export declarations using the Customs Declaration Service (CDS).

**What is the Customs Declaration Service?**

The CDS is the UK’s modern digital platform for handling customs declarations, replacing the outdated CHIEF system. It represents a shift from paper-based processes to an entirely digital framework.

Our expert instructors have been involved in CDS testing and implementation from the outset, collaborating closely with HMRC, software developers, and CSPs. Recognised as pioneers in the field, we were among the first in the UK to submit live declarations via CDS.

**Who Should Attend?**

This course is ideal for professionals responsible for preparing import and export declarations for trade with the EU and other countries.

The course is divided into two modules—**Import** and **Export**—and delivered interactively. It includes:

* A full breakdown of CDS Data Elements
* Workshops and demos for import and export declarations
* Practical application of customs scenarios with instructor support

For those specialising in **export declarations only**, the **Export-Only Module** is available as a stand-alone 2-day course. This provides a focused approach for individuals who do not require training on import declarations.

**By the end of the course, participants will:**

* Understand customs declaration processes and stakeholders
* File compliant customs declarations
* Apply correct customs procedures to different scenarios
* Use the tariff to determine commodity codes and measures
* Resolve post-clearance issues, such as amendments to declarations

**Accreditation Opportunity**

Attendees of **both** the Import and Export modules have the option to sit the **Customs Clearance Agent Accreditation Exam.** This formal qualification, certified by APMG (a UKAS-recognised international accreditation body), is the first of its kind in the UK.

Additional self-learning may be required to prepare for the exam.

**Delivery**

Online and instructor-led, with hands-on workshops and Q&A sessions.

**Post-Training Support Packages**

To ensure continued success, we offer optional support packages tailored to your needs:

Exam Preparation and Go Live Support Package

* 8 hours of ticketed support (drawn down in 30-minute blocks) over 12 weeks.
* Pre-exam support and live declaration assistance, including topics such as:
  + Resolving declaration rejections
  + Incoterms and tariff guidance
  + Understanding customs procedures and HMRC requirements
* Access to post-training materials and our customs software for practising in a test environment.
* Sample test exam, syllabus and rationale
* 1-2-1 session to discuss sample exam
* Exam

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| **Training and Support Options** | **Chamber Member** | **Non-Member** |
| 4-Day CDS Customs Clearance (Import and Export) | £3,250 + VAT | £4,000 + VAT |
| 2-Day CDS Customs Clearance (Export) | £1,625 + VAT | £2,000 + VAT |
| Exam (purchased alongside training course) | £300 + VAT | £300 + VAT |
| Exam only | £395 + VAT | £395 + VAT |
| Support Package | £800 + VAT | £1,100 + VAT |
| Exam and Support Package | £1,000 + VAT | £1,195 + VAT |