

Step 1: Candidate Details

Please ensure that your contact details and information provided are accurate and all necessary documents are attached to this form in order to prevent any delay in processing your application

Please attach **two** recent coloured passports –sized photos

Candidate Name:																				

(Please write your full name in capital letters as per passport. The same will appear on the Oxford certificate. Any inaccuracies on the Exam documents must be reported in writing to the British Council immediately)

Centre & Candidate Number:				(For Official Use only)
Exam Location	<input type="radio"/> Riyadh	<input type="radio"/> Jeddah	<input type="radio"/> Khobar	<i>[Please tick appropriate]</i>
Previous Centre & Candidate Number:		Unique candidate identifier (UCI) Number:		

Date of Birth:				Gender	Male <input type="radio"/> Female <input type="radio"/>	ID Type	Passport <input type="radio"/> Saudi ID <input type="radio"/>
	<i>Day</i>	<i>Month</i>	<i>Year</i>		<i>Please tick appropriate</i>		<i>Please tick appropriate</i>

Saudi ID / Passport No																				
	<i>This ID document must have your photograph</i>																			

All candidates are required to attach a copy of their valid Passport or the copy of Saudi ID / Iqama.

Home Telephone																				
Fax no.																				
Candidate's email																				
Parent's email																				
Address																				

Special Arrangements and Special Needs

Do you have any special needs due to ill health/medical conditions? Yes No

If yes, please specify your requirements below. You must attach latest Medical Report supporting evidence with the form.

Step 2: GCSE - Subjects Entry Fee Calculation

Enter all subject codes and option codes registering for the exam session. The entry details will guide you regarding available subject/options codes.

S. No	Qualification Level	Subject Title	Subject Code	Option Code	Fee in SAR
E.g.	Int. GCSE	English	9201	1	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

OFFICE USE					
Levels	No. of subjects		Fees		Totals
Int GCSE		x		=	
Int GCSE		x		=	
Int GCSE		x		=	
Int GCSE		x		=	
Int GCSE		x		=	
Int GCSE		x		=	
Int GCSE		x		=	
Int GCSE		x		=	
Int GCSE		x		=	
Int GCSE		x		=	
Grand Total				=	

WBS Element :M/135/010/01 _____

CSA Initial _____

Cash Journal No. _____

Step 3: Declaration

Please **tick** the boxes

Declaration by candidates:

- I certify that the information on this form is complete and accurate to the best of my knowledge and that I have referred to the syllabus specifications to ensure that I am registering for the correct subject.
- I recognize that I am liable to pay fees for any entry/amendment fee **after** the deadline for registration.
- I have not made and will not make an entry for any subject at any other Centre/School for the same exam session.
- I understand that British Council is not responsible for any clash of timetable that may arise due to above.
- I agree to comply with the Oxford AQA regulations for the Oxford AQA examinations and with the arrangements made by the British Council.
- I understand that fees are neither refundable nor carried forward to next examination session after deadline.

Data Protection Fair Collection Notice:

Under the terms of the United Kingdom's Data Protection Act, 1988, the British Council is required by law to manage any personal information you give to us about yourself or your child securely and only for the purpose we have specified. For the information you provide, these are as follows:

- To maintain academic and educational records of our customers.
- To maintain accurate financial records.
- To register our customers.
- To be able to cater for any special needs our customer may have.
- To provide academic records for our candidate' sponsors where applicable.
- To distribute information to customers.
- We may want to use your information to send you details of Council activities, services and events (including social events) which you might find of interest.

If you want us to contact you in this way, please tick this box.

- I would like to receive details of Council activities, services and events.

You have the right to ask for a copy of the information we hold on you, for which we may charge a fee, and the right to ask us to correct any inaccuracies in that information.

If you do want to see a copy of your information, please contact the Data Protection Team by e-mail at dataprotection@britishcouncil.org, or send in your request to, the Data Protection Team, The British Council, 10 Spring Gardens, London SW1A 2BN or your local British Council office

By signing this, you agree to the British Council's collecting and processing this information for the purpose specified above, which may involve the transfer of your data to another British Council Office.

Signed.....

Date.....

Disclaimer:

The British Council and the examining boards take all reasonable steps to provide continuity of service. We feel sure you will understand, however, that we cannot be held responsible for any interruptions caused by circumstances beyond our control. If examinations or their results are disrupted, cancelled or delayed, every effort will be made to resume normal service as soon as possible. The British Council's liability will be limited to the refund of the registration fee or retesting at a later date.