

Private candidates

**Candidate's
Photograph**

**Attach 2 Passport
Photo**

PLEASE READ BOTH SIDES OF THIS FORM CAREFULLY BEFORE YOU SIGN
NOTE:

1. The British Council only registers candidates for Cambridge International Exams.
2. You must **not** register for any subject with oral exam, course work or contains a practical component. These subjects include
 - a. All A & AS Level Sciences subjects;
 - b. IGCSE Options with practical component in Chemistry, Biology & Physics
 - c. ICT
3. You **MUST** ensure that the entry details are accurate. Any changes made after the registration documents have been submitted to Cambridge may be charged a penalty.
4. Please ensure that you collect your Statement of Entries before the start of your exams. Kindly note that we will **not** be held responsible should you miss an exam as a result of not collecting your Statement of Entry.

Entry deadlines for the June 2019 examination series

Series	Final entry deadline	Late entry period	Very late entry period
November Cambridge IGCSE Cambridge O level Cambridge International A level Cambridge International AS level or A2	21 February 2019	22 February - 17 April 2019	18 April 2019 onwards

Please note: you may be able to register for exams after the registration deadline, but there are additional fees for late registration.

Note: Payment can only be received in CPO (Cash Payment Order). Please order the CPO from any Commercial Bank of Ethiopia branch and make sure to mark the correct spelling for 'British Council'.

NO Refunds once registration has been submitted by the candidate and the first entry deadline has passed

Syllabus name	Syllabus code <i>Ensure that this code is accurate using the syllabus code book.</i>	Level (A, O Level, IGCSE, AS) <i>Indicate the correct level for each entry</i>	Option code <i>(No exams with practical components will be offered)</i>	Component (papers)	Amount
				TOTAL	

Candidate's Particulars:

1. Family Name (Surname) _____
2. Other name(s) _____
3. P O Box _____ Code _____ Town _____
4. Mobile Tel. Number _____ (We may use this number to contact you in case of last minute changes.) ***** Please ensure it is accurate******
5. Current School or Centre of Study _____
6. Date of Birth _____ / _____ / _____ (day/month/year) **Gender:** Female / Male
7. Nationality: _____
8. E-mail address (if any). Please print clearly _____
9. ID/Passport Number _____ **(All non-Ethiopian MUST attach a copy of their passport)**
10. How did you find out about British Council Cambridge School exam services?

11. Do you have any special needs due to health/medical conditions? _____

If yes, please specify your requirements below. Please note that **you must supply a full medical report supporting this request.** You must **also** see a member of the **Exams Team** for **submission of the special request.** Kindly do this before you leave. It is your responsibility to receive confirmation from the Exams Team of any special arrangements that you may require

For Office use only

**** Viewed by Exams Team** – Name _____ Signature _____

FEE PAYMENT

<p>CIE fee for O Level, IGCSE, AS Level and A Level (Please see the <u>CIE Fee Price List for Private Candidates</u>)</p> <p>Amount _____</p> <p>Late entry fee if applicable _____</p> <p>TOTAL TO BE PAID: _____</p>	<p>Date fee was banked ____/____/____</p> <p>Total amount (attach bank CPO) _____</p> <p>The exam fee is correct YES/NO (tick one)</p> <p>There is overpayment (candidate must be given the refund form)</p> <p>There is underpayment (registration will be pended until full fee is received)</p> <p>Is there a special needs request? Has CST personally notified Exams Team?</p> <p>British Council Customer Service staffer who handled the registration + confirmed as accurate and complete</p> <p>Name: _____</p> <p>Signature: _____</p>
---	---

**** For Refund, please ask to see our Refunds Policy****

Disclaimer

The British Council and the Examining Boards take all reasonable 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. Please note that your data will be passed to Cambridge and other 3rd Parties.

Kindly note that electronic items are not allowed into the British Council premises or in the Exam Room

Please note that all certificates not collected within 2 years from the date of issue will be returned to Cambridge

******* Please note that drinking of alcohol and under - age smoking is not permitted on the premises*******

Candidate's Signature _____ **Date** _____