

**LONDON CHAMBER OF COMMERCE AND INDUSTRY EXAMINATION**

**SEPTEMBER SERIES 2023**

FULL NAME (Block letters): .....

(As shown in National Identity Card) .....

DATE OF BIRTH: ..... NATIONAL IDENTITY CARD NO: ..... COLOUR: .....

ADDRESS: .....

POSTCODE: ..... E-MAIL ADDRESS: .....

TELEPHONE NO: (Office)..... (Home)..... (H/P).....

Write here the subjects you wish to take:

Subject code	Full Title of Subject taken	Level	Examination Date	* Group Diploma (if applying)	Fee (B\$)
					\$
					\$
					\$
					\$
					\$
					\$
					\$
Subject Fees =					\$

**NOTE:**

- You are advised to **READ** the instructions overleaf before completing this form.
- Please submit/attach a **photocopy** of your **IDENTITY CARD** together with this form.
- \*Please read the information about the application of Group Diploma.
- \*\* To those candidates who have enrolled and currently studying at the Continuing Education Section, Ministry of Education, you need to get the Approval/Stamp from the Section first before submitting your form to the Examinations Department, Ministry of Education.
- A surcharge of USD150 will incur if there are less than 10 registrations.

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*Signature of candidate*

Date: -----

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*Signature of Principal / Employer*

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*\*\*Signature of the Head of Continuing Education Section, Ministry of Education*

**FOR OFFICIAL USE**

**FEE PAYABLE:**

Local Fee	-	B\$ 30.00
Subject Fee	-	B\$-----
Surcharge Fee	-	B\$-----
<b>TOTAL FEE</b>	-	<b>B\$-----</b>

*Sila terima bayaran*

*Disemak oleh: .....*

*Tarikh: .....*

**BAYARAN DITERIMA**

No resit	: .....
Jumlah	: .....
Tarikh	: .....
T/Tangan:	.....

**EXAMINATIONS DEPARTMENT MINISTRY OF EDUCATION NEGARA BRUNEI DARUSSALAM**

**LONDON CHAMBER OF COMMERCE AND INDUSTRY**

**SEPTEMBER SERIES 2023**

1. If a candidate wishes to withdraw from the examinations (with or without reasons), the fees already paid to the Examinations Department, Ministry of Education **cannot be refunded**.
2. All examinations will commence at **8.30 a.m.**, unless if there is a clash in the timetable, the commencing time for afternoon session is at **1.30 p.m.** On **FRIDAY** the commencing time will be at **2.00 p.m.** Candidates should report to the invigilator **15 minutes before** the commencement of the examinations.
3. It is the **RESPONSIBILITY** of each candidate to retain the **attached timetable** and be present at the designated venue and date(s)/time of the examination. The Examinations Department **WILL NOT** contacting the candidates to remind again about the venue and dates/time of subject(s) enrolled, **UNLESS** there are any changes of venue and dates/time of the examination.
4. The private candidates must collect their result slips and certificates from the Examinations Department, Ministry of Education, Negara Brunei Darussalam once the results are announced.
5. Candidates' identification will be checked by the Examination Supervisor / Invigilator before he / she is allowed to enter the examination room. Candidates are therefore advised to bring along with them their Identity Cards.
6. Subjects offered for the examinations are listed in the **attached timetable**.
7. If a candidate is applying for a **Level 3 Diploma**, he / she must have **at least 3 subjects at 'O' level** and attached the **copies of the certificates with entry form**.
8. The examination fees are as follows:
  - **Local Fee - B\$ 30.00 per candidate**
  - **Subject Fees:** (The price of each subject fee depends on the current price list given by the LCCI International Qualification) and the Foreign Currency Exchange Rate at the Ministry Of Finance. Please refer the price of each subject to the attached time table and price list.
  - **Surcharge Fees:** A surcharge of USD150 will incur if there are less than 10 registrations.
9. The appropriate examination fees should be paid in **CASH ONLY** payable to the **EXAMINATIONS DEPARTMENT, MINISTRY OF EDUCATION, NEGARA BRUNEI DARUSSALAM**.
10. For candidates who have enrolled and currently studying at the Continuing Education Section, Department of Technical Education, Ministry of Education, you need to get the approval/stamp from the **Head of the Continuing Education Section**, Ministry of Education first before submitting this form.
11. The duly completed application forms should be returned together with the appropriate examination fees and must reach the Examinations Department, Ministry of Education before the **deadline**. The deadline to submit the application form for **September Series is 05 July 2023. LATE ENTRY WILL NOT BE ENTERTAINED**.
12. For more information regarding the syllabus, subjects offer, past years' papers, specimen paper and further information about LCCI Examination, please refer to the website:  
**<https://qualifications.pearson.com/en/qualifications/lcci.html>**
13. For any inquiry regarding the exam venue and the LCCI examination as a whole, please contact the officer in charge at the Examination Department, Ministry of Education at 2380349