 **Examinations Services** IELTS Service Request Application

***Additional TRF / Letter***

Dear Candidate,

In order to process your request without any delay, please complete all the required fields below. This request needs 2 working days to be processed. ***Make sure to attach a copy of your identification document with this request***

**Candidate Details:**

|  |
| --- |
| Candidate Name: *(PRINT your full name below in capital letters as shown in your ID)*  ……………………………………………………………………………………………...…….  Mobile Number: …………………………….  Email address: ……………………………. |

**Test Details:**

|  |
| --- |
| **Test:** *Please tick one of the options below*  Standard IELTS Computer Delivered Paper Based  UKVI Computer Delivered Paper Based  Life Skills  **Test date: (DD/MM/YYYY)**  **Type of the request*:*** *Please tick one of the options below*  ***Non-collected TRF –*** *you didn’t collect your own copy of your Test Report Form*  ***Additional TRF –*** *you are requesting extra Test report Form because of Damage or Loss* ***(Circle one)****.*  ***Name Amendment –*** *in case of any misspelling of the name on your official ID.*  ***Letter –*** *addressed to whom it may concern confirming your sitting in specific test date and/or results release after 13 days.* |

Personal Address details, the below details are required to send you your Test report Form,

|  |  |
| --- | --- |
| Country |  |
| City |  |
| Area |  |
| Street |  |
| Building |  |
| Apartment |  |
| Receiver Name |  |
| Mobile Number |  |
| Zip Code |  |

Name: .................................................. Signature: ................................. Date: .................

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