

## Third party verification of results application

This form is for completion by third parties who need us to verify a candidate's results document. Candidates may also submit this form if they need their results to be verified to a third party, but we will only send the outcome of the verification of results directly to the third party. Third parties must be supplied with a copy of the candidate's results document to be verified before the form is submitted. We process applications within 28 days of receiving successful payment for the application.

The verification of results outcome confirms whether the details shown on a candidate's certificate are correct against our permanent record, and the information provided is based wholly on that record. **It does not show the candidate's subjects or grades.** If the third party needs to receive a hard copy of the candidate's results the candidate must apply online for a certifying statement at [www.cambridgeinternational.org/certstat](http://www.cambridgeinternational.org/certstat)

A verification of results is not a signed verification letter or a stamped, attested copy of results. Candidates requiring attestations or signed documents should contact customer services by phone on +44 (0)1223 553554 or by email at [info@cambridgeinternational.org](mailto:info@cambridgeinternational.org) to be redirected to the correct Regional Office. Candidates requiring examination documents for World Education Services (WES) must apply for a certifying statement. **WES will not accept verification of results outcomes.**

Complete the form in BLOCK CAPITALS. The form must be returned with a copy of the candidate's valid ID and copies of the results to be verified. Please see page 2 for information about payment, candidate ID and how to return the form.

### Third party information

We send all verification of results outcomes by email direct to the third party. Please enter the third party information below.

Company/third party name	<input type="text"/>
Contact name	<input type="text"/>
Contact email address	<input type="text"/>

### Candidate information

Candidates will only be contacted if the application is incomplete and we require further details. Verification of results outcomes are not sent to the candidate.

Candidate's name	<input type="text"/>
Candidate's email address	<input type="text"/>
I give my consent for Cambridge Assessment International Education to provide the details of examination records held by them to the third party stated above (please tick).	<input type="checkbox"/>
<b>Candidate's signature</b>	<input type="text"/>
<b>Date (DD/MM/YY)</b>	<input type="text"/>

## Payment information

Send us the completed form and once we have accepted your application we will email you a secure link to complete your payment online by credit or debit card.\* The fee **per document** that you wish us to verify is £22.53.

\*We do not accept payment by bank transfer or cash.

### Payment by credit or debit card

Payer's email address	<input type="text"/>
Payer's name	<input type="text"/>
Total amount payable	<input type="text"/>

### Payment by invoice (If a Cambridge school is completing this application, please complete the section below to pay by invoice.)

Centre number (the centre to be invoiced)	<input type="text"/>
Centre contact email address	<input type="text"/>
Authorised by (name)	<input type="text"/>
Authorised by (job title)	<input type="text"/>
Authorised by (centre number)	<input type="text"/>

## Returning the form

**By post:** Third Party Verifications, Results Services, Cambridge Assessment International Education, Cambridge Assessment DC10, Hill Farm Road, Whittlesford, Cambridge, CB22 4FZ, United Kingdom.

**By email:** [info@cambridgeinternational.org](mailto:info@cambridgeinternational.org). Please include 'Verification of Results' in the subject line of the email.

Before sending your application, please use the checklist below to ensure you have submitted the required information:

<input type="checkbox"/> Third party information	<input type="checkbox"/> Candidate ID
<input type="checkbox"/> Candidate information	<input type="checkbox"/> Copies of results
<input type="checkbox"/> Payment/invoice details	<input type="checkbox"/> Declaration

#### Acceptable ID documents

- ✓ The photo page of the candidate's passport
- ✓ A photo driving licence
- ✓ A photo national ID card
- ✓ A full birth certificate

## Third party declaration

Print name	<input type="text"/>
Signed	<input type="text"/>
Date (DD/MM/YY)	<input type="text"/>