

Date: _____

First Name		Gender	
Last Name		Date of Birth (dd/mm/yy)	/ /
Phone number		Email address	

Please specify your requirements below. You must obtain approval from your institution regarding all special arrangements.

Exam date (HK)	Exam Time (HK)	Registration deadline
07 December 2022	Paper 1 : 0930-1100 Paper 2 : 1130-1300	5 November 2022 – 12:00nn (HK) time

These fees cover the receipt and safe-keeping of the examination papers, provision of an examination room, invigilation and all necessary correspondence and administration.

	Invigilation Fee and paper return	Exam board fee	Total Fee
Distance DELTA candidates	HK\$612	HK\$0	HK\$612
Non-Distance DELTA candidates	HK\$2,000	HK\$1,347*	HK\$3,347

Exam board fee is charged if the exam is registered through British Council Hong Kong (centre number: HK001). If your exam is registered by other exam centre, please provide the following details:

Centre Name: _____ Centre Number: _____

Name of Contact person: _____ Email address: _____

We only accept payment by credit card. Registrations without credit card details will NOT be accepted or processed.

Total fee: HK\$ _____ ☐ VISA ☐ Master Card

Credit card number:

Expiry date:

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Card holder's name: _____ Card holder's signature: _____

By signing, I hereby authorise British Council to charge the specified credit card account for the indicated amount as calculated above. I promise to pay such total subject to and in accordance with the agreement governing the use of such card. I understand the exam fees are not refundable in any circumstances.

If you need any assistance in calculating the total fee, please contact us.

Refund Policy: Exam fees are not refundable in any circumstances.

- **By E-mail** – Completed form must be **SCANNED** and e-mailed to: examsrequest@britishcouncil.org.hk

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.

For office use only Charging Instruction: Professional: M/155/005/21 **Receipt Number / date:**