



## Candidate identification form

This form must be used when a candidate is unable to produce satisfactory proof of identity at the point of registration.

### All Cambridge ESOL examinations (except YLE)

On completion, Part A must be retained by the candidate to be presented on the day of the exam. Parts B and C should be retained by the centre for at least six months after the exam and must be made available to Cambridge ESOL on request.

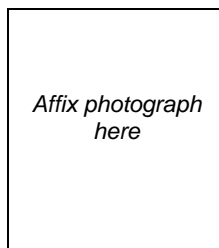
The following instructions should be given to the candidate completing the form:

- 1 Obtain two recent passport-type photographs of yourself and attach them in the spaces provided overleaf.
- 2 Complete the form in the presence of a person of authority and ask him or her to complete Part C. This should be your Tutor, your Doctor, a Police Officer, your employer or any responsible adult who is not a relative, but has known you for some time.
- 3 You may show the above person the complete document to reassure them of its purpose.
- 4 You should then present the completed document to the Centre where you are making your examination(s) entry. Part A will be returned to you and you must keep it safe, in order to present it when you arrive for the examination, and at the beginning of each paper. If you cannot produce it, you may not be allowed to take the examination.

**All sections must be completed and photographs attached before the document can be considered valid.**

**Parts A and B are to be completed by the candidate** (see instructions 1 and 2 above)

**Part A:** to be detached from the **completed** form by the Local Secretary and returned to the candidate



Name in Block Capitals .....

Examination Index Number .....

Present Address .....

..... Post code .....

Signature..... Date.....

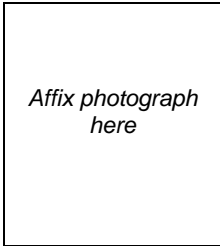
Copy below these words in the presence of the witness: 'This is a specimen of my normal handwriting'

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.....

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**Part B:** to remain attached to Part C and be retained by the Local Secretary



Name in Block Capitals .....

Examination Index Number .....

Present Address .....

..... Post code .....

Signature..... Date.....

*Copy below these words in the presence of the witness: 'This is a specimen of my normal handwriting'*

.....

.....

**Part C: to be completed by the person who has witnessed completion of the above**  
(see instruction 2 overleaf)

*The bearer of this document is a candidate for Cambridge ESOL examinations who is unable to produce formal means of identification in accordance with Cambridge ESOL regulations. The Examining Board and the centre of entry will accept this document as proof of candidate identity if fully completed in the presence of an independent witness. The independent witness is asked to complete this section and also to sign partially across both of the photographs affixed above in endorsement of the candidate's true identity.*

Signature ..... Date .....

Name in Block Capitals .....

Relationship to Candidate .....

Official (not private) Address .....

..... Post Code .....