

Authority Letter for Collection of IELTS TRF

British Council will use the information that you are providing in connection with processing your registration. The legal basis for processing your information is agreement with our terms and conditions of registration (contract).

Data Protection

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 7 years from the time of collection.

Candidate Name	
Test Date	
IELTS Candidate Number	
Identity Number as per IELTS registration	
Mobile Number	

Candidate Signature: _____ **Date:** _____

Details of person authorised for collection:

Name	
Relationship with the Candidate	
Identity Number (e.g. passport)	
Mobile Number	
Email	

Authorised Person Signature: _____ **Date:** _____

For British Council Use Only – Confirmation of Details recorded above

- Candidate signature verified against ID copy used for IELTS test Yes No
- Passport copy attached matches IELTS Candidate registration documents Yes No

British Council's staff name: _____ **Date:** _____

For British Council Use Only – Confirmation of Handover of TRF to authorised person

British Council's staff name: _____ **Date:** _____