

Registration Schedule – CAMBRIDGE INTERNATIONAL – May/June 2025	
Registration	Dates
Regular Registrations	09th December 2024 – 14th February 2025
Late Fees - Stage 1	15th February 2025 – 10th April 2025
Access arrangement applications for special needs candidates requiring Modified papers 15th January 2025	
Access arrangement applications for special needs candidates with Cambridge permissions 14th February 2025	
Centre Delegated Access arrangement applications for special needs 14th February 2025	

Registration Information		
ABU DHABI	DUBAI	SHARJAH
Mon – Thu 09:00 am - 07:00pm Fri and Sat 09:00 am - 05:00 pm (Prayer break on Friday from 13:00 to 13:30 (30 minutes)) Villa No. 16 Next to Bateen HealthCare Centre Al Qasbah Street Al Bateen Abu Dhabi	Mon – Thu 09:00 am - 07:00pm Fri and Sat 09:00 am - 05:00 pm (Prayer break on Friday from 13:00 to 13:30 (30 minutes)) Tariq Bin Ziyad Street, Near Rashid Hospital, Oud Metha	Mon – Thu 09:00 am - 07:00pm Fri and Sat 09:00 am - 05:00 pm (Prayer break on Friday from 13:00 to 13:30 (30 minutes)) 4th Floor, Omran Tower Mashreq Bank building, King Abdul Aziz Street <i>(Candidates registered in Sharjah office will have their examinations held in Dubai)</i>
Call centre 600529995		

Entry requirements and procedures

Online Registration:

1. Visit the British Council's official exam registration page: [British Council IGCSE Registration](#).
2. Complete your registration by providing the required details.

Documents for Registration:

After completing the online registration, please email the following documents to **sch.dxb@ae.britishcouncil.org**. If you're unable to email them, you may visit any British Council office to finalise your registration.

Ensure you email or bring the following:

- **Original passport or Emirates ID** (valid).
- **Copy** of your passport or Emirates ID.
- **Three recent passport-size photographs** (taken within the last 6 months).
- **Copy of your online registration summary.**
- **Signed copy of the candidate declaration form.**

For further information and downloadable forms, visit: [British Council Registration Forms](#), which includes the **Declaration by Candidate, Timetable (Zone 4)**, and **Child Protection form**. For syllabus details, visit [Cambridge International](#).

Payment and Registration Process:

- If you have chosen **offline payment**, you will need to pay the **registration fees** at the time of submission. Payments can be made in **cash** or by **credit card**.
- **Marks can only be carried forward within a 13-month period.** A retake entry is considered when a candidate is sitting for the same syllabus again, regardless of the entry option.

Centre and Exam Board Registration:

- **Candidates can only register with one exam centre or exam board** for any given exam session.
- **The British Council will not be responsible** for any timetable conflicts that may occur due to registration with multiple centres or exam boards.
- **If you have registered previously** with the British Council for the same session, you must show the receipt to the customer service staff and attach a copy to your amendment form.

Access Arrangements:

- Candidates applying for **access arrangement** must submit a detailed medical report, issued within the last 2 years, along with the **application form** by the specified deadline.
- **Reapplication is required** for each exam session.

Course Requirements:

- **IGCSE students** are typically expected to complete a **2-year course**, with examinations generally taken at the end of **Year 10** or later.
- **A Level students** should follow a **2-year course** of study, with **AS level examinations** taken at the end of **Year 11** or later, and **A2 examinations** taken at the end of **Year 12** or later.
- For IGCSE/A-Level registration, candidates must submit an **NOC letter** (No Objection Certificate) to the British Council.

Statement of Entry:

- The **Statement of Entry** will be issued by **Mid-April 2025**.

Examination Results and Certificates:

- **Statement of Results** will be available by **end of August 2024**.
- **Certificates** will be issued **2 months after the Statement of Results**.
- If you wish for your **parent/guardian** to collect your **Statement of Entry**, they must present an **authorisation letter** along with the original receipt.
- If your parent/guardian is collecting your **Results/Certificates**, they need to provide an **authorisation letter** and the **original Statement of Entry (SOE)**.

Important Notes:

- **Fees are non-refundable** and **non-transferable**.
- **Private candidates** should note that according to the local **Ministry of Education and Youth (MoEY)** regulations, certificates issued by the British Council **will not be endorsed by the MoEY**.
- If you need to apply for subjects that do not have coursework, practicals, or oral assessments listed online, please contact the British Council at **60052999**.

