

(Please tick appropriate)

 January     May/June     October/November

This form is to be completed by a private candidate taking Edexcel examinations.

 This application needs to be completed and returned to the British Council Office by the **Key Dates** as outlined on the **Subject Selection** form. Please note that late submissions (including entry for new subjects or change of specification) will incur a penalty fee, charged per candidate per specification.

**Personal Details** All fields are compulsory

 Candidate Name  UCI No If applicable 

Address

 Passport No 

 Gender 

 Date of birth (DD MM YY)      

Telephone No

 Mobile No 

E-Mail

 Are you sitting  GCSE                       A/AS Level  
 International GCSE                       International A/AS Level

**Exam Details**

 Please refer to the **Subject Selection form** for the choice of subjects available. You must enter all specification codes and options codes you wish to register for this examination session in order to prevent any delays in the processing. It is the candidate's responsibility to write the correct specification title, specification and option code. The British Council will not be responsible if the candidate registers for an incorrect subject or option. Any amendments will incur a financial penalty as per the Edexcel fee schedule. Please note: The British Council is unable to accept candidates for examinations which involve any controlled assessments, orals or coursework.

S	Subject title	Cash-in Code	Subject Code	Paper Number	First time or retake	If retake, please list your UCI number and attach your last statement of entry
eg	Accounting	6001	WAC01	1	Retake	1234567891234
1						
2						
3						
4						
5						

\* If applicable. To claim a full qualification grade for a modular subject (eg International A Level), you'll need to enter the specification cash-in code as well as the unit codes.

**Child protection policy/obligations for parents or legal guardian**

British Council recognises that we have a fundamental duty of care towards all of the children we engage with, including a duty to protect them from abuse. We achieve this through compliance with UK child protection laws and relevant laws in each of the countries we operate, as well as by adherence to the United Nations Convention on the Rights of the Child (UNCRC) 1989. If your child is aged between 11 and 17 and you permit them to travel to and from the premises unaccompanied, please sign below:

Signature of parent/guardian

Name of parent/guardian

Emergency contact number

 To view the British Council's full child protection policy please visit, [www.britishcouncil.org/organisation/how-we-work/policies/child-protection](http://www.britishcouncil.org/organisation/how-we-work/policies/child-protection)

**Declaration by candidate**

I certify that the information on this form is complete and accurate to the best of my knowledge. I recognise that I am liable to pay fees for any entry amendment made after the British Council deadline. I understand that I shall be allowed to sit only for those subjects and papers for which I have entered on this form. I have not submitted an Edexcel examination entry at any other centre/school except for the above examination entry through the British Council. I understand that it is my responsibility not to register for two (2) examinations from different International GCSE/ A Levels examining boards on the same day at the same time, and that I must tell my centre/school if I am taking any other examinations beyond those for which I have entered by the centre/school. I have notified the British Council of any special arrangements that will need to be made to allow me to complete this exam.

I also understand that the British Council is not responsible for resolving any clash papers between/of two different boards. I agree to comply with the Edexcel examination regulations for the above examination(s) and with the arrangements made by the British Council being the Overseas Authority on behalf of the examining board, Pearson Education Ltd

**Disclaimer**

The British Council and the examining boards take all responsible steps to provide continuity of service. We feel sure you will understand, however, that we cannot be held responsible for any interruptions caused by circumstances beyond our control. If examinations or their results are disrupted, cancelled or delayed, every effort will be made to resume normal service as soon as possible. The British Council's liability will be limited to the refund of the registration fee or re-testing at a later date.

Candidate name

Signature of candidate

Permanent address  
(not a PO Box)Date **Notes for candidates**

The British Council prides itself on providing a quality service and will take all reasonable steps to make sure that all your examinations will take place on time and are properly conducted. To help us do this, please ensure that you are familiar with the arrangements and any relevant regulations concerning your examination. The British Council, however, cannot be held responsible for event or circumstances which are outside its control or for any error, fault or omission by an examining board or any other third party.

It is the responsibility of the candidate to fill in the form accurately. The British Council will in no way be held responsible for any omission or incorrect entries. It is stressed that candidates refer to the specification to ensure that they are registering for the correct subject(s). Please ensure that your permanent address is properly documented on this form as this will be used for all mail correspondence. Please notify the British Council office in Australia immediately if any details submitted on this form change.

**SEND FORM NOW****PRINT FORM**

NB: Upon submission of this form, you will be contacted by the British Council with a quote that is reflective of the examinations that you have nominated to sit. Please print or save a copy of this form for your own records.

Contact Information:

Examinations Team  
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