

## 考试报名流程

### 1. **创建 & 激活帐户：**请点击以下链接

<https://www.britishcouncilexams.cn/Candidate/Login.aspx#>，注册考生帐号

（如果您是代替考生进行注册，请确保使用的是考生本人的信息）。注册完成后，系统会给您的注册邮箱发送一封帐户激活邮件（请您同时查收收件箱以及垃圾邮件/广告邮件）。如果完成注册后您没有及时收到帐户激活邮件，请参考

链接中相应的指引：<https://www.britishcouncilexams.cn/help/Default.aspx> 请注意帐户激活后才可以进行考试报名。如您已有账号，请直接登陆即可。

### 2. **申请考试：**注册完成后，请点击“考试报名”并按照如下步骤填写报名信息：

01 选择考试中心及考试机构名称	02 填写及提交报考信息	03 报名审核通过	04 确认付费	05 报名成功	06 查看考试安排打印准考证
考试中心：	<input type="text" value="广州办公室"/>				请选择相应的办公室
考试类型：	<input type="text" value="中学证书类考试"/>				
考试产品：	<input type="text" value="OxfordAQA-International AS/A Level"/>				请根据需求，选择相应的考试产品
预约月份：	<input type="text" value="2020-01"/>				请根据报考的考季选择对应的月份，不需要选择具体日期
<input type="button" value="下一步"/>					

- 1) 考试中心请选择相应的办公室
- 2) 考试类型请选择“中学证书类考试”
- 3) 考试产品请选择对应的 OxfordAQA-International AS/A Level或 OxfordAQA-International GCSE Level
- 4) 预约月份请选择相应的考试月份
- 5) 下载并上传填写完整的报名表
- 6) 视考生的年龄而定，18岁以下考生需要选择离场方式并上传相应的文件，具体操作步骤请参考[《18岁以下考生离场方式说明》](#)
- 7) 请在需要签名的区域输入您（或考生）的姓名（请注意姓名的拼写和顺序必须与注册名完全一致），勾选“我已阅读注册协议”并选择提交。

### 3. **查看报名状态：**我们会在 3 个工作日内处理您的申请。您可以点击“历史报名记录”来查询您的报名状态。如果 3 个工作日后您的报名状态仍为“申请已提交”，请通过邮件与我们联系。

### 4. **支付考试费用：**当您收到通知提示您的报名状态更改为“申请等待支付”时，请点击“在线支付”查看考试安排明细，确认无误后您就可以进行线上支付考试费用了。您可选择使用借记卡或者信用卡进行支付。当您付款成功后，您的申请状态将变

更为“支付成功”。只有缴费成功才视为报名成功；如果您尚未缴费，则报名尚未完成。如果您在支付过程中遇到任何问题，请先参考帮助中心中的“网上付款”相关信息：<https://www.britishcouncilexams.cn/help/Default.aspx#>

- 5 **打印准考证：**我们会在确认收款后为您开放打印准考证功能。届时您将会收到系统邮件通知，请登录系统并点击“准考证打印”。在准考证上您将会看到详细的考试安排、考点以及注意事项等信息。请注意，准考证也有可能以邮件方式发送给您。
- 6 **发送牛津AQA考试局官方 Statement of Entry：**一旦您的报名被 OxfordAQA 确认后，我们会在报名最后截止日期后的 10 个工作日内通过电子邮件为您发送 Statement of Entry。

如果您在考试报名过程中遇到任何问题，请[联系我们](#)。

## Exam Registration Procedures

1. **Create & Activate your account:** Please click the link <https://www.britishcouncil exams.cn/Candidate/Login.aspx#> and register an account. (Please make sure you use the candidate's own personal information if you are registering the exam on his/her behalf). As soon as you have registered, an email will be automatically sent to your mailbox to activate your account. (Please check your junk and spam emails as well). If you haven't received the email promptly, please follow the instructions in the FAQ Section: <https://www.britishcouncil exams.cn/help/Default.aspx#> (**Note: you can only apply for an exam after the account has been activated.**) (If you already have an account, please log in directly.)
2. **Apply for OxfordAQA exams:** Login with your account details and click on tab **Registration**, and then follow the instructions below to register your exams:

01 Choose an exam center and product	02 Submit application information	03 Application verified	04 Payment confirmed	05 Application successful	06 Print confirmation letter
Test Center :	<input type="text" value="Guangzhou"/>				Please select the office accordingly.
Exam category :	<input type="text" value="School Exams"/>				Please select the exam product accordingly.
Exam product :	<input type="text" value="OxfordAQA-International AS/A Level"/>				Please select the year and month accordingly.
Exam Month :	<input type="text" value="2020-01"/>				
<input type="button" value="NextStep"/>					

- 1) Test Centre: please select the office accordingly
  - 2) Exam Category: Please select **School Exams**
  - 3) Exam Product: Please select **OxfordAQA-International AS/A Level or OxfordAQA-International GCSE Level**
  - 4) Exam month: Please select the exam month accordingly
  - 5) Download, complete, and upload the registration form
  - 6) Under 18 candidates only: Indicate how you will leave the test venue at the end of the tests and upload relative supporting documents as required; please refer to the "[Notes on Under 18 Candidates Safe Collection](#)" for more detailed information.
  - 7) Type your name in the signature section, tick "I have read the service agreement" and submit the application
3. **Check Registration Status:** The registration will be processed within 3 working days after the application has been successfully submitted. You may check details by clicking **Registration Record**. If your exam status remains unchanged as "Application submitted" after 3 working days, please contact us.

4. **Make Payment:** When you receive the system email notifying you that your registration status has been changed to **waiting for payment**, you can log in your account and check your exam arrangement details. Once you have confirmed the details, you can make online bank payment. You can pay by Domestic Debit Card or pay by Credit Card. Your registration status will then change to **payment successful**. **Please note that you will NOT be registered for the exams unless the payment has been successfully made.** If you encounter any problem during making the payment, please refer to the Online Payment section on our Help Centre first:  
<https://www.britishcouncilexams.cn/help/Default.aspx>.
5. **Print confirmation letter:** we will activate the function of printing confirmation letter after your payment is confirmed. You will receive a system email notifying you about this. Please log in your account, click on the tab **print confirmation letter** to print it out. You can find detailed exam arrangement and test venue information on the confirmation letter. Note: the confirmation letter may also be sent via email.
6. **Receive OxfordAQA Statement of Entry:** An official statement of entry will be sent to you via email within 10 working days once the registration has been confirmed by OxfordAQA after the last stage of entry.

[Contact us](#) if you encounter any problems while registering for exams.