

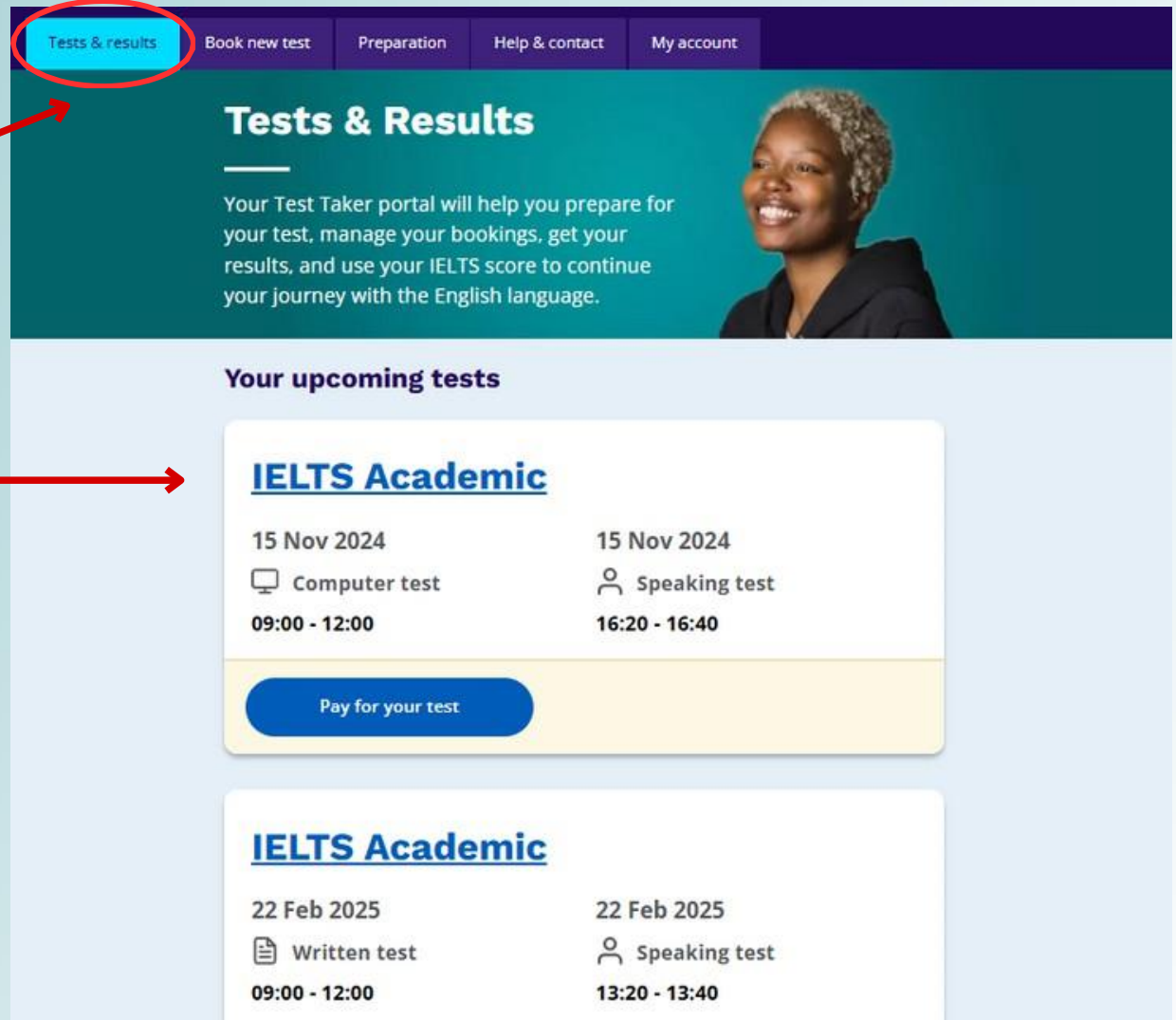
Easy Step Guide (ESG) for Additional TRFs (Regular/UKVI IELTS on Paper & Computer)

Follow below steps to send your IELTS Scores to relevant Universities / Institutions / Etc.

1 Login to your Test Taker Portal

2 Click 'Tests & Results'

3 Choose your Test



The screenshot shows the IELTS Test Taker Portal interface. The top navigation bar includes links for 'Tests & results', 'Book new test', 'Preparation', 'Help & contact', and 'My account'. The 'Tests & results' link is highlighted with a red circle and an arrow pointing to step 2. Below the navigation bar, the 'Tests & Results' section features a welcome message and a profile picture of a smiling woman. Underneath, the 'Your upcoming tests' section displays two test cards for 'IELTS Academic'. The first card shows a computer test on 15 Nov 2024 from 09:00 to 12:00, with a 'Pay for your test' button. The second card shows a speaking test on 15 Nov 2024 from 16:20 to 16:40. A third card below shows a written test on 22 Feb 2025 from 09:00 to 12:00 and another speaking test on 22 Feb 2025 from 13:20 to 13:40. An arrow from step 3 points to the first test card.

Your upcoming tests	
IELTS Academic	
15 Nov 2024 Computer test 09:00 - 12:00	15 Nov 2024 Speaking test 16:20 - 16:40
Pay for your test	
IELTS Academic	
22 Feb 2025 Written test 09:00 - 12:00	22 Feb 2025 Speaking test 13:20 - 13:40

4

Click 'Recognising Organisations'

Tests & results Book new test Preparation Help & contact My account

IELTS Academic: 15 November 2024

Reference: A3-EG001-S-12296036
TRF number: —

Date & location Test Taker Results **Recognising Organisations** Payments

Sharing your results with organisations

5

Click 'Choose Organisation'
At the bottom of the page

How to choose your organisations

You can choose from two types of organisations

No organisations have been chosen.

Choose organisations

6 Add the Organisation details here

You may add them before and after the test (No later than 2 years from the Listeninoft/Readinoft/Writinoft Test)

eTRF - Universities / Institutions subscribed to the electronic download of scores (STEDRO) - Results will be sent electronically.

(Timeline - 5 Days)

7 Finally click 'Add Organisation'

Add an organisation

[Cancel](#)

Choose a country / territory: (optional)

Q / Select

Q Search by organisation name

Organisation 1

eTRF

Organisation 2

TRF

Organisation 3

TRF

Organisation 4

TRF

Organisation 5

eTRF

Name of Person / Department: (optional)

File / case number: (optional)

Would you like to choose conditional scores for this organisation?

We would only send your results to them if you get the score(s) you want.

☒ No

☐ Yes

Add organisation

After we process your request, relevant university / institute will be able to view your results by logging into the **IELTS Test Report Form (TRF) Verification Service**.