

Personal Details

(Complete in Block Capitals)

TITLE:	<input type="text"/>		
First Name:	<input type="text"/>		
Family Name:	<input type="text"/>		
Address:	<input type="text"/>		
Date of Birth:	<input type="text"/>	Mobile No.:	<input type="text"/>
Email Address:	<input type="text"/>		
Examination Board:	<input type="text"/>		

List of Subject(s) for examination

	PAPER TITLE	DURATION	DATE	START TIME
1				
2				
3				
4				
5				
6				

PLEASE READ THIS NOTICE CAREFULLY

I understand that:

- Once registration is accepted there will be no refund of Examination fees.
- No refunds will be given for cancellation of examinations and there is no postponing of exams.
- The British Council cannot accept responsibility if an application for entry to an examination is not in accordance with the Board's regulations. Please read the regulations carefully before applying to the Council.
- LOCAL FEES should be paid at least two weeks in advance of the candidate's first paper. Once the entry accepted NO refunds can be made.

Please adhere to these times even if the Board's times differ and please arrive at the venue 30 minutes before the examination is due to start. It is full responsibility of the candidate to know the date and time of each of his/her examinations. The British Council can accept no responsibility if a candidate attends at the incorrect time.

- Please inform The British Council of any change of address or telephone number immediately.
- The Examining Board normally sends results directly to the candidate.

- 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, canceled 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 re-testing at a later date.

The British Council will use the information that you are providing in order to complete your examining duties and to maintain your examining records.

The British Council would like to use your information to send you details of our activities, services and events (including social events) which might be of interest to you.

Yes, I would like to be sent details of British Council activities, services and events, please contact me by:

EMAIL

TELEPHONE

SMS

I do not want to be sent details of Council activities, services and events.

Signed:

Date:

You have a right to ask for a copy of the information we hold about 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 Data Protection Team by e-mail at dataprotection@britishcouncil.org or send in your request to, Data Protection Officer, The British Council, 10 Spring Gardens, London SW1A 2BN or your local British Council office.

Examination Fee

No of papers	Examination Fee
1 Paper	SAR 588
2 Papers	SAR 1092
3 Papers	SAR 1596
4 Papers	SAR 2100
5 Papers	SAR 2604

University of London	
No of paper	Examination Fee
1 Paper	SAR420
2 Papers	SAR 819
3 Papers & above	SAR 294 each

For Office Use Only

No. of Papers

Fee

Receipt No.

Date

Officer Initials

Payment options

Option 1: Payment at one of the British Council Offices (*Riyadh & Al Khobar only*).

Option 1 is not available in Jeddah.

Option 2: Payment via SADAD

To pay your fee by SADAD, please click [here](#).

Once you have paid the fee, please email your SADAD number and this form duly filled out to examsregistration@sa.britishcouncil.org.

Disclaimer:

Missing or incorrect information provided at the time of payment may result in the British Council being unable to track your fee in which case your service will not be confirmed. The British Council will accept no responsibility for any delays or loss that occurs as a result.

For clarification or assistance, please contact our Call Centre:

Telephone	920003668
Email	KSAinfo@sa.britishcouncil.org