

**Guidelines for Registration:**

- Candidates should read instructions on the registration form before completing.
- Candidates should have a valid ACCA student registration number
- Candidates must attach one passport photograph and a copy of valid ID card to their application form
- All candidates are to ensure that they bring with them valid means of identification (International Passports, National ID) to the examination venue.
- All applications must have a valid email address and a mobile number.
- Registration forms can be collected from the Bahrain British Council Office or downloaded from our website.
- All registration forms must be received no later than 5 working days before the test.
- It is mandatory for the candidate to inform refund/transfer to us no later than 7 working days prior to the test date
- When Refund is requested 20% of total fee will be deducted and remaining amount will be processed.
- When Transfer is requested 20% of Total fee has to be made to Customer Service in order confirm the transfer.