CAMBRIDGE
International Examinations

Verification of Results Application

This form is valid for applications made from October 2012 to the end of September 2013. It is for a candidate or institution that needs a set of results to be verified by Cambridge.

Completing the form
Fill out the form in block capital letters using black ink. Check you have completed the following steps:

☐ calculated the fee required
☐ submitted one of the following with the application:

☐ A photocopy of my birth certificate
☐ A photocopy of the appropriate pages of my passport
☐ A photocopy of my driving licence

☐ enclosed photocopies of the relevant certificates
☐ completed the relevant payment section at the end of the form
☐ enclosed payment for the correct amount using one of the payment methods detailed on the form.

Returning the form
The method you must use to return the form depends on the way you decide to pay the required fee.

Credit or debit card
- **If you pay by credit or debit card do not return this form by email, as we cannot guarantee the security of your card details.**
- You must return the form by post or fax.
  - By post: Cambridge International Examinations, 1 Hills Road, Cambridge, CB1 2EU, United Kingdom
  - By secure fax: +44 1223 558930

Cheque, postal order, international money order or invoice
- If you pay by cheque, postal order or international money order you must return the form by post.
- If they are still registered with us, the Centre where the candidate sat the exam(s) can submit the application on the candidate's behalf and we will invoice them for the payment.
- If paying on receipt of an invoice, Centres can return the form by post, fax or email.
  - By post and fax: use the details above.
  - By email: return to info@cie.org.uk. Add the words 'Verification of Results form' in the subject field.

Candidate name		**Date of birth** (DD/MM/YY)	

Current address

Postcode

Daytime telephone number

Email address

Name, email address and postal address to which outcome is to be sent

Name		**Email address**	

Address

Postcode

Secure fax number to which outcome is to be sent (if required)

Signed		**Date** (DD/MM/YY)	

Name in full

Payment

The fee is £15.00 per certificate verification. All credit card payments are subject to a 2 per cent handling fee which will be added when we process your payment. We do not accept electronic bank transfer or cash payments. Please complete the relevant payment section below.

Credit or debit card

We do not accept American Express™. Complete all the fields below. Enter the total fees, calculate and enter the 2 per cent handling fee if paying by credit card, and then enter the total amount payable.

Credit or debit card	
Cardholder name	
Cardholder address	
Fees payable	£
Handling fee (2 per cent for credit cards only)	£
Total amount payable	£
Credit or debit card number	
CVC number (last 3 digits on reverse of card near signature)	
Card expiry date	

Cheque, postal order, international money order

You can pay by cheque, postal order or international money order for the correct amount in pounds sterling drawn on a British bank. These must be crossed and made payable to 'University of Cambridge Local Examinations Syndicate'.

Total amount payable	£
Method of payment (e.g. cheque, postal order)	
Cheque/money order reference number	

Invoice (for Cambridge Centres only)

If they are still registered with us, the Centre where the candidate sat the exam(s) can submit the application on the candidate's behalf and we will invoice them for the payment.

Total amount payable	£
Centre number	
Contact name	

For internal use only

Reference number:
Country code

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CAMBRIDGE ASSESSMENT