



**Privacy Notice**

British Council will use the information that you are providing in connection with processing your application. The legal basis for processing your information is agreement with our terms and conditions of application.

We may need to pass this information on to the relevant examining body.

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<b>Candidate Signature</b>		<b>Date</b>	
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**Office Use Only****Document Check List**

Document Type (√)	IELTS (more than 5 weeks)	IELTS (within 5 weeks)	CAE - Stage 1	CAE - Stage 2	Schools - Stage 1	Schools - Stage 2	Prof/ Uni
BC Local Refund Form							
Exam Board Refund Form							
Copy of Payment Receipt					<i>pvt only</i>	<i>pvt only</i>	
Medical Report							
Copy of Statement of Entry							<i>if any</i>
Consent Letter from the School (EDX & CAIE - School Candidates only)					<i>schools only</i>	<i>schools only</i>	<i>letter from uni or candidate</i>
Copy of bank passbook/ statement details page							
Other							<i>specify document</i>

<b>CSO Signature</b>		<b>Date</b>	
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