

Please see below for instructions in English and French on applying for an IELTS test.

ONLINE REGISTRATION (EN)

You must read this page before applying: <https://www.britishcouncil.fr/en/exam/ielts/registration>

Applications are not currently compatible with smartphones or tablets.

To register for the IELTS Test in France you should:

1. Enter your **personal data** into the candidates' on-line database in the registration system. Once your application has been submitted, you cannot go back to change your details.
2. **Upload a clear, colour copy** of your valid ID online in the registration system. The full page, verso page and/or signature page must be visible and your ID must be valid up to 3 days after the test date. The scanned document must be smaller than 1600 by 1600 pixels and the file size should be 1.5MB or less. Only JPEG, GIF or PNG files are supported at present. **If your passport is not signed, please also upload a signature on a blank page**

Only European ID cards or Passports are accepted

3. If you cannot upload your ID, you can **email it** to us at ielts@britishcouncil.fr no later than 5 days after your registration.
4. You can pay for the test **online, by credit card or bank transfer**. If you pay using a bank transfer please send the proof of payment **no later than 5 days after** your registration to ielts@britishcouncil.fr If you sign up within 10 days of the test date, please ensure your payment is made when you register. Unpaid registrations will be **cancelled**.
5. **Speaking tests** can take place **a week before** the writing test, and up to **3 days after**. Candidates cannot modify their speaking date and time. **Please note that all speaking test times and dates are subject to change.**
6. **Special Requirements:** if you need specific requirements for your test, please refer to our dedicated page here <https://www.britishcouncil.fr/en/exam/ielts/terms-conditions/special-arrangements> Please ensure you indicate 'yes' on your registration and send us a relevant medical certificate to ielts@britishcouncil.fr
7. If you are **under 18**, you will need parental consent to leave the venue. Please find the form here: https://www.britishcouncil.fr/sites/default/files/parental_consent_authorisation_form.pdf
8. **Notification letters** will be sent by email roughly 2 weeks before the test. You must check your junk, spam and undesirable mail boxes (especially if you use Gmail).

If you encounter difficulties please contact us by email at: ielts@britishcouncil.fr