



Cambridge CIE Examinations Registration Form June 2019 Series

Personal Details

Title (Mr. / Ms.): _____

First Name: _____ Family Name: _____

Date of Birth: _____ First Language: English Other

Permanent Address:

Telephone: _____ Email: _____

If you have a twelve number/character Unique Candidate Identifier (UCI) or have already been assigned a candidate number, please indicate these in the space below. If you have never written an IGCSE or GCE examination before, you will be assigned these numbers following registration.

UCI (For Previous UK Candidates only): _____

Previous Centre Number: _____

Previous Candidate Number: _____



Examination Details

We only offer the following examinations by the CIE examination board: AS/A Level Exams and IGCSE exams. Since we are located in CIE Administrative Zone 2, we cannot offer O-Level or Pre-U examinations. Please enter the examinations you wish to write during the examination series in the chart below. We currently **do not** accept private candidates for speaking examinations or IGCSE practical/lab examinations. We can accommodate practical exams at our discretion for the May series of examinations only.

Please note the following:

- It is the CANDIDATES' responsibility to ensure that they have read the syllabus and are aware of any additional materials needed for each exam.
- It is the CANDIDATES' responsibility to ensure they know when their exams are. We will send out a timetable outlining dates, start times, end times and key times. Students are expected to arrive 30 minutes before the examination starts. We reserve the right to reduce the time for the exam for late arrivals. Students who do not arrive by Key time **will not** be admitted in the examination room and will forfeit their results for that paper.
- We will NOT be providing a set of texts for International Languages exams. Students MUST bring their own set of texts to the papers that require them. The texts that are brought into the exam room must comply with the rules outlined in the syllabus.
- Please check with your local Canadian Embassy if you will be travelling to Canada to see Visa requirements **before** you register for your examination. Please also note that these are examinations only – not school registration, so you should not require a student visa.



Fee Schedule

The following fees will apply to external candidates:

Levied by Centre = \$ 140.00

CIE fee per Candidate = \$ 30.00

Examination fee per component = \$ 85.00

Invigilation Fee per hour = \$ 55.00

Science Practical Exam Fee (per exam) = \$ 60.00 (to cover cost of materials)

Late Registration Penalty Fee = \$ 110.00 (per syllabus)

- The late registration period for the **June 2019** Series of Examinations begins on Thursday, **February 14, 2019**. At this point a \$110 Late Registration Penalty will apply **per syllabus**. Please note that changing an entry at this point will also incur late fees.
- The Final Date we will accept entries will be: **Friday, March 29, 2019**.

Please use the chart below to determine your payment:

Levied by Centre		140.00
CIE fee per Candidate		30.00
Examination Fee per component	a 85.00	
Number of components taken	b Enter # here	Multiply a and b
Invigilation Fee per hour	c 55.00	
Total number of exam hours	d Enter total hours	Multiply c and d
Science Practical Exam Fee (\$60.00 per science practical.)	e Enter total # of practicals	Multiply e by \$50
Late registration fee (\$110 if applicable per syllabus)		
Total Fees Due:		Sum of right column



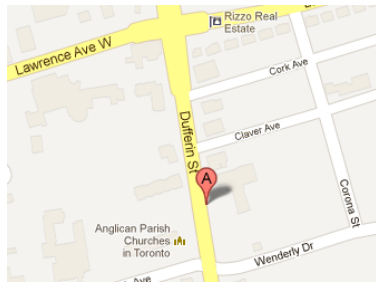
Examination Day Instructions

Please be sure to arrive at the exam centre at least 30 minutes before the start of your test. Tests will take place over two time blocks, as indicated on the CIE schedule:

	Whilst Observing Day light Savings Time	Whilst Not Observing Daylight Savings Time
Morning Key Time	09:00	08:00
Afternoon Key Time	13:00	12:00

The exact timing of your exam will be sent once registration has completed and our internal schedules have been set.

Important Note: You must present valid photo identification on the day of your examination. This ID is usually in the form of a driver's license or passport.



Our Location

Our address is 2999 Dufferin Street, Toronto, ON, M6B 3T4. We are located just south of Dufferin Street and Lawrence Avenue West. Please park your vehicle in the parking lot accessed via Wenderly Drive. Enter the school by pressing the doorbell on the Dufferin Street facing entrance and proceed to the main office.

Submitting Your Registration Form

Please complete this form and the *Using Your Personal Information* form. Submit your completed forms to Fieldstone by emailing to bmunshaw@fieldstonekcschool.org. Note that registration will not be completed until we receive:

- A completed registration form
- Using your Personal Information form
- Payment

If you have any questions or concerns, please contact Brian Munshaw, at 416-487-1989 ext. 412 or e-mail at bmunshaw@fieldstonekcschool.org. We would be happy to send you a quote if needed.



After the Exam Period

It takes quite a bit of time for CIE to mark, process and report examination marks. Students who are registered for the **June 2019** series of examinations will receive an online portal login once it is sent to us by Cambridge International. This login will allow students to see their unofficial results online on the dates outlined below. Official results certificates will be sent to the school by CIE. Once we receive them, we will notify you and you can either pick it up at the school or we can mail it to you.

Please note that if you need these results as soon as possible please use the Cambridge Priority Results Service. This service is directly through Cambridge International Examinations.

Online Results Release Dates:

- Online Results are generally available 2 months after the final exam date. We will announce the exact date on our website when CIE releases it.

Use of Personal Information:

In addition to this registration form, please submit the *Using Your Personal Information* form. This form is a requirement of CIE to process your registration and explains what CIE does with your personal information.

Fieldstone uses your personal information for registration purposes and for statistics of how the centre performs on tests.



Payment Method

Please note that once your registration with CIE has been submitted:

We will not issue any refunds.

Your payment can be made through one of the following four means:

1) Credit Card Payment (VISA/MasterCard)

Credit Card Type: VISA MasterCard

Cardholder Name (as it appears on the card): _____

Billing Address:

Credit Card Number: _____

Expiry Date: _____

- 2) **Cheque** - We accept certified and personal cheques payable to Fieldstone King's College School. If you pay with a personal cheque, you will not be registered until after the cheque clears.
- 3) **Online** - <https://fieldstonekcschool.org/private-cambridge-candidates-payment-form/>
- 4) **Money Transfer** – If you wish to transfer funds directly from your account, please use the following account information and e-mail us a copy of your receipt.

Fieldstone King's College School

Canadian Imperial Bank of Commerce
35 Lakeshore Road East
Port Credit, ON
Canada L5G 1C9

Transit # 00422010
Account # 1012509
ABA Code 0260090593
Swift Code CIBCCATT