



Application form for conducting exams on school premises.

School/Centre name
School/Centre number
Name of the Principal / Headmaster
Name of GCE contact staff
Address

Phone number
Fax number
Email address
Website address

Please tick as appropriate

Type of exams conducted in your school

Pearson Edexcel

Cambridge

Number of candidates intend to register for May/June exam series against each qualification

International GCSE/IGCSE and OL

GCE AL

Which of the following facilities do you have in your school?

Computer laboratory
Science Laboratories
Number of computers:

Do you have a way of storing examination materials securely?

(Please refer to Section 2 of the 'Policy on conducting exams on schools' for more details)

Yes

No

Details:

Do you have a suitable examination venue where students can take examinations?

(Please refer to Section 3 of the 'Policy on conducting exams on schools' for more details)

Yes

No

Details:

Declaration

* I want to make a formal application to be a recognised as a venue to conduct examinations.

* I will make no assumptions about the approval unless and until the registration process is complete. I understand that if I were to do this application would be prejudiced.

* Should the application be successful I understand that this application will form part of a formal contract between my centre and the distributor and in that regard I undertake to:

Comply with any inspection arrangements which the British Council may make with/without notice

Comply with any condition imposed by the British Council.

Title (Mr, Mrs, etc) and Name in BLOCK CAPITALS

Position or Job Title

Signature

Date / /