


**Global Exams
Services**

Post-test Service Application Guidance

Applicable to:

- **Cambridge International**
 - **Pearson Edexcel**
 - **OxfordAQA**
- 

Post-test Service Application System (*applicable to Cambridge International, Pearson Edexcel and OxfordAQA*)

The British Council DOOR 2 system is a new online registration platform. This system is mainly for the **post-test service application** and **payment service**. There is no connection between DOOR 2 system and SRS exam registration system. You need to create a new account of this system. If you need to check for any exam registration history, you need to login back to the [SRS system](#).

Step 1: Log on

- Please access the DOOR 2 System through the Google Chrome:
<https://publicsession.britishcouncilexams.cn/>

Step 2: Log in or sign up

- **Existing Customer:** Log in with verification code or password
- **New Customer:** Click Sign Up to create your account

*Please Note:

- This website currently only accepts sign up with Chinese mobile phone numbers
- This website only allows adults over 18 years old to sign up for account and operation. If you are under 18 years old, please ask your parent / guardian to sign up and register for you.

- **First login after sign up:**

To ensure that you could receive our notifications in a timely manner, please add your email in “My Account” page and select both Mobile and Email as the preferred communication channel.

Exam Registration My Booking My Exam My Orders Shopping Cart My Candidates **My Account**

Mobile	135****0948	Change
Email		Add
Password	*****	Change

Communication Preference Mobile (current) Email

Message Language Setting English Chinese

Promotion In addition to the reminder emails (SMS, phone) sent by this registration website, I agree to receive email, SMS or phone notifications from the organizers of the registration and exams (including the third-party service platform they use) regarding exam-related activities.

For your information safety, this website is set up with Two-Factor Authentication for login. Please enter the verification code sent through SMS message.

Step 3: Select Category

Please select the Post exam services corresponding to the Exam Board you applied under the **Post Exam Services** category.

Post Exams Services [More information >>](#)

3 exams in total

Post exams services of Cambridge International exams	Select
Post exams services of OxfordAQA exams	Select
Post exams services of Pearson Edexcel exams	Select

Step 4: Read, accept and agree to comply with the application agreement

Step 5: Select a test centre

Please select the test centre and go to next step.

2. Submit Exam Booking

Exam Category: Post Exams Services Change

Exam: Post exams services of Cambridge International exams Change

Please select a test centre:

Test centre ▾

- Beijing
- Chongqing
- Guangzhou
- Shanghai

Submit Candidate Info

Step 6: Select/Add candidate

You can register for yourself or others (including candidates under the age of 18). If you register for others, please ensure that you have obtained the consent of the candidate or their guardian and should pass the information on this website and other relevant communication to the candidate or their guardian

Step 7: Complete the related forms

1) Please complete the below forms as per your needs

1. Cambridge International

a) **Enquiries about results:** [Cambridge International Exams_Enquires about Result Application Form](#)

2. Pearson Edexcel

a) **Enquiries about results:** [Pearson Edexcel Candidate Consent Form A](#)

b) **Access to scripts:** [Pearson Edexcel Candidate Consent Form B](#)

c) **Late Cash-in request:** [Pearson Edexcel Late Cash-in Application Form](#)

3. OxfordAQA

a) **Enquiries about results:** [OxfordAQA Candidate Consent Form A](#)

b) **Access to scripts:** [OxfordAQA Candidate Consent Form B](#)

c) **Late Cash-in request:** [OxfordAQA Late Cash-in Application Form](#)

2) Please submit the completed form on the below webpage **4. Exam**. Once we have received and validated the complete application information, we will update your application status.

4. Exam

Please read the "Post Test Service Application Guidance", complete and upload the corresponding application form:

*** Upload document**

Please complete your part of post test service application form and upload it here. Please name the file as "your name-file name", such as Zhang San-Consent form. (jpeg/pdf/word/excel files can be uploaded, file size does not exceed 5M)

Drop your files here or click to upload

Previous: fill in candidate information

Next: Confirm

Step 8: Confirm and submit the booking

Please check again and make sure the information is correct before submission.

6. Confirm

Please check again and make sure selected exam and candidate information are correct:

Session

Exam Category: Post Exams Services
Exam: Post exams services of Cambridge International exams
Test centre: 重庆
Test date: -

Change

Candidate

Candidate Name in Local Language: [REDACTED]
Date of Birth: [REDACTED]
ID Type: Second Generation Residents' ID of PRC
ID Number: [REDACTED]

Change

Exam

Document uploaded :
cambridge_international_exams_enquires_about_result_application_for
[REDACTED]

Change

* I confirm that the above information is correct.

Confirm and submit

Step 9: Complete the submission and wait to be processed

Your exam booking request has been submitted

Please ensure that you have applied to your university/school/institution for taking the exam at the British Council Centre and have obtained the consent. We will also contact the university/school/institution to confirm your test arrangement according to the contact information provided by you. Your test arrangement and payment information will be uploaded to the registration system once confirmed. Please wait patiently and pay attention to the system message, and please complete the exam fee payment 5 days before the exam. If your test arrangement has not been uploaded to the system one week before the first scheduled exam, please contact us.

If your university/school/institution needs our contact information, following contact information can be provided.

British Council Beijing Centre: ukexams.beijing@britishcouncil.org

British Council Shanghai Centre: ukexams.shanghai@britishcouncil.org.cn

British Council Guangzhou Centre: ukexams.guangzhou@britishcouncil.org.cn

British Council Chongqing Centre: ukexams.chongqing@britishcouncil.org.cn

Please note that the above emails are only for the communication with schools/institutions. If you have any enquiries about the exams, please contact British Council Exams Services Contact Centre:

Tel: 010-85103306

Mail: Globalexams.China@britishcouncil.org.cn

[Register another exam](#)

Step 10: Payment

Once you receive the SMS message or email from system about the update on your application. You may click “My Booking” or “My Order” to return to the unpaid order. Your service request will be submitted to exam board within 5 working days after the payment is completed, and we will email you about any update.

Payment Method

- Express payment
- Online banking
- QR Code Scan Payment
- UnionPay Express
- UnionPay payment



中信银行系统维护通知 2019-10-19

工商银行系统维护通知 2019-10-19

中国银行维护通知 2019-10-12

您正在使用 **即时到账交易**：付款后资金将直接进入 **BC教育咨询(北京)有限公司** 账户

订单金额: 3.09 人民币

笔数: 1笔

订单详情 ▼

请选择支付方式

快捷支付

个人网银

扫码支付

银联快捷

银联支付



QR Code Scan Payment: Wechat Pay, Ali Pay, UnionPay

提交

For any other enquiries, please contact:

National service hotline: +86 (0) 10-58103306

E-mail: Globalexams.China@britishcouncil.org.cn