BRITISH COUNCIL

Pearson | Qualifications

Information and Key Dates – Oct/Nov 2023 (Pearson Edexcel)
For all Private and School Candidates

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1. Registration Deadlines

Qualification – Type of Entry	Start	End
IAL Normal Registration Period	4 August 2023	21 August 2023
IAL Stage 1 Late Penalty Registration Period	22 August 2023	15 September 2023
IAL Stage 2 Late Penalty Registration Period	16 September 2023	02 October 2023
IGCSE Normal Registration Period	18 August 2023	08 September 2023
IGCSE Stage 1 Late Penalty Registration Period	09 September 2023	06 October 2023

Note: GCSE subjects will be provided upon request, and requests can be submitted through info.lk@britishcouncil.org . To access the list of available GCSE subjects, please refer to the exam fees document.

2. Registration Links

- Registration Link for Private Candidates: **https://schoolexams.britishcouncil.org.**

  Important – If you have taken Edexcel exams through school previously and registering as a private candidate for Oct/Nov 2023, please use a new email address for the exam registration.

- School Candidates – Obtain the Registration Link from your school.

Note:

Entries accepted after the normal registration period will be subjected to a late payment.

Late applications will not be accepted for subjects that include coursework, practical or speaking test components.

3. Identification Documents

- Valid Passport
  (Check "Alterations & Observations Page" for any entries making the passport invalid.)

- Valid National Identity Card
  (If you have received the government-issued ID confirmation in place of your plastic NIC, you may use it to register.)

- Valid Postal ID (Age below 16)

Note:
- Candidates will be permitted to take an exam only if they have a valid identification document.
- Only the above ID documentations will be accepted for registrations.

4. Registration Eligibility

All candidates under **18 years** will be subjected to the Child Safe Collection Policy (a child is defined as any person who has not reached their 18th birthday).

- If a candidate is born on or before the **01 October 2005**, they can register on their own.
- If a candidate is a born after **01 October 2005 (Minor)**, parents/guardian should do the registration on behalf of the candidate.

Before you proceed, we would advise you to familiarize yourself with the "**Easy Step Guide**" (https://www.britishcouncil.lk/sites/default/files/easy_step_guide_edexcel-above_18_on_2023.pdf) (https://www.britishcouncil.lk/sites/default/files/easy_step_guide_edexcel-below_18_on_2023.pdf) , "**Syllabus/Option Code**", "**Exam Fees for Oct/Nov 2023**" and other resources available at **https://www.britishcouncil.lk/exam/school-exams/register/private-edexcel**

Please make sure to select the correct subject or unit code. **British Council will not be responsible for any errors made in your application.**

5. Payment Methods

All fees are payable in **Sri Lankan Rupees (LKR).**

- **Private Candidates**: Payments need to be made **online** by **Visa / Master Card (Credit/Debit)** during your online registration process.

We recommend checking with your bank if the transaction amount can be authorised before attempting the payment. In the event your online payment fails, please follow the "Offline Payment Method" given at **https://forms.office.com/e/30BiEC7hRN**

- **School Candidates: Check with the respective school / institute.**

If you fail to submit your application before the above deadlines set by the British Council, you will be subjected to a **Late Entry Fee.**

The fees for the **Oct/Nov 2023** examination session can be accessed through the following web link: **https://www.britishcouncil.lk/exam/school-exams/register/private-edexcel**

6. Access Arrangements

Access Arrangements are pre-examination adjustments which allow candidates with special educational needs, disabilities, or temporary injuries to access the assessment without changing the demands of the assessment.

E.g., Readers, Scribes and Modified Question Papers.

Submission Deadline – 08 September 2023

How to apply – By following the steps given at **https://forms.office.com/e/t6QhQneKuP**

7. Cash-in and Late Cash-in fees for IAL

Cash-in

- Candidates, who are completing all the relevant units in **Oct/Nov 2023** under a specific subject/award, may apply for Cash-in during Normal Registration Period.
- You are requested to ensure "Correct Cash-in Codes & relevant unit codes" are selected.
- If you have done IAL before, please use the same UCI (Unique Candidate Identifier) Number.
- No additional fee charged for Cash-ins during Normal Registration Period.
- If you fail to add relevant Cash-In codes at the time of initial registration, you may do so during normal registration period by adding them separately on the registration portal and filling the online form via **https://forms.office.com/e/dT3mn9jKbt**
  - *Note: Failure to follow above steps would result in subsequently added cash-in codes not getting captured*
- British Council will process all added Cash-in requests by 21 August (Last date for the Normal reg). However, non-eligible cash-in requests will not be accepted by the Exam Board.
- More information about Cash-in - **https://qualifications.pearson.com/en/qualifications/edexcel-international-advanced-levels/about.html**

Late Cash-in

- Candidates, who are completing all the relevant units in **Oct/Nov 2023** under a specific subject/award but fail to add relevant cash-in codes during Normal Registration Period, will be subjected to an admin fee of **Rs. 5,800 per cash-in**.
- Late Cash-in fee is non-refundable.

7.1 Cash-in Ineligibility - Candidates will be ineligible for cash-ins based on the below reasons.

- Using several different UCI Numbers – We advise candidates to use the same UCI number throughout their entire IAL exam series.
- Discrepancies of the names across the exam series including the order of the names (even if it is the same UCI, unless the names are aligned, candidates will not receive overall grades)
- Using the wrong cash-in codes.
- Not taking the required number of units.

Please go through the subject availability list for IAL at **https://www.britishcouncil.lk/exam/school-exams/register/private-edexcel** to check on the cash-in codes you need to choose.

8. Adding UCI numbers

Log in to the online registration portal using your previous credentials if you would want to use the same UCI (Unique Candidate Identifier) number from a previous series for the Oct/Nov 2023 registration.

If you use a different login, an error message stating that you are already registered will appear and prevent you from entering the previous UCI number.

In such cases, please register without the UCI number and complete the UCI Merge form by visiting **https://forms.office.com/e/LqF9NSeJxm** on or before the respective registration deadlines.

Note: Failing to send the details on time could result in receiving a new UCI number.

9. Personal Data Amendment

Submit data changes (Name, Date of Birth or contact details) as per the following methods.

- **Private Candidates** – Submit via **https://forms.office.com/e/tVUC0WCkAd**
- **School Candidates** – Through your school.

Submission Date for IAL   - **21 August 2023**
Submission Date for IGCSE   - **08 September 2023**

10. Refund Timelines

	Stage 1 Deadline	Stage 2 Deadline (Medical Refunds)
Pearson Edexcel IAL	**22 August 2023**	**Submission period: 9 October to 01 November 2023**
IGCSE	**09 September 2023**	**Submission period: 30 October to 29 November 2023**

How to apply – Please follow the steps found on our School Exams Refund Policy available at **https://bit.ly/schoolexamrefundpolicy**

11. Statement of Entry & Venue Information

Statement of Entry (SOE) and Venue Information will reach you as follow.

IAL   - **25 September 2023**

IGCSE   - **20 October 2023**

If you do not receive them by the given date, please contact British Council.

12. Coursework Submission

Submission date to be confirmed on or before 30th August 2023.

13. Results

Official results will be released to candidates on the following days.
IAL   - 18 January 2024.
IGCSE – The official result release date is not yet confirmed.

Candidates can view their results using **ResultsPlus Direct** online service.
- **New users –** You will receive an email along with the login details to your registered email address 24 hours before the results release date/time.
- **Existing users -** If your email address is already registered with **ResultsPlus Direct**, you may use the previous credentials (Username & Password). You may opt for "Forget Password" and reset the account should there be any issue accessing it.

14. Contact Information

Address	British Council, 49, Alfred House Gardens, Colombo 03
Opening Hours	https://www.britishcouncil.lk/about/contact
Email	info.lk@britishcouncil.org
Contact	**+94 (0)11 7 521 521**
Website	www.britishcouncil.lk