

**1) Personal Details – all fields are compulsory**

Date: \_\_\_\_\_

Candidate Name: <small>(same as HKID/ passport)</small>	Surname	First name	Date of birth:
Parents Telephone No.: <small>(please provide a Hong Kong contact number)</small>		<small>(first contact)</small>	<small>(second contact)</small>
Email Address:			

**2) Overseas Institution Details – all fields are compulsory**

Name of School:			
Person to Contact:		Department:	
Telephone No.:			
Email Address:			

**3) List of subject(s) for examination – All fields with an asterisk (\*) must be completed, any incomplete form will not be processed. Please note that we provide exam invigilation service from Monday to Friday with fixed exam start time, exams can either start at 10am or 2pm only.**

	Date*	Time	Duration*	Computer/ Paper-based	Subject(s)*
1					
2					
3					
4					
5					
6					

**4) Special Arrangement (if applicable) – Please specify your requirements below. You must obtain approval from your chosen school regarding all special arrangements.****Contact information:**

**British Council Examination Services**  
**Address: British Council, 3 Supreme Court Road, Admiralty, Hong Kong**  
**Tel: +852 29135100**  
**Email: [examsrequest@britishcouncil.org.hk](mailto:examsrequest@britishcouncil.org.hk)**

\*\*\*\*\*

**For office use only**

No. of session(s)		Charging Instruction	Receipt No.	Date
Total exam fee		School – M/155/010/01		

