

Policy about presenting identification documents of IELTS test takers

1. Test takers who register for the IELTS must provide and present full information regarding the type and number of their identity cards (ID) that they will bring to the test date. Acceptable identification documents for the IELTS include the following:

- paper ID card (old version but still valid)
- new type of ID card (new version with exact expiry date)
- passport (with expiry date).

Note: *Passport is the only identification document accepted for non-Vietnamese test takers. For test takers under 18 years old, please pay attention to avoid registering with the wrong personal information of Parents/Guardians.*

2. When taking the exam, test takers must bring their Identification documents which were registered on the IELTS application form/system. This identification document must be original, identical, and valid for use at the time of examination. If the test takers wish to change the type or the number of the Identification document on the registered IELTS applications, they must contact the British Council at least **two working days** before the test date. Any late notification shall not be reviewed or allowed.

3. Some cases include but are not limited to invalid and **unacceptable** identification documents on the test date:

- ID card or Passport has been expired (the expiry date of the paper ID cards is 15 years from the issuance date; that of new type of ID card or Passport: the expiry date has been indicated clearly on the cards)
- ID card or Passport has been torn and/or with unclear images or numbers or has any signs of erasure or repair; not intact (plasticized, angled, peeled, punched, or detached, reassembled in a broken state, split in half, bent, deformed, scratched to the point of altering information or images which affect the personal identification and/or legal identification such as stamp, seal, or national emblem)
- photo on ID card is loose, no sinking marks issued by the agency or replaced by another image without confirmation from the authority; photo is blurred, blurry or the passport holder's face is not recognisable
- holders of the ID card or Passport have changed the identification characteristics (those who have undergone orthopedic plastic surgery or for any other reasons that has resulted in the image or identity other than the image in ID card/Passport being different from the original photo). Test takers with such cases must renew your ID cards with new identification characteristics
- test takers who bring other identification documents other than which have been registered on the IELTS application/system.

Test takers shall not be allowed to the test room and/or refunded if their identification documents do not meet the requirements or if the test day supervisors foresee any signs of doubt about the authenticity of their identification documents.

Please contact British Council on **1800 1299** and email us at exams.hanoi@britishcouncil.org.vn or exams.hcmc@britishcouncil.org.vn if you have any questions or need any further support.

British Council IELTS Team