

Test taker name:

Customer service Exams Staff: Date:

Dear IELTS for UKVI Test taker,

We would like to take this opportunity to thank you for registering for an IELTS for UKVI at British Council Thailand. We understand that you wish to cancel the IELTS examination that you have registered.

Please fill in the cancellation request as below and kindly noted that refund will be available 4-6 weeks after your request.

Yours sincerely,

Examinations Services, 02 657 5678 ext.2

Email: examinations@britishcouncil.or.th



IELTS FOR UKVI CANCELLATION REQUEST

I have registered for an IELTS for UKVI exam dated/...../.....with British Council Thailand at test

venue.....

Unfortunately, I cannot attend the examination on the stated date and would like to cancel it. I agree to receive the refund of examination as following.

<input type="radio"/> IELTS for UKVI on paper <input type="radio"/> IELTS for UKVI on computer <input type="radio"/> IELTS Life Skills (A1 and B1)	> 14 days: Receive 75% Refund (5,783 THB) > 14 days: Receive 75% Refund (5,783 THB) > 14 days: Receive 75% Refund (4,350 THB)
<input type="radio"/> IELTS for UKVI on paper <input type="radio"/> IELTS for UKVI on computer <input type="radio"/> IELTS Life Skills (A1 and B1)	Within 14 days but >2 days: Receive 50% Refund (3,855 THB) Within 14 days but >2 days: Receive 50% Refund (3,855 THB) Within 14 days but >2 days: Receive 50% Refund (2,900 THB)
<input type="radio"/> IELTS for UKVI on paper <input type="radio"/> IELTS for UKVI on computer <input type="radio"/> IELTS Life Skills (A1 and B1)	Within 2 days: Receive 25% Refund (1,928 THB) Within 2 days: Receive 25% Refund (1,928 THB) Within 2 days: Receive 25% Refund (1,450 THB)

Attached herewith is an original receipt no.dated/...../..... ofBaht

Refund Method

Credit Card
 (Kindly note that the refund will be credited to the same card you used for registration)

Tel. Email

Signature:

Name: Date:...../...../.....

For Internal use only

For CS staff name:..... **Date:**

For OP staff name:..... **Date of received:**.....

Date of process.....