



- **If you are 17 years of age or under, your parent/legal guardian must fill in this section**

I am the parent/legal guardian of the candidate named on this form and I give consent to this person to take the Cambridge English exam indicated on the accompanying exam registration form.

By signing this form I declare that I am aware of and agree to comply with the rules and conditions of entry for the Cambridge English exams at the Linköping centre.

Signature of parent/guardian _____

Date _____

Name of candidate (print) _____

Exam application and conditions of entry

How to apply

If you are unsure about taking the exam do not send the application form.

1. Please send or email your signed application to:
Folkuniversitetet
Teresa Horgan (Centre Exams Manager)
Skolgatan 25
553 16 Jönköping teresa.horgan@folkuniversitetet.se

2. How to pay the exam fee

The full fee of SEK 2000 should be paid to **Folkuniversitetet's Bankgiro 446-6397** and must have reached us by the final date for enrolment. Please pay in good time as it takes 3 working days for the payment verification to reach us. Your payment must contain the following information: the name of the exam (e.g., CAE, FCE, BEC Vantage), the name and date of birth of the person taking the exam.

4. Look after your Confirmation of Entry – you need to bring it to the exams and it tells you how to get your exam results.

Conditions of entry

1. You must take both the written and speaking tests during the same exam session. You will only receive an exam result if you complete ALL parts of the exam. It is not possible to:
 - postpone one part of the exam to the next session
 - take part of the exam at another centre
 - transfer your entry to another centre
 - transfer your enrolment to another person

2. We reserve the right to cancel an exam if we do not have the minimum number of participants required by Cambridge. In this case you will be informed immediately after the closing date.

3. Cancellation. If you cancel your exam place after the application deadline you will incur fees (unless your absence is medically certified). If your cancellation is:

7 days or less before the exam date – you must pay the full fee of 1950kr

7 – 14 days before the exam date – you must pay 1000kr

After the application deadline but more than 14 days before the exam date – you must pay 600kr

4. You are responsible for informing us if you change your address. We do not accept responsibility for any exam information, results or diplomas which have been lost due to inaccurate addresses.

Special arrangements

Please inform us if you need us to make special arrangements for you during the exam. This could be due to disability (for example hearing, visual or physical disability) or learning difficulty (for example dyslexia). You must inform us **as soon as possible and before the entry deadline** – see the Cambridge website for more information:

<http://www.cambridgeenglish.org/exams-and-qualifications/special-circumstances/>

We will need your request to be supported by medical evidence.