



Cork English College IELTS Test Centre Request form for Cancellation of IELTS test

Candidates must lodge an application for cancellation more than 5 weeks before their scheduled test date.

Please bring in or post your completed refund request form to: **IELTS ADMINISTRATOR, CORK ENGLISH COLLEGE, SAINT PATRICK'S BRIDGE, CORK, IRELAND**

If your application is approved, the centre will refund the test fee within two weeks. Please note that a €30 administrative fee will be deducted.

Personal Details

First Name: _____ Family Name: _____

Address: _____

Tel: _____ Email: _____

Test Date Registered for: _____

Please explain why you are applying for a transfer

Candidate Signature: _____ Date: _____

Test Centre Use Only

Received by: _____ Date: ____/____/____

Request approved/not approved (please circle) Authorised by: _____ Date: ____/____/____

Fee refunded to candidate Candidate deleted from IELTS database

Candidate's application removed from folder Candidate's letter moved to cancellation folder

Cork English College, Saint Patrick's Bridge, Cork, Ireland.

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Email : ielts@corkenglishcollege.ie Web : www.corkenglishcollege.ie