

Easy Step Exam Registration Guide for Private Candidates

Introduction

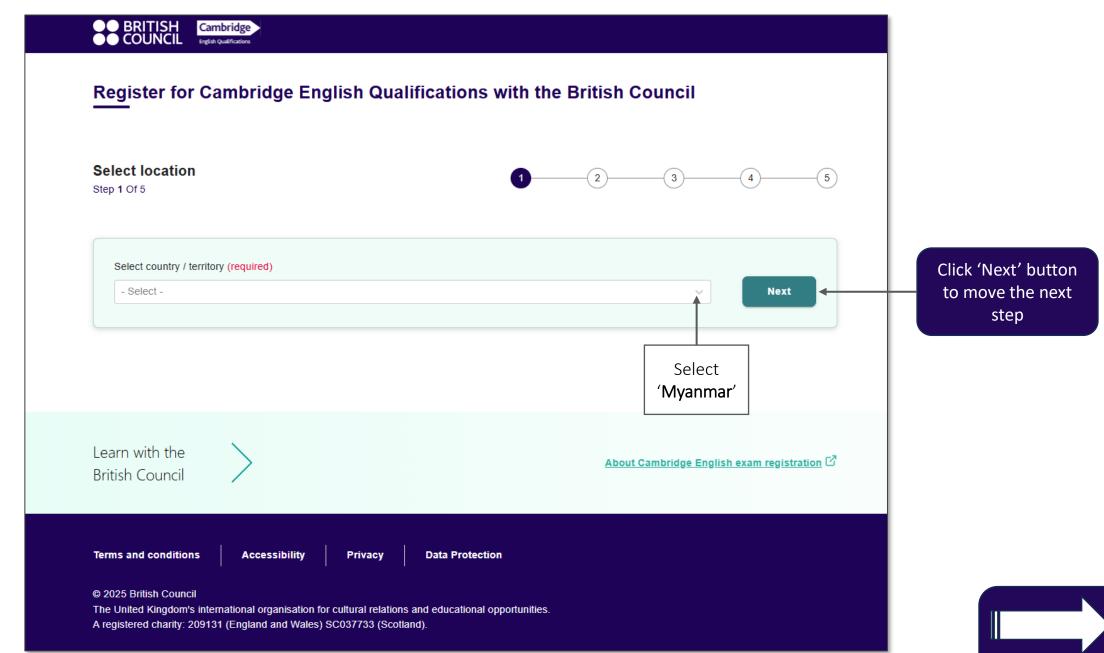
This guid is for private candidates who are registering CESOL either paper based or digital

This guide will help you how to:

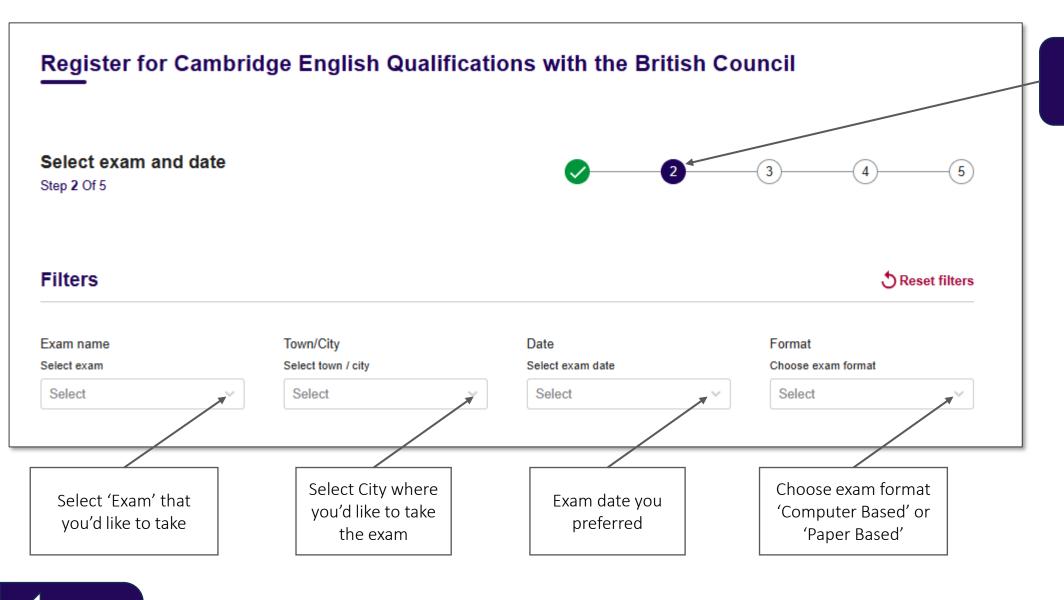
- 1. Navigate the registration portal (REX)
- 2. Select exam and date
- 3. About Terms and Conditions
- 4.Enter candidate details
- 5. Confirm registration and Complete payment



1. Navigate the registration portal (REX) - https://esolreg.britishcouncil.org/rex-cj



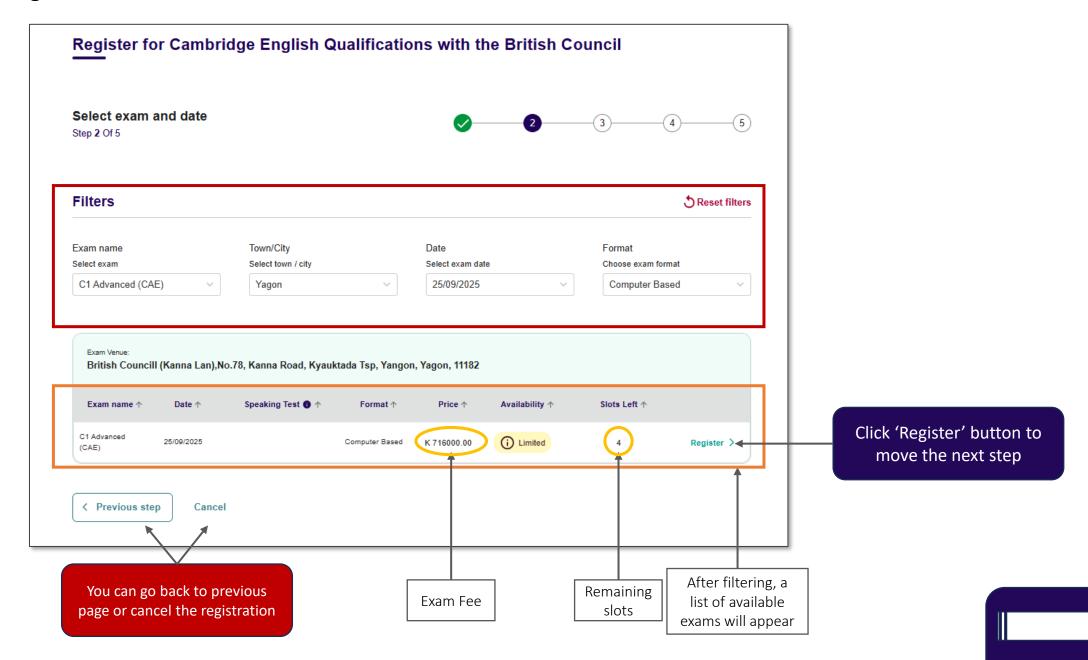
2.1 Select exam and date



There are 5 registration pages. The bule circle is showing where you are.

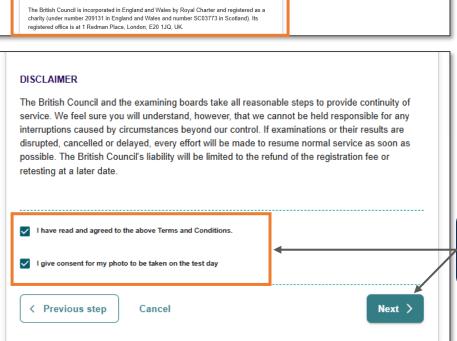


2.2 After filtering exam and date



3. About Terms and Conditions





This terms and Conditions (T&C) includes

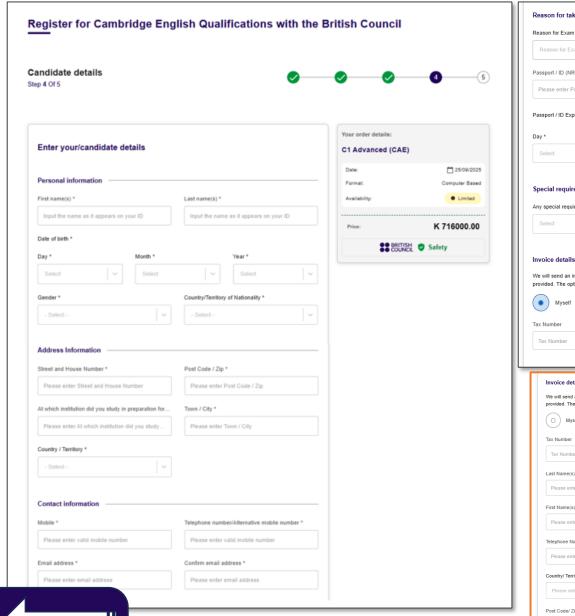
- 1. Registration period
- 2. Payment Information
- 3. Dates of Examinations
- 4. Examination Timetable
- 5. Refund Policy
- 6. Special Arrangements
- . Result Information
- 8. Organization of the Examination
- 9. Examination Materials
- 10. Test Day Photo
- 11. Remark
- 12. Child Protection
- 13. Disclaimer

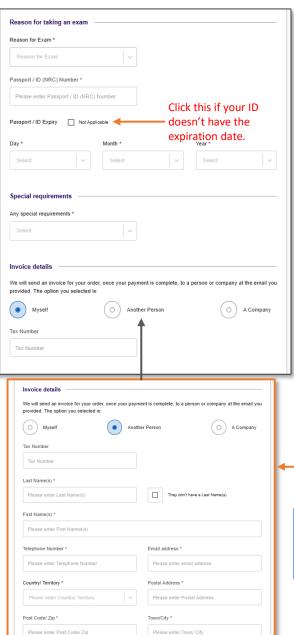
Accept terms and conditions and click 'Next' button to proceed the next step





4. Enter candidate details





Information notes Privacy Notice The British Council will use the information that you are providing in connection with processing your registration. The legal basis for processing your information is in agreement with our Terms and Conditions of registration (contract). We will share your registration details with Cambridge Assessments, for the purposes of administering your exam. For further details of the relationship between British Council and Cambridge Assessments, please see our Terms and Conditions. Data Protection The British Council complies with data protection law in the UK and laws in other countries that meet internationally accepted standards. You have the right to ask for a copy of the information we hold on you, and the right to ask us to correct any inaccuracies in that information. If you have concerns about how we have used your personal information, you also have the right to complain to a privacy regulator. For detailed information, please refer to the privacy section of our website, www.britishcouncil.org/privacy or contact your local British Council office. We will keep your information for a period of 2 years from the time of collection. Your marketing preferences: I am happy to recieve information about products, services and events organised by the British Council and by third parties selected by the British Council. I am happy to recieve information about products, services and events organised by the British Council. Please do not send me any marketing updates. You may unsubscribe at any time by contacting our customer service department. We will process your personal information based on your consent. < Previous step Cancel

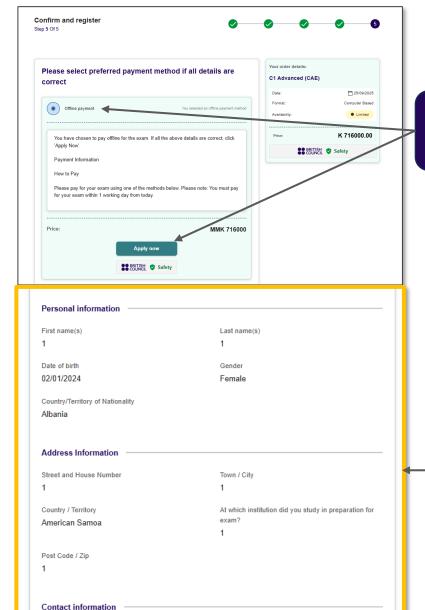
If you register for another person, you will have to fill the candidate information

Noted: When inputting ID number, as it is mandatory, It is better to add the word like" if you don't have ID or Passport number, please input your school ID number for candidates who are under 18.



5. Confirm registration and Complete payment

Mobile



Telephone number/Alternative mobile number

Click 'offline payment' and then apply now' button will appear to confirm the registration

Before your registration is confirmed, you are advised to check the registration details you filled in during the previous steps.

