

## ESOL Examinations Application Form

*PLEASE COMPLETE THIS FORM DIGITALLY  
Any form manually written will NOT be accepted  
\* COMPULSORY QUESTION*

### Exam details

**\*Which exam do you want to take?**

Paper-based CAE, C1

Paper-based FCE, B2

**\* Which date do you want to take the exam?**

### Your details

*Please complete the fields below with your name(s) and family name(s) as shown on the document you will use the day of the exam*

**\*First Name(s):**

**\*Family name(s):**

**\*Date of birth:**

**Gender:** Male  Female

**ID/Passport Number:**

**\*Email address:**

**\*Phone number:**

**\*Mobile/cell phone number:**

**\*Address:**

**\*City/town:**   
**\*Country:**   
**\*Post/zip code:**

### \*Where would you like your certificate to be sent to?

I would like to collect it from LILA\* (free of charge)

My home address (Provided above)

Different address:

Address:

City/Country:

Post/Zip Code:


Please note that if you would like your certificate to be sent to your address you would need to pay one of the below additional fees:

- United Kingdom (Recorded postal charge) £10.00
- Europe (Tracked Postal charge) £15.00
- Rest of the world (Please ask for a quotation)
- 

**Disclaimer:** Please note that while we take every precaution to ensure that all certificates are shipped securely and with tracking, we cannot be held responsible for any lost certificates after they have been posted. Even with tracking, there are circumstances beyond our control that may result in a lost certificate. If your certificate has been lost, please contact us to request a replacement for a fee of £50.00.

Name of institution where you are doing a  
CAE/FCE preparation course

*(Leave blank if you are not doing a course)*

\*Why are you taking the  
test?

If this is for UK visa purposes, please clarify what application it is for:

### Special Circumstances

\*Please describe any special circumstances (e.g. a medical condition) that could affect your ability to do the exam. For medical conditions, you will be required to provide a medical certificate.  
*(Please write 'None' if you have no special circumstances)*

### Exam Conditions



- If any of your contact details change, you must contact **LILA\*** immediately.
- Once the exam fee has been paid, no refunds can be considered **under any circumstances unless** a medical certificate is provided.
- If there are any special circumstances, such as a medical condition, that could affect your ability to do the exam, you should inform us immediately in the Special Circumstances section on this form.
- Please make sure that you are available for the whole of each exam day between 08.00 and 17.00. **You may have to wait for a few hours on the day of the speaking exam.**
- Confirmation of your registration and details of the timetable for the examination days will be sent to you at least two weeks before the examination date. The speaking exam will take place on a separate date.

### Candidate Declaration

- I will bring the ID that I used to register for the exam with me on both test days, and I consent to having my **photo taken** by the centre on the day of the speaking test and/or the written papers. I agree for this photo to be held on the secure Cambridge ESOL Results Verification site, and the photo shall only be available to organisations/individuals that I give my details to or that I authorise to view my result via download. I consent that these organizations/individuals can use these details to verify my examination result.
- I consent to having my **voice recorded** by the centre on the day of the speaking test and/or for the written papers. I agree for this photo to be held on the secure Cambridge ESOL Results Verification site, and the photo shall only be available to organisations/individuals that I give my details to or that I authorise to view my result via download. I consent that these organizations/individuals can use these details to verify my examination result.
- By signing this form I declare that I am aware of and agree to comply with the Terms and Conditions for this examination. I am also aware that if I do not bring the correct identification I will not be able to sit the exam.
- I agree to follow the rules and regulations of this examination and I have read and agree to the exam conditions above.
- I understand that LILA\* do not process the application until they receive the full payment of the exam.
- Attending a Trinity exam preparation workshop or a Cambridge FCE / CAE preparation course does not guarantee a pass in the exam.
- Candidates must ensure that the address and all contact details are written clearly and in **BLOCK CAPITAL LETTERS** so that certificates arrive quickly and safely to the correct address. Replacement of certificates takes time to issue and carries an additional cost for Cambridge exams. Trinity do not issue replacement exams so it is very important that your details are written carefully and clearly.
- Once you have shown your identification at reception you should wait in the student common room until the Exam Coordinator takes you to the exam waiting room.
- Your mobile phone and all other electronic items must be switched off from this point until you have completed your exam.



- Staff at LILA\* are not trained to answer any questions regarding your Citizenship application or any other matter relating to applications to the Home Office. You should get in touch with officials at the Home Office or UK Border Agency to receive advice.
- Staff at LILA\* cannot issue any letter / email or any other document confirming attendance of an examination.
- I agree for payment to be made within 48 hours of booking the exam.
- Any cancellations received less than 48 hours prior to the Cambridge Exam Booking deadline will be non-refundable

Candidate's Signature: \_\_\_\_\_

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