

## Certifying Statement Application for Common European Framework of Reference (CEFR)

Complete the form in BLOCK CAPITALS. Return the form with payer information and two forms of the candidate's valid ID.

For information on all of our candidate services, visit the help page for parents and students on our website: [www.cambridgeinternational.org/help](http://www.cambridgeinternational.org/help)

You can also contact customer services by email at [info@cambridgeinternational.org](mailto:info@cambridgeinternational.org) or by phone on +44 (0)1223 553554. You can find more information about CEFR on page 4 of this form.

### Candidate information

Candidate's current name	<input type="text"/>
Candidate's name (as it appeared on the certificate)	<input type="text"/>
Candidate's email address	<input type="text"/>
Candidate's date of birth (DD/MM/YY)	<input type="text"/>

A certifying statement will show the candidate's details as printed on their final certificate, unless you have asked us to make changes below.

In some cases, we can produce a certifying statement if a candidate has changed their name after the exam. We will only consider changes if you show us a copy of the candidate's legal ID at the time of the exam and a valid reason for the change with the application. See page 3 for a list of acceptable ID.

Do you need us to make changes to the candidate's name or date of birth as shown on the final certificate?

Yes  No

If you have selected 'yes' please give us details of the change with a reason for the request in the 'Additional notes' box below.

### Additional notes

## Qualification details

Provide as much information about the qualification(s) as you can. If you do not know the centre or candidate number, leave the box blank.

Exam series (e.g. June 2021)	IGCSE/IGCSE 9-1 syllabus (e.g. 0500, 0510, 0511)	Centre number (5 characters e.g. CB001)	Candidate number (4 digits e.g. 0024)	Centre name and location/country (e.g. The Cambridge School, Cambridge, UK)	Total number of certifying statements required

List additional exam series on a separate sheet of paper and send it to us with your application.

## Delivery details

Provide a contact name, contact number, **full** delivery address and delivery method for each recipient below. If you do not give us all the information, we may take longer to process your certifying statement. We recommend selecting tracked delivery from the available options so that your certifying statement can be traced.

Additional fees apply for tracked delivery (see the table on the next page). **We cannot email copies of certifying statements.**

Recipient One	
Name and job title/ department	<input type="text"/>
Building number/ name and street	<input type="text"/>
Town/province	<input type="text"/> City <input type="text"/>
Postal code	<input type="text"/>
Country	<input type="text"/> Telephone number <input type="text"/>
Delivery method:	International courier <input type="checkbox"/> (tracked)                        International airmail <input type="checkbox"/> (not tracked)                        UK Special Delivery <input type="checkbox"/> (tracked, UK only)                        UK First Class <input type="checkbox"/> (not tracked, UK only)
If you need us to include a <b>reference number</b> or <b>Tax ID</b> on the address label, enter it here:	<input type="text"/>

Recipient Two	
Name and job title/ department	<input type="text"/>
Building number/ name and street	<input type="text"/>
Town/province	<input type="text"/> City <input type="text"/>
Postal code	<input type="text"/>
Country	<input type="text"/> Recipient telephone number <input type="text"/>
Delivery method:	International courier <input type="checkbox"/> (tracked)                        International airmail <input type="checkbox"/> (not tracked)                        UK Special Delivery <input type="checkbox"/> (tracked, UK only)                        UK First Class <input type="checkbox"/> (not tracked, UK only)
If you need us to include a <b>reference number</b> or <b>Tax ID</b> on the address label, enter it here:	<input type="text"/>

List any extra recipient details on a separate sheet of paper and submit this with your application.

## Fees

Complete the relevant payment section below and calculate the total fee payable for your request.

Fees	Price	Quantity	Subtotal
First certifying statement requested per series/qualification	£58.70		
Additional copies	£16.30		
Despatch by international courier (tracked) per address	£53.10		
Despatch by special delivery (UK only, tracked) per address	£13.05		
Despatch by international airmail or UK first class (not tracked) per address	Free		
<b>Grand total</b>			£ <input style="width: 100px; height: 20px;" type="text"/>

## Payment information

### Payment by credit or debit card

Please complete the following contact information. We will send a link to the email address you give us for card payment to be made securely online. We do not accept payment by bank transfer or cash.

Payer's email address	<input style="width: 80%; height: 25px;" type="text"/>
Payer's name	<input style="width: 80%; height: 25px;" type="text"/>
Total amount payable	<input style="width: 20%; height: 25px;" type="text"/>

### Payment by invoice (only to be filled in by registered Cambridge International centres and Cambridge Associates)

Centre number <small>(The centre to be invoiced)</small>	<input style="width: 90%; height: 25px;" type="text"/>	Centre contact email address	<input style="width: 90%; height: 25px;" type="text"/>
Authorised by <small>(Name, job title, centre)</small>	<input style="width: 95%; height: 25px;" type="text"/>		

## Returning the form

Return this form to us with photocopies of **two** different forms of the candidate's ID showing their name and date of birth in English. If you have requested any changes to the candidate's details on page one, you must give a full reason why the change is necessary, and at least one of the IDs you submit with this form must have been valid at the time of the exam.

**By email:** [info@cambridgeinternational.org](mailto:info@cambridgeinternational.org). Include 'Certifying statement application for CEFR' followed by your centre number in the subject line of the email.

**By post:** Certifying Statements, Results Services, Cambridge Assessment International Education, Cambridge Assessment DC10, Hill Farm Road, Whittlesford, Cambridge, CB22 4FZ, United Kingdom.

Before sending your application, use the checklist below to make sure you have submitted the information we need:

Candidate information <input type="checkbox"/>	Payment/invoice details <input type="checkbox"/>
Qualification information <input type="checkbox"/>	Declaration <input type="checkbox"/>
Delivery information <input type="checkbox"/>	Candidate ID <input type="checkbox"/>

### Valid ID documents

- ✓ The photo page of the candidate's passport
- ✓ A photo driving licence
- ✓ A photo national ID card
- ✓ Full birth certificate

## Declaration

Sign and date below to confirm you have read and understood our [terms and conditions](#).

Signed (Head of Centre)	<input type="text"/>	Date (DD/MM/YY)	<input type="text"/>
Name (Head of Centre)	<input type="text"/>		
If you submit this form electronically, tick the check box as an alternative to signing the form. <input type="checkbox"/>			

## Guidance for Common European Framework of Reference (CEFR)

This service is for candidates who have gained a result in a Cambridge English Language IGCSE or IGCSE (9-1) syllabus since 2011 and who need a student visa to study in the UK.

Candidates studying outside the UK can apply for a certifying statement for CEFR if their international centre needs a breakdown of the IGCSE English language results into CEFR levels.

We cannot provide a certifying statement for CEFR for English language syllabuses taken before 2011 or for other IGCSE language syllabuses. In addition we cannot provide certifying statements for CEFR for June 2020, November 2020 or March 2021 as no speaking and listening tests were carried out in those series. We also cannot provide a Certifying Statement for CEFR to candidates who received school assessed grades (SAGs) in the June 2021 series onwards, as the components grades were not assessed and cannot be reported.

For candidates applying to study in the UK, most UK higher education institutions need evidence of proficiency in all four English language skills (reading, writing, speaking and listening) before a student visa application can be submitted. Where a candidate has not achieved a passing grade for each of the four English language skills, the student visa application may not be accepted. Some institutions will also require the proof of proficiency to have been awarded within the past three years.

### **Make sure your candidates check all requirements from their higher education institution before submitting an application for a certifying statement for CEFR.**

If proof of the candidate's English language skills is required, the candidate must submit the following to the UK higher education institution acting as their student visa sponsor:

- the candidate's certifying statement for CEFR showing the proficiency levels gained for all four English language skills
- the candidate's final certificate that includes the overall English Language IGCSE/IGCSE (9-1) syllabus grade.

We issue final certificates to centres at specific times in the year for each exam series:

- March series – certificates are sent in June.
- June series – certificates are sent in October.
- November series – certificates are sent in March.

Candidates cannot apply for a certifying statement until we have issued certificates for the relevant exam series.

The certifying statement for CEFR will show:

- the candidate's overall grade achieved in the English language syllabus.
- the candidate's grade achieved for each component within the syllabus.
- the CEFR proficiency level achieved for each of the English language skills passed.
- a table (on the reverse) showing the equivalent proficiency level for each of the English language skills.

UNGRADED, NO RESULT, PENDING or TO BE ISSUED grades do not appear on certifying statements.

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