●● BRITISH
●● COUNCIL   YOUNG LEARNERS (YLE) PROCESS

ENQUIRIES
- By phone: +852 2913 5100
- By e-mail: examinations@britishcouncil.org.hk
- Walk-in: British Council Exams Customer Service Centre (3/F), 3 Supreme Court Road, Admiralty

PREPARATION
- Enquiry: +852 2913 5122 (British Council Book Shop)
- Courses and resources (include sample papers and word lists): http://www.britishcouncil.hk/en/exam/cambridge/courses-resources
- Relevant websites: http://www.cambridgeenglish.org/exams-and-qualifications/young-learners/

REGISTRATION
- Online registration on British Council website: http://www.britishcouncil.hk/en/exam/cambridge/register
- Exam fees: http://www.britishcouncil.hk/en/exam/cambridge/dates-costs-locations

Cambridge English: Young Learners (YLE) is suitable for children aged 4* to 12. (*For exam sessions from 1 July 2015 onwards)

No refund will be made for cancellation of exam under any circumstances.

Change of exam session is not permitted unless on medical grounds and it can be changed once only. Candidates have to complete the Change of Exam Session form and submit a medical certificate within three working days after the exam. An administration fee will be charged for this service.

CONFIRMATION
- A confirmation e-mail will be sent to candidates approximately 1 week before the exam date

EXAMINATION DAY
- Candidates are required to arrive at the exam venue 15 minutes before the start of the exam
- Latecomers will not be admitted into the exam room
- Candidates need to bring printed confirmation e-mail, identity document (with photo, name in English, date of birth), such as student handbook, pencils, rubbers and coloured pencils comprising black , blue, brown, green, grey, orange, pink, purple, red and yellow
- Candidates are allowed to bring transparent bottled water into the exam room.

RESULTS
- Certificates will be sent to the address on the registration form by local courier registered mail about 6 to 8 weeks after the exam
- We are not permitted to give results out over the phone, by fax or by e-mail