

## [Informed Consent Form for IELTS Test Day Photography and Verification process]

### Purpose and procedure

IELTS captures the image and finger scan of candidates either at test registration or on the test day to further enhance security and to verify the correct identity of the candidate throughout the IELTS testing process. This will be done by the IELTS test day staff. The photo captured on the test day will appear on the candidate Test Report Form.

The captured finger scan is only for test day verification and stored as a format which cannot be recalled, rendered or transformed into an actual image resembling a finger print.

### Confidentiality and Data Protection Notice

High resolution image and finger scan data would be retained in a database encrypted to advanced encryption standard 256 at Leicester College IELTS Test Centre for two years. This data will not be shared other than between the test partners where requested for legitimate purposes. Low resolution photographs will be uploaded to the main IELTS administration system which is hosted by Cambridge University in the UK. The data may be disclosed to receiving organisations for further verification of the candidate's identity. There is no intention to consolidate, inter-link, cross-reference or match personal data from multiple sources.

Data will be collected and processed across the British Council's network; this will include processing of personal data outside of the European Economic Area. We fully endorse and adhere to the principles of data protection, as set out in the UK Data Protection Act (1998). We shall apply the Act globally, except where part or all of any local law is stronger.

### Consent

Full name of Candidate \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**(If you are under 18 years of age, please ask your parent/legal guardian to read all information provided and sign the consent below.)**

I declare that I exercise parental care of the candidate named on this form and I have read, understood and accept the above as well as the terms and conditions set out in the ***Declaration section of the IELTS application form***. I consent to the Leicester College IELTS Test Centre taking the photograph and scan of the index finger of my child only for the above purposes according to Data Protection legislation in the UK.

Full Name of Parent / Legal Guardian \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_