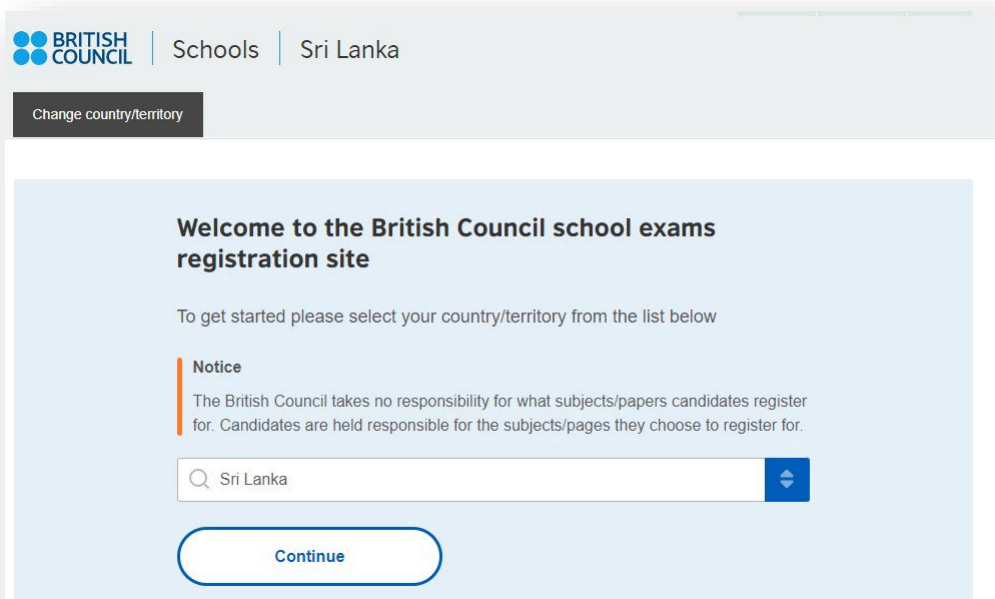

Cambridge Assessment International Education May/June 2025

This document is specifically for individuals who are private candidates.

School Registration Process - Easy Step Guide for candidates who are migrating from Minor to Adult

- 1) If you are 18 years old, an information notice will appear in your parent's account requiring them to migrate your account from minor to adult. Click on **"My Profile"**.



The screenshot shows the registration page for Sri Lanka. At the top left is the British Council logo, followed by 'Schools | Sri Lanka'. Below this is a dark button labeled 'Change country/territory'. The main content area has a light blue background and contains the following text:

Welcome to the British Council school exams registration site

To get started please select your country/territory from the list below

Notice
The British Council takes no responsibility for what subjects/papers candidates register for. Candidates are held responsible for the subjects/pages they choose to register for.

Below the notice is a search input field containing 'Sri Lanka' and a blue dropdown arrow. At the bottom of the form is a rounded rectangular button labeled 'Continue'.

2) Choose the minor candidate from the drop-down list;

My profile

Candidate

- BtoC Test
- dssdds sddsds**

Title: **Mr**

First Name: **dssdds**

Last Name: **sddsds**

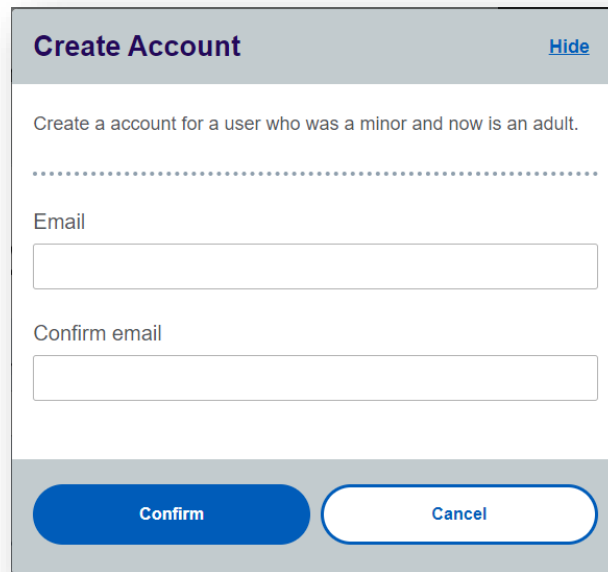
3) Click on “**Migrate**” button.

My profile

Candidate

Migrate Account

4) The system will prompt you to enter the personal email address of the candidate.



Create Account [Hide](#)

Create a account for a user who was a minor and now is an adult.

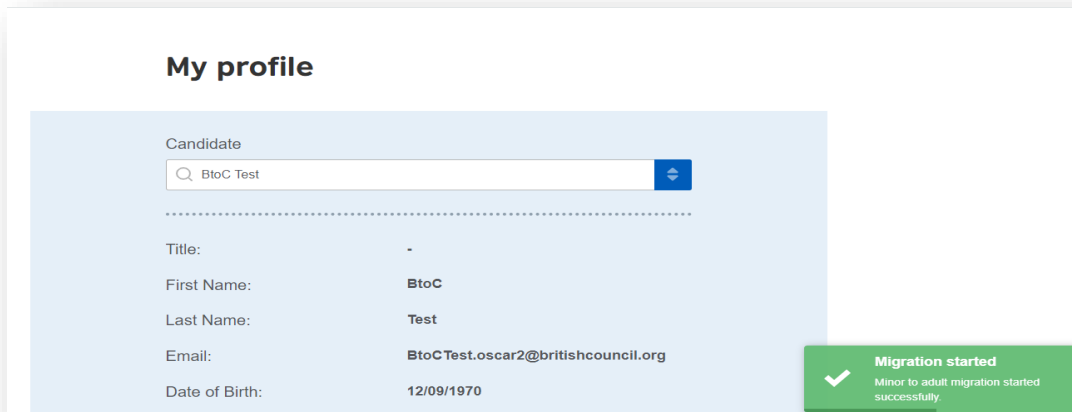
.....

Email

Confirm email

Confirm **Cancel**

5) The system will confirm that migration process has started.



My profile

Candidate

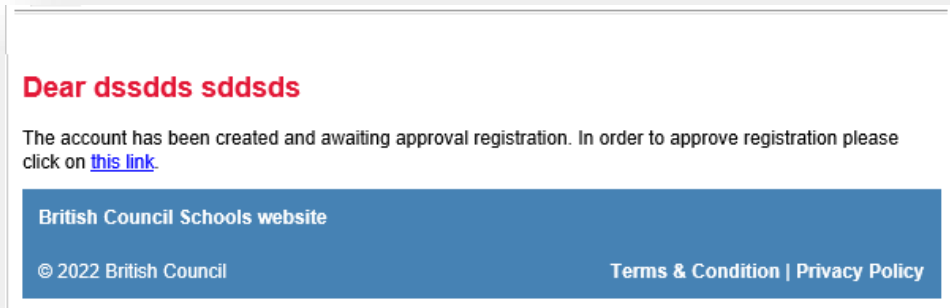
.....

Title:	-
First Name:	BtoC
Last Name:	Test
Email:	BtoCTest.oscar2@britishcouncil.org
Date of Birth:	12/09/1970

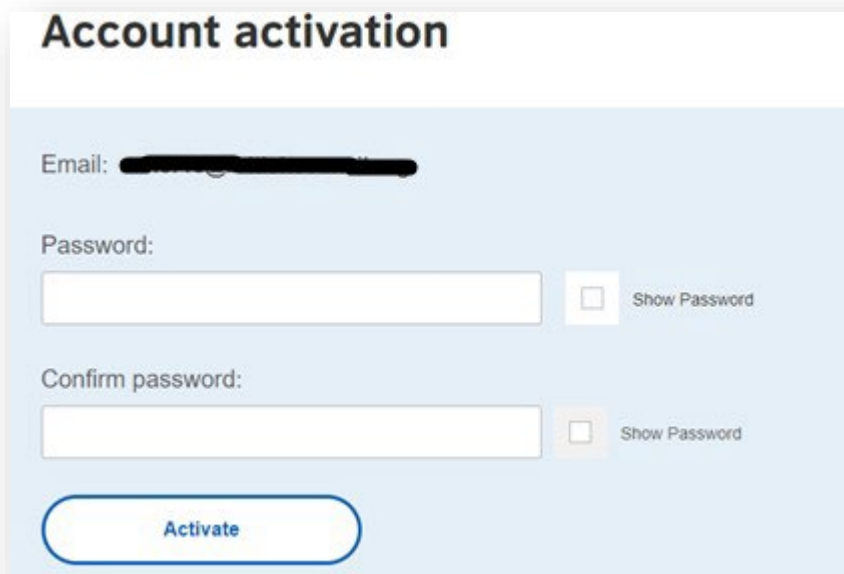
Migration started
Minor to adult migration started successfully.

Note: Please don't use an email that has been already used earlier in the school/ candidate's Registration System.

- 6) The adult candidate now will receive an email to activate his/her new account, click on “This link”



- 7) The candidate will be directed to create a new password for the new account, then click “**Activate**”



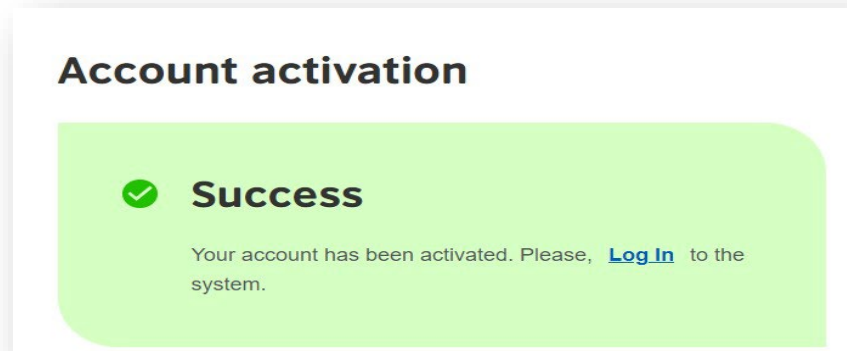
Account activation

Email:

Password: Show Password

Confirm password: Show Password

8) The account is activated, click on “**Log In**” to access your account;



9) Once the candidate(s) logs-in, they will be able to create their own registration and view their previous registrations.

You have 1 unpaid registrations

Reference number: A2PK-G0000000003159556

Date:	30/06/2022	Unpaid
Registration action:	Awaiting Payment	
Payment method:	Other	
Reference:	-	
Amount:	18676.00 PKR	

This fee **18676 PKR** is valid up to and including **04/08/2022** after which additional/late fees will be charged.

- 10) Once the candidate account is activated, the parent account will receive an email informed about the successful activation and will not be able to create any further registration.

Dear BtoC Test

Please note that according to our records dssdds sddsds is now an adult and therefore will be able to process registrations for school exams without the consent of a parent/guardian.

A separate account has been created for dssdds sddsds, with all the existing and previous registration details transferred to it. You will no longer be able to access the details through your account.

We hope you find this information useful and take the opportunity to thank you for having used our services.

Best wishes,

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