

IELTS Process

ENQUIRIES

Technical Support: +852 8226 2609

General Enquiries: +852 2913 5100

- By e-mail: enquiries@britishcouncil.org.hk
- Walk-in at British Council
Customer Services Centre (Level 3)
3 Supreme Court Road, Admiralty, HK

PREPARATION

- Preparation Course: +852 2913 5100
- Self-study Books: +852 2913 5122
- Road to IELTS (free online preparation materials):
<http://ielts.britishcouncil.org.hk/html/road-to.jsp>
- Relevant websites:
<http://www.britishcouncil.org.hk>
<http://www.ielts.org>

APPLICATION

- Complete the application form on the IELTS website: <http://ielts.britishcouncil.org.hk/html/registration.jsp>.
- Upload a passport sized photo taken within six months (the photograph will appear on your final test report).
- Upload a copy of your HKID card or passport that shows your ID/passport number and picture.
- Test Fee: HK\$1,500.
- You can also enrol in person at our Customer Services Centre.
- Payment method:
Online – credit card.
In person – you can pay by cheque (made payable to 'British Council'), credit card or EPS.

IELTS is not recommended for candidates under the age of 16.

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

CONFIRMATION

- Upon registration, your IELTS Registration Confirmation with online system user account details will be sent to you by e-mail.
- A payment confirmation e-mail will be sent to you once you have settled the payment.
- An e-mail with test details will be sent to you a week before the test day. You can also view and print the information by going to the 'My Test' section after logging on to our online registration system.

DAY OF THE TEST

- Candidates must have the same identity card/passport as the number entered on the application form.
- Latecomers will **not** be admitted.
- You may **only** bring your identity card/passport into the examination room. All other personal belongings (including confirmation letter, mobile phones, pencil cases and personal valuables) must be placed in the designated area outside the examination room.
- Candidates are not allowed to leave the test room during any module.

RESULTS

- No certificate is issued. Results are given on a Test Report Form (TRF). The Test Report Form will be mailed to you 13 calendar days after the test. Please note that candidates will be sent only one copy of the Test Report Form.
- You can also view your results online after noon on the 13th day after the test date.
- We are not permitted to give results out over the phone, by fax or by e-mail.
- Within one month of the test report issue date, you may request up to five additional copies to be sent to academic institutions/government agencies/professional bodies/employers. An administrative fee will be charged for any copies beyond these five.