

Request for IELTS test date transfer and/or refund PL096 Lang LTC Warszawa



CANDIDATE NAME & SURNAME (capital letters):		I AM REGISTERED FOR A TEST ON (date)	
<p>I HEREBY REQUEST:</p> <p><input type="checkbox"/> FREE TRANSFER TO TEST ON (DATE):.....</p> <p><input type="checkbox"/> 100% REFUND OF TEST FEE (proof of payment for the test must be attached to request)</p> <p>REQUEST SUBMITTED AFTER DEADLINE SPECIFIED IN TEST REGULATIONS:</p> <p><input type="checkbox"/> TRANSFER AT COST (25% OF TEST FEE) TO TEST ON (DATE):..... (proof of payment for the transfer and the appropriate certificate supporting resignation must be attached)</p> <p><input type="checkbox"/> REFUND OF 75% OF THE TEST FEE (proof of payment for the test and the appropriate certificate supporting resignation must be attached)</p> <p>Please send the refund by bank transfer in PLN to the following bank account in Poland</p> <p>account owner:.....</p> <p>bank name:.....</p> <p>account number:.....</p>			

By signing this form you consent to our processing your personal data for the purposes of realization of your transfer / refund for the test, in accordance with the Data Protection Act. Your personal data will be stored at Lang LTC in Warsaw for the purposes listed above. The information will not be used to discriminate against you in any way. You have a right to review and change any personal information we hold on you.

In addition, personal data containing information regarding health conditions is under special protection as a consequence of the Polish Data Protection Act dated 29 August 1997 (Dziennik Ustaw 1997 Nr 133, 883 with later changes).

I confirm that I have read the above information and agree to the processing of my personal data submitted to and under the conditions described.

Candidate's signature:	Date

This form, together with proof of payment and other required documents, should be delivered to the Lang LTC office in Warsaw. The documents can be delivered in person, by post, fax or as a scanned e-mail attachment. The refund will be payable within 30 days of receipt of a full set of correctly filled-in documentation.

A candidate who has registered remotely (on-line, by e-mail, or post) and chosen payment by bank transfer or paid at bank or post office has 14 days to resign calculated from the day of payment. The candidate should submit proof of payment. Candidates are entitled to a refund of 100% of the amount paid. Cancellation of the test within 14 days of payment does not apply to candidates for whom the company / institution paid nor to candidates who registered for the test in person at the examination centre, to candidates who paid for the test by card at the examination centre nor to candidates who took the whole test within 14 days from the date of registration.

Contact details of Lang LTC:

Lang LTC sp. z o.o.
Al. Niepodległości 217 / 8
02-087 Warszawa
tel.: 22 243 04 56
e-mail: ielts@lang.com.p

Wypełnia Lang LTC

Podpis poświadczający przyjęcie dokumentów:	Data: