

HOW TO GUIDE

Online EOR

1.Test Takers request an EOR from the Test Taker Portal

1. The Test Taker logs in to the Test Taker portal and clicks on completed exams tab and then on the date of the exam they want to request an EOR for.

	Upcoming Completed		
Saturday	<u>29 February 2020</u>		
Test taker	Mlaise Karna		
Test type	IELTS Academic		
Test format	Computer Delivered		

2. The Test Taker chooses the Results tab and test results will display.

Date & location		Test taker	Results	Payments	Help & Contact
	4 1	istening	6.0		
	F F	Reading	6]5		
	/ \	Writing	5.5		
	. .	Speaking	5.5		
	Over	all	6.0		

3. Scrolling all the way down, the Test Taker clicks on the hyperlink to request the test remarking.



4. The test taker will see a brief overview of the remarking and the EOR fee.



- 5. The Test Taker can select one or all modules they would like to get remarked and provide a justification for their request.
- 6. If the deadline for applying for an EOR has passed, the Test Taker should also contact the center directly. Next, the Test Taker can upload supporting documentation, if required by the TCA. They can upload up to two files.
- 7. At the bottom of the page, the Test Taker needs to agree to Terms and Conditions before going to Payment

I agree to the EOR	terms and conditions 💭
The British Council will use th processing your EOR. The le with our terms and conditions	ne information that you are providing in connection with gal basis for processing your information is agreement s of EOR
	Next step:
	Payment

8. The Test Taker can pay for their EOR in the same way they would pay for their test during the booking process.

