



### STEP registration form

This form is designed as an aid for centres making entries via the Admissions Testing Service Entries Extranet. It will **NOT** be accepted as an entry by the Admissions Testing Service.

#### 1. CENTRE DETAILS

Centre name:	British Council in Bulgaria	Centre number:	B	G	0	0	1
Address:	7 Krakra Street Sofia 1504	Telephone number: (including country code)	+359 2942 4304				
		Fax number: (including country code)	+359 2942 4222				
Contact name:		Email address:	contact@britishcouncil.bg				

#### 2. CANDIDATE DETAILS

Family name:						First name(s):					
Gender:	Male <input type="checkbox"/>					Female <input type="checkbox"/>					
						Date of birth: (dd/mm/yyyy)		/		/	
UCAS ID				-							
Candidate's address:						Candidate's email:					
						Telephone number:					
University applied to	Course code				College code	College name					
University of Cambridge C05 <input type="checkbox"/>	G	1	0	0							
	G	4	0	0							
University of Cambridge C05 <input type="checkbox"/>	S	T	E	P							
University of Warwick W20 <input type="checkbox"/>	S	T	E	P							
Other <input type="checkbox"/>	S	T	E	P							



### 3. ACCESS ARRANGEMENTS

Not applicable	<input type="checkbox"/>	Modified enlarged A4 question paper	<input type="checkbox"/>	Use of laptop	<input type="checkbox"/>
Maximum of 25% extra time	<input type="checkbox"/>	Reader	<input type="checkbox"/>	Bi-lingual dictionary without extra time	<input type="checkbox"/>
Braille question papers	<input type="checkbox"/>	Scribe	<input type="checkbox"/>	Other (please state in box below)	<input type="checkbox"/>
Supervised rest breaks	<input type="checkbox"/>	Unmodified A3 question paper and answer sheet	<input type="checkbox"/>		
Reason for Access Arrangement request (evidence, statement from school/doctor etc)					

### 4. PAYMENT DETAILS

Local British Council exam fees include administration, invigilation, premises rent, courier and Cambridge Assessment entry fee. The local fee per a STEP paper is 387 lv.

Please choose the paper(s) you would like to sit:

STEP I - 387 lv

STEP II - 387 lv

STEP III - 387 lv

STEP I & II - 774 lv

STEP II & III - 774 lv

STEP I & III - 774 lv

STEP I, II & III - 1161lv

Standard registration period is from 25 February to 25 April 2019. Registration after this date is still possible but an additional late entry fee of 43 lv will be charged. No registrations can be accepted after 7 May 2019.

Payments can be arranged by bank transfer to IBAN BG77 CITI 9250 1051 0015 01 or cash at our office, 7 Krakra Street, Sofia, open Monday-Friday 09.00-18.00.

### 5. CANDIDATE'S SIGNATURE

#### THE ADMISSIONS TESTING SERVICE TERMS

Please note that by registering for STEP Mathematics, you are agreeing that data provided as part of the entry process may be passed to the Admissions Testing Service and any universities that you have applied to through UCAS, and that data may be used for research purposes in connection with admissions procedures. You also agree that if you obtain a place for a course where your STEP Mathematics result was used in the admissions process, then your university and UCAS may supply the Admissions Testing Service with data about your results in subsequent examinations whilst you are studying, unless you specifically notify the Admissions Testing Service in writing. The Admissions Testing Service will take reasonable care to keep candidates' personal details anonymous.

#### CENTRE'S TERMS\*

The British Council and the examining boards take all reasonable steps to provide continuity of service. We feel sure you will understand, however, that we cannot be held responsible for any interruptions caused by circumstances beyond our control. If examinations or their results are disrupted, cancelled or delayed, every effort will be made to resume normal service as soon as possible. The British Council's liability will be limited to the refund of the registration fee or retesting at a later date.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

\*Centres should update this part of the form to suit their centre's local terms.

**PLEASE RETURN THIS FORM TO YOUR CENTRE.**

**THIS REGISTRATION FORM SHOULD NOT BE RETURNED TO THE ADMISSIONS TESTING SERVICE.**

**ALL ENTRIES FOR STEP MATHEMATICS MUST BE MADE BY REGISTERED CENTRES VIA THE ADMISSIONS TESTING SERVICE ENTRIES EXTRANET.**



### Instructions for completing the registration form

#### Candidate details

Please give your name, gender, date of birth **exactly** as provided to the universities or UCAS. Please select the universities in the list that you have applied to, and give the course code that you are applying for:

For Cambridge University, please give the College name from the following list:

Christ's	A	Hughes Hall	7	Robinson	R
Churchill	B	Jesus	J	Selwyn	V
Clare	C	King's	K	Sidney Sussex	3
Corpus Christi	Z	Lucy Cavendish	L	St Catharine's	S
Downing	D	Magdalene	M	St Edmund's	I
Emmanuel	E	Murray Edwards	O	St John's	X
Fitzwilliam	F	Newnham	N	Trinity	T
Girton	G	Pembroke	P	Trinity Hall	4
Gonville & Caius	Y	Peterhouse	U	Wolfson	W
Homerton	H	Queens'	Q	<i>Open application</i>	9

#### Universities applied to

If you have applied to a university other than those listed on this form which has requested STEP, you should be entered for STEP under 'Other' with the course code STEP. If you have applied to the University of Cambridge for a course other than G100 Mathematics or G400 Computer Science with Mathematics, you should be entered under the 'University of Cambridge' with the course code STEP.

#### Access arrangements

If you are normally allowed access arrangements such as extra time or enlarged papers to take public examinations, please note this on your registration form. Please see section 3 on the previous page of this form for a list of access arrangements available. If your access arrangement is not listed, please provide more detail of it on the registration form. It is your responsibility to make your centre aware of any access arrangements you may need.

Requests for modified question papers (Braille, enlarged paper etc.) must be received by 29 March 2019.

Further information relating to STEP Mathematics can be found at [www.admissionstestingservice.org/step](http://www.admissionstestingservice.org/step)

