

IELTS Information Sheet 2013

Centre	Enrolment dates	Test dates
Porto & Lisbon	Until 21 December 2012	Saturday 12 January 2013
Faro	Until 18 January 2013	Saturday 02 February 2013
Porto	Until 01 February 2013	Saturday 16 February 2013***
Lisbon	Until 08 February 2013	Saturday 23 February 2013***
Porto & Lisbon & Madeira	Until 08 March 2013	Saturday 23 March 2013
Faro	Until 28 March 2013	Saturday 13 April 2013***
Lisbon	Until 01 April 2013	Thursday 18 April 2013***
Porto	Until 12 April 2013	Saturday 27 April 2013
Lisbon	Until 03 May 2013	Saturday 18 May 2013***
Porto & Madeira	Until 10 May 2013	Saturday 25 May 2013
Faro	Until 24 May 2013	Saturday 08 June 2013
Porto	Until 31 May 2013	Saturday 15 June 2013***
Lisbon	Until 07 June 2013	Saturday 22 June 2013
Lisbon	Until 28 June 2013	Saturday 13 July 2013***
Porto & Lisbon	Until 12 July 2013	Saturday 27 July 2013
Porto	Until 02 August 2013	Saturday 17 August 2013
Lisbon	Until 12 August 2013	Thursday 29 August 2013
Porto	Until 26 August 2013	Thursday 12 September 2013***
Lisbon	Until 06 September 2013	Saturday 21 September 2013
Porto	Until 27 September 2013	Saturday 12 October 2013
Madeira	Until 04 October 2013	Saturday 19 October 2013***
Lisbon	Until 11 October 2013	Saturday 26 October 2013
		*** Academic module only

Information about IELTS	http://takeielts.britishcouncil.org/ or email us at exams.portugal@pt.britishcouncil.org		
	Lisbon	Coimbra	Porto
	T213214553	T239853700	T222073164

Office hrs* Please see our website.

*Customer service hours are subject to change during non-teaching days so please see our website for updated times.

Other offices	Academia de Línguas da Madeira T291231069 alm@netmadeira.com	UALG - Universidade do Algarve T289800900 ielts@ualg.pt
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Test Fee	Study Materials
€ 195.00*	Official IELTS Practice Materials: € 27.00
*Cheques or postal orders payable to the British Council	Top Tips for IELTS: €17.00
	Road to IELTS – free log-in IELTS reference number on enrolment

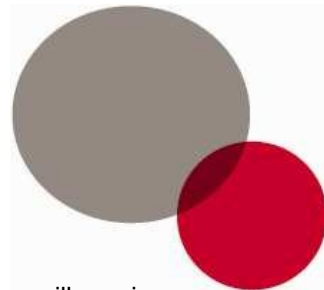
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Enrolment Policy and Procedure

- Enrolment must be completed online at <https://ielts.britishcouncil.org/portugal>. Candidates will receive confirmation email and payment must be processed in 5 consecutive days.
- A photocopy of the candidate's current Identity Card or passport together with two photographs must be attached to a hardcopy of the application confirmation email. However, please note that photos must adhere to the criteria stipulated by the IELTS boards. (see page iv http://www.ielts.org/PDF/IELTS_Application_Form_November2011.pdf).
- Candidates can make their payment at any of our centres in Lisbon, Coimbra or Porto. However, please note that places are limited and sessions may become full before the enrolment deadline.
- The test timetable will be sent out by e-mail five days before the test date.
- Test day – morning – Listening, Reading and Writing modules
- Test day – afternoon or another set date – Speaking module. Candidates may be required to take the Speaking module up to a week before or after the official test date.
- Results will be available online from 17.00 onward and sent through the post on the 13th day after the test date, unless re-mark is required.
- Results will also be sent to universities or other institutions on request.

Transfer/ Cancellation Policy

- Up to five weeks before the test date, there is a transfer/ cancellation fee of Euro 50.00.
- Within five weeks before the test date, applications for transfers or cancellations will ONLY be approved in case of serious illness or other serious cause – such applications must be submitted immediately after the test date at the latest.

Special Needs Requests

- Candidates with a disability or other condition which might require special arrangements, should submit a request at least six weeks before the desired test date. A medical certificate is essential for special arrangements to be put in place.
- Each case will be considered individually.

Enquiry on Results

- Any enquiries concerning results must be requested within five weeks of the test date.
- A request for a re-mark can be for one or more modules. The fee for this service – GBP 60.00 – is the same regardless of the number of modules to be re-marked.
- The result of a re-mark may take up to eight weeks from the date that scripts arrive at the head office in London.
- If the score on any module is raised following a re-mark, a full refund of the GBP 60.00 will be given.
- However, please note that refunds will ONLY be processed when the original receipt is returned.

British Council intensive IELTS preparation courses

The British Council runs intensive IELTS preparation courses for the Academic module. For further information, including enrolment dates, times and fees, please contact our Customer Services.

For more information:

<http://takeielts.britishcouncil.org/>

<http://www.britishcouncil.org/portugal-exames-ingles-ielts.htm>