BRITISH COUNCIL

Pearson | Qualifications

Information and Key Dates
Pearson Edexcel - May/Jun 2023
For all Private and School Candidates

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1. 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 **08 May 2005**, they can register on their own.

• If a candidate is a born after **08 May 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", "Exam Fees for May/June 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.

E.g.
- Subject Code – 4AC1 (IGCSE Accounting)
- Unit Code – WBI11 (IAL Biology Unit 1)

2. Registration Deadlines, Links and Fees

Qualification – Type of Entry	Start	End
Normal Registration Period	30 January 2023	14 March 2023
Late Penalty Registration Period	15 March 2023	30 March 2023

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

o **Important –** If you have taken Edexcel exams through school previously and registering as a private candidate for May/June 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. Payment Methods

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

- **Private Candidates**: Payments needs 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.**

4. 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 – 15 February 2023

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

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

Cash-in

- Candidates, who are completing all the relevant units in May/Jun 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 14 March. 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 May/Jun 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. 5,700 per cash-in**.
- Late Cash-in fee is non-refundable.

5.1 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.

6. Adding UCI numbers

Please note that you need to login with the same login details if you have a previous registration. If you use a different login, you will not be able to enter the previous UCI number as there will be an error message saying you are already registered. 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. Please note that failing to send the details on time could result in receiving a new UCI number.

7. Subject Entry Amendment

Candidate would have to register for the correct subject/unit and refund the erroneous one(s) in line with the "School Exam Refund Policy" available at Section 9.

8. Personal Data Amendment

Changes to your name(s), date of birth and contact details to be notified to British Council Customer Services on or before **14 March 2023** by following the below steps.

Private Candidates – Submit via **https://forms.office.com/e/vz346N9Bnp**
School Candidates – Through your school.

9. Refund Timelines

Stage 1	Stage 2
15 March 2023	Submission Period: 08 May to 27 June 2023

How to apply – **https://www.britishcouncil.lk/sites/default/files/school_exams_-_refund_policy_-_final_.pdf**

10. Statement of Entry

Your SOE (except for Late Registrations), Venue Details and Timetable will be sent via email by **28 April 2023**. Contact us if you fail to receive it by then.

11. Coursework Submission

Submit to British Council Office between **25 and 26 April 2023 (9.00 am to 4.00 pm)** along with the required documents (CAS/Mark sheets).

12. Results

Official results will be released to candidates on following dates.

GCE A Level and IAL – 17 August 2023

GCSE and International GCSE – 24 August 2023

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.

13. 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