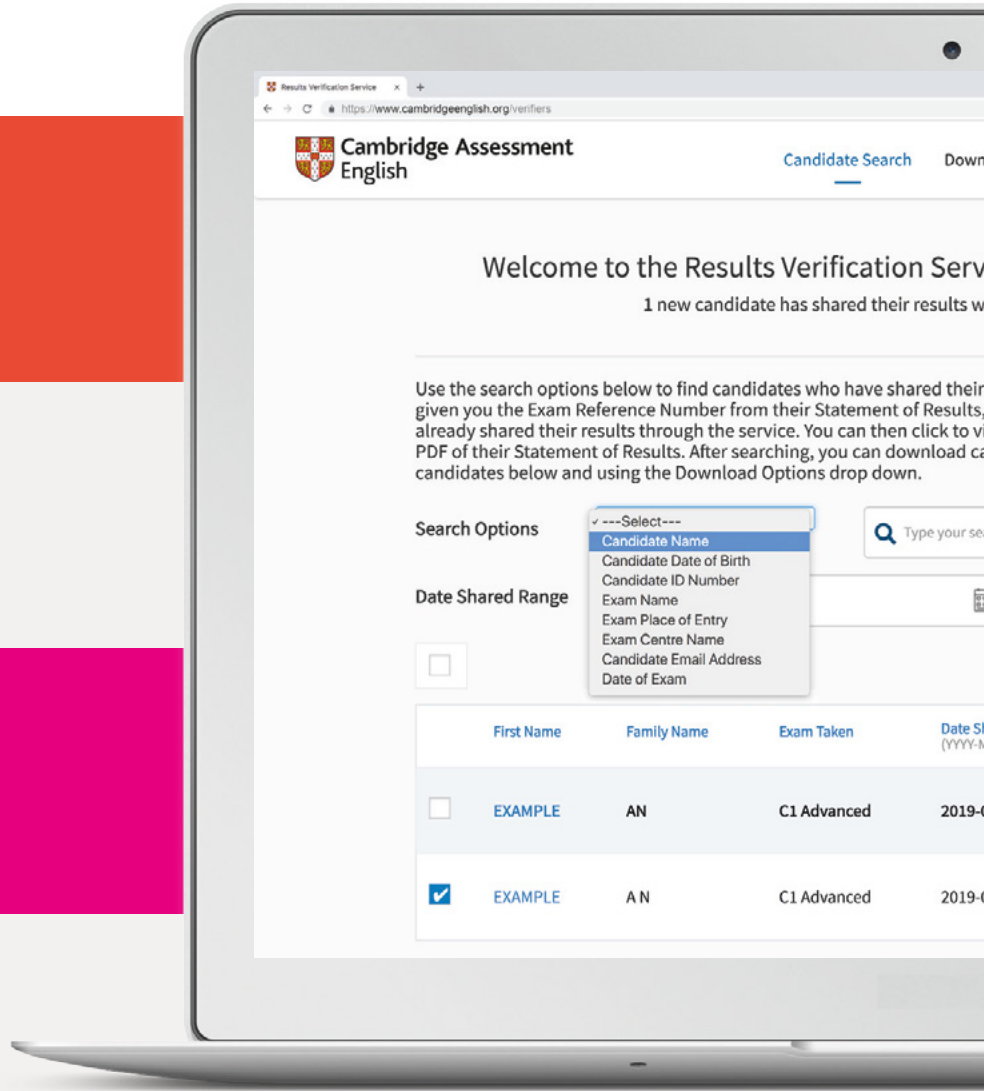
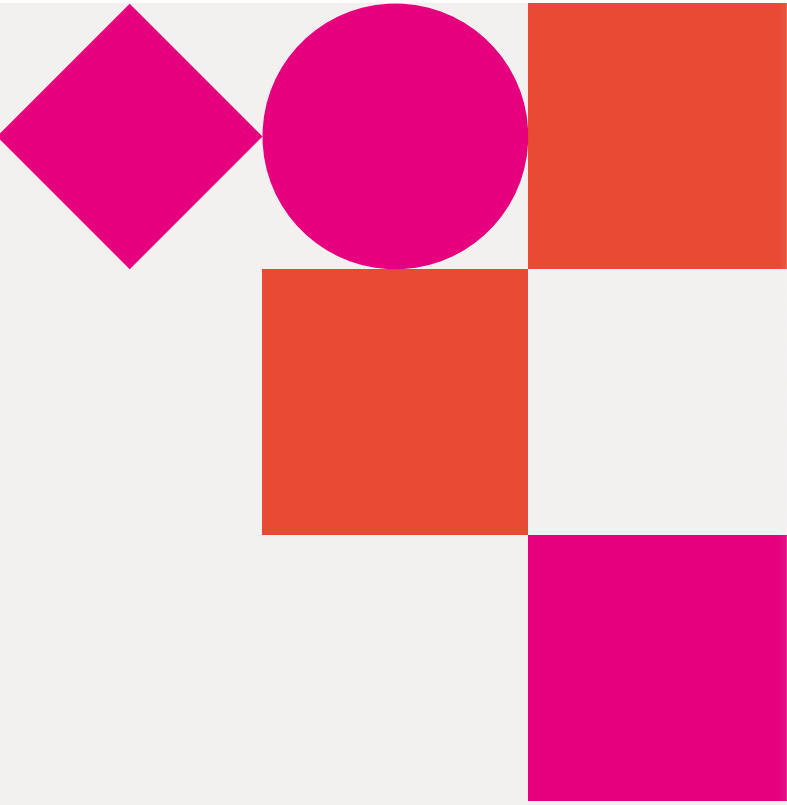




Cambridge Assessment  
English



# Results Verification Service

A secure and quick way to  
verify your candidates' results

# Introducing our new service

Check the authenticity of Cambridge English results by using our free online Results Verification Service. The service is secure, easy to use, and means you can be certain that a candidate's result is valid.

## About us

Part of the University of Cambridge, we help millions of people learn English and prove their skills to the world.

Globally recognised by more than 20,000 leading universities, employers and governments, our research-based assessments are a mark of excellence that open doors.

## The following qualifications can be checked using the service:

- A2 Key\*
- B1 Preliminary\*
- B2 First\*
- C1 Advanced
- C2 Proficiency
- B1 Business Preliminary
- B2 Business Vantage
- C1 Business Higher
- DELTA Module One

\*Including For Schools versions



# The service is:



## Secure

only approved organisations can verify results.



## Reliable

developed and operated by Cambridge Assessment English.



## Immediate

applicant results can be quickly and easily verified.



## Accessible

this web-based service is accessible to any recognising organisation the candidate nominates.



## Free

the service is free to use anytime, anywhere for both candidates and recognising organisations.

## What's new?

The enhanced service gives institutions, employers and government agencies the ability to verify candidates' results more effectively.

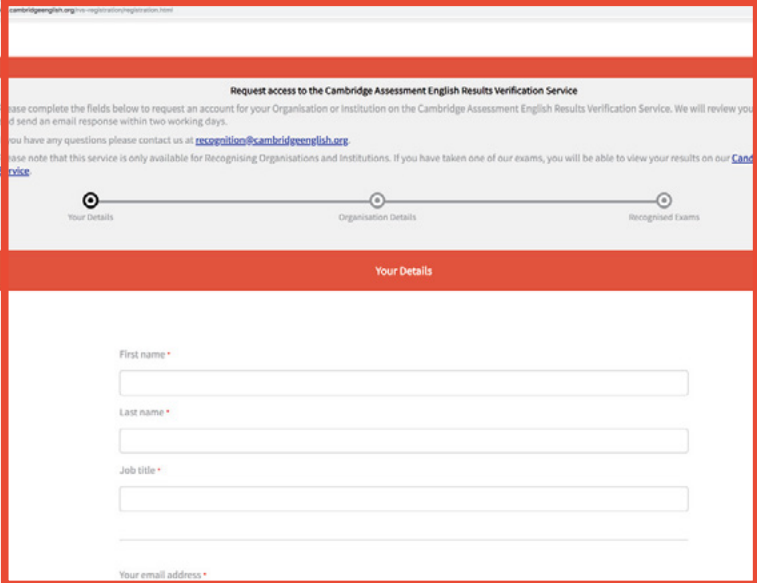
- Verify individuals or groups who have shared their results
- Download results using customisable templates
- Set up custom email alerts to let you know when results have been shared
- Use API functionality to integrate with your own database
- Have as many users as you need at your institution.



# Register in minutes

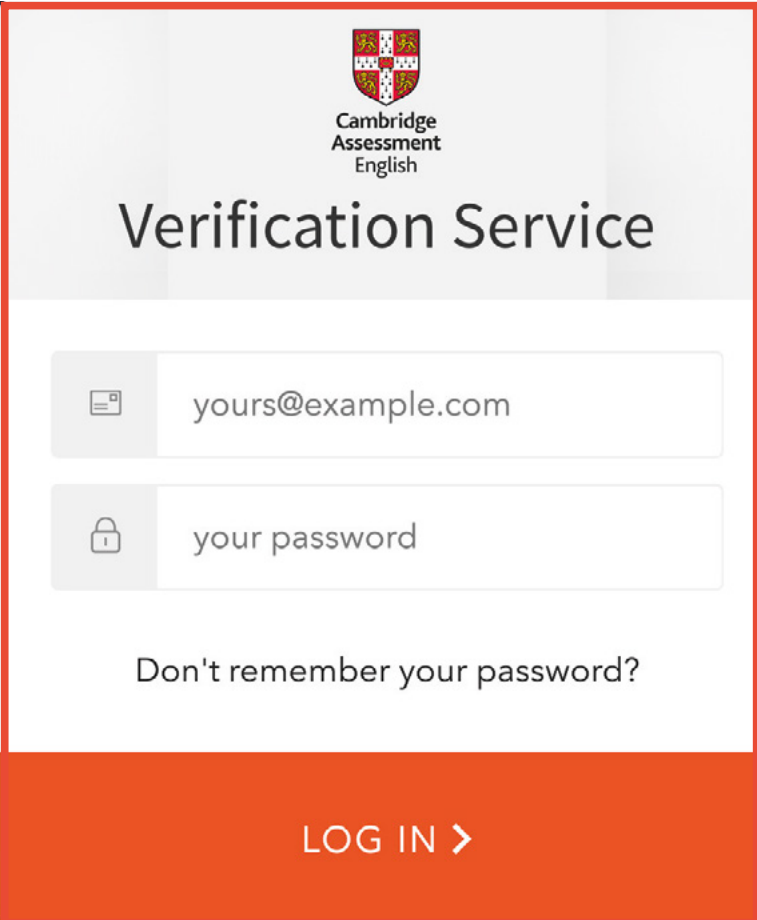
- 1 Go to [cambridgeenglish.org/verifiers](https://cambridgeenglish.org/verifiers)
- 2 Click '**Register now**'
- 3 Provide and submit some basic details
- 4 We will acknowledge your email within two working days, and then send you a message approving your account
- 5 Follow the link in the email to set up your password
- 6 You will now be able to log in at [cambridgeenglish.org/verifiers](https://cambridgeenglish.org/verifiers)

Users of the old verification service will need to register for the new service.



The screenshot shows a registration form titled "Request access to the Cambridge Assessment English Results Verification Service". It includes a progress bar with three steps: "Your Details", "Organisation Details", and "Recognised Exams". The "Your Details" section is active and contains the following fields:

- First name \*
- Last name \*
- Job title \*
- Your email address \*



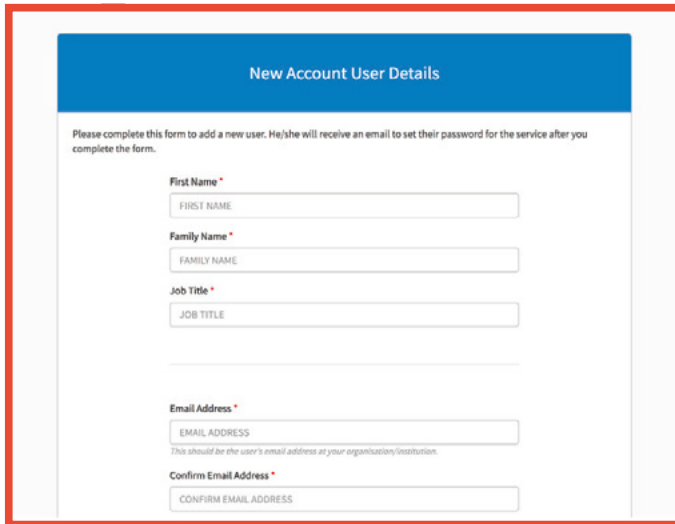
The screenshot shows the login page for the "Cambridge Assessment English Verification Service". It features the Cambridge Assessment English logo at the top. Below the logo, there are two input fields:

- Email address: yours@example.com
- Password: your password

Below the password field, there is a link: "Don't remember your password?". At the bottom of the page, there is a "LOG IN >" button.

# How do I use the Results Verification Service?

## 1. Set up additional users

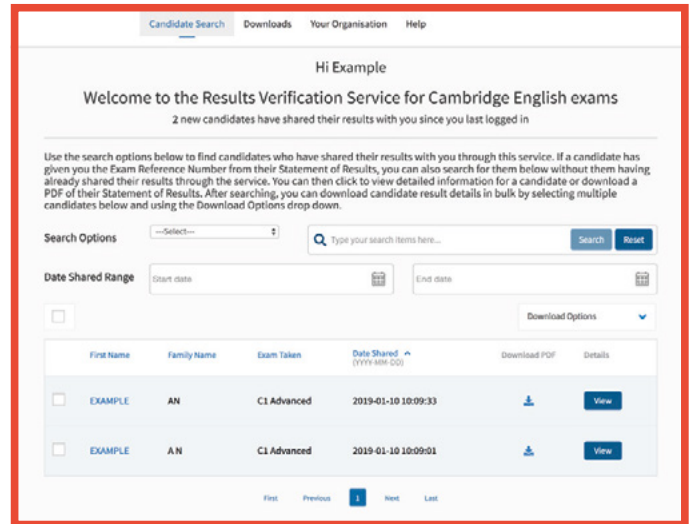


The screenshot shows a web form titled "New Account User Details". It includes a blue header with the title. Below the header, there is a paragraph of instructions: "Please complete this form to add a new user. He/she will receive an email to set their password for the service after you complete the form." The form contains several input fields: "First Name" (with a sub-field "FIRST NAME"), "Family Name" (with a sub-field "FAMILY NAME"), "Job Title" (with a sub-field "JOB TITLE"), "Email Address" (with a sub-field "EMAIL ADDRESS" and a note "This should be the user's email address at your organisation/institution."), and "Confirm Email Address" (with a sub-field "CONFIRM EMAIL ADDRESS").

The person who completes registration on behalf of your organisation will be the Primary User for your account and will be able to create, edit and delete additional users as required.

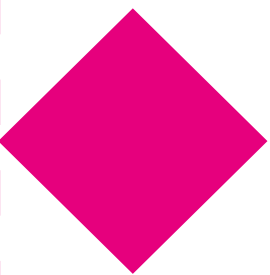
To add another user, the Primary User should log into the service, navigate to 'Your Organisation' and then the 'Users' tab. Click 'Add User' and fill in the new user's details. The new user will then be sent an email with a link to set up their password.

## 2. Sharing results online



The screenshot shows the "Candidate Search" interface. At the top, there are navigation tabs: "Candidate Search", "Downloads", "Your Organisation", and "Help". The main heading is "Hi Example" and "Welcome to the Results Verification Service for Cambridge English exams". Below this, it says "2 new candidates have shared their results with you since you last logged in". There is a paragraph of instructions: "Use the search options below to find candidates who have shared their results with you through this service. If a candidate has given you the Exam Reference Number from their Statement of Results, you can also search for them below without them having already shared their results through the service. You can then click to view detailed information for a candidate or download a PDF of their Statement of Results. After searching, you can download candidate result details in bulk by selecting multiple candidates below and using the Download Options drop down." The interface includes a search bar with a dropdown menu, a search button, and a reset button. Below the search bar, there are "Date Shared Range" fields for "Start date" and "End date". A "Download Options" dropdown menu is visible. A table of candidates is shown with columns: "First Name", "Family Name", "Exam Taken", "Date Shared", "Download PDF", and "Details". The table contains two rows of example data, with the first name and family name in bold. The first row shows "EXAMPLE" and "AN" for the first name and family name, "C1 Advanced" for the exam taken, and "2019-01-10 10:09:33" for the date shared. The second row shows "EXAMPLE" and "A N" for the first name and family name, "C1 Advanced" for the exam taken, and "2019-01-10 10:09:01" for the date shared. Each row has a "Download PDF" icon and a "View" button. At the bottom, there are navigation buttons: "First", "Previous", "Next", and "Last".

Candidates can share their results online through the service by logging into the Candidate Results website and choosing to share them with your institution. New candidates will then appear in bold when you log into the service.



# How do I use the Results Verification Service?

## 3. Verification

The screenshot shows the 'Candidate Search' page for 'C1 Advanced'. It displays candidate information for 'EXAMPLE A N', including their test day photo, name, date of birth, candidate ID, and email address. A 'Download Statement of Results' button is visible. Below this, a bar shows 'C2 Overall Score 204' and 'Pass at Grade A'. Component scores are listed: Reading (191), Use of English (210), Writing (210), Listening (201), and Speaking (210).

After locating your chosen candidate, you can click through to view their result details, including their overall score and component scores. You will also be able to see their test day photo if they have taken B2 First, C1 Advanced or C2 Proficiency.

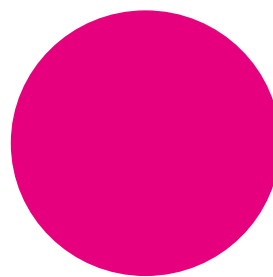
## 4. Downloading results

The screenshot shows the 'Candidate Search' page for 'Hi Example'. It displays a search interface with a search bar, search options, and a table of candidates. The table has columns for 'First Name', 'Family Name', 'Exam Taken', and 'Date Shared'. Two candidates are listed, both with 'EXAMPLE' as the first name and 'A N' as the family name. A 'Download Options' dropdown menu is open, showing 'Data File (xlsx or csv)' and 'PDF Statement of Results'.

You can easily download result details for multiple candidates. To do this, select one or more candidates using the tick boxes and then click the arrow next to the 'Download Options' box, and choose your file format.

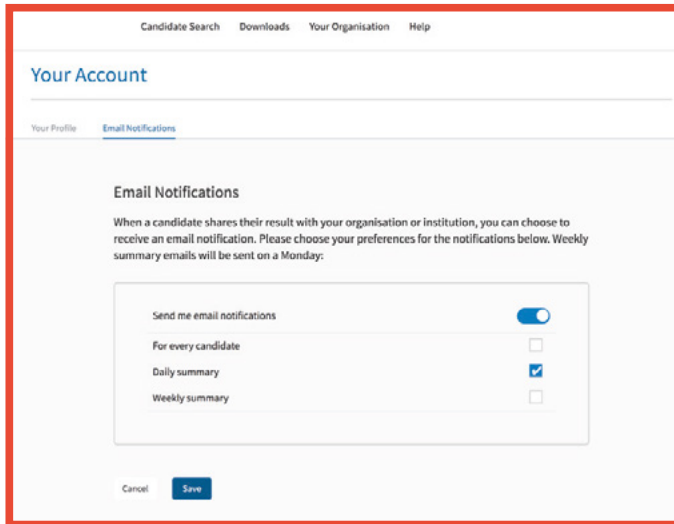
If you choose the data file, you can choose to use the default template, which will include all available candidate details, or you can also set up your own templates. To do this, navigate to the 'Downloads' section and select 'Create New Template'.

You can also view your 'Download History' and download the file again if needed.



# How do I use the Results Verification Service?

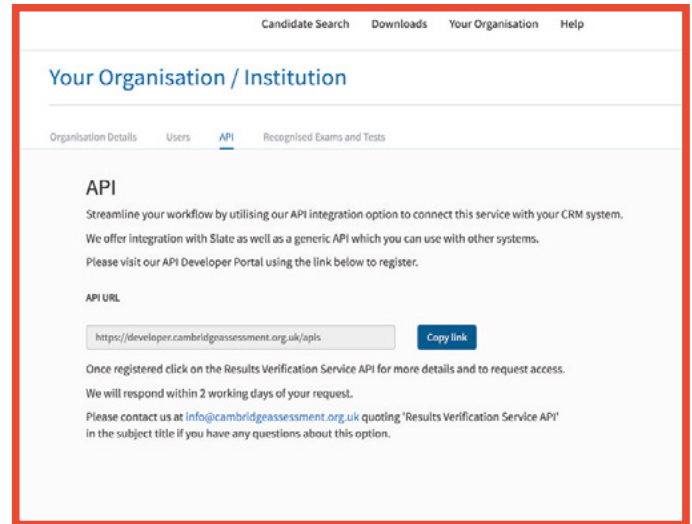
## 5. Email notifications



The screenshot shows the 'Your Account' page with the 'Email Notifications' section. The page title is 'Your Account' and the sub-section is 'Email Notifications'. The text explains that users can choose to receive email notifications when a candidate shares their result. A note states: 'Weekly summary emails will be sent on a Monday:'. There are three notification options: 'Send me email notifications' (checked), 'For every candidate' (unchecked), 'Daily summary' (checked), and 'Weekly summary' (unchecked). A 'Save' button is visible at the bottom right of the form.

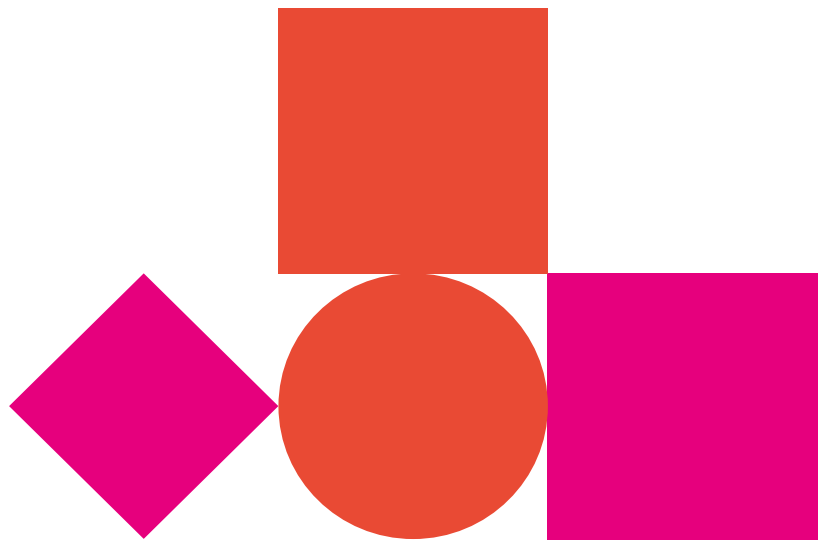
To receive email notifications when candidates share their results with you via the service, you need to turn on notifications. To do this, click on the arrow next to your name in the top right-hand corner of your account, and click on 'Email Notifications'. Click the 'Edit' button, choose your preferred frequency, and then click 'Save'. Each user at your institution or organisation should set their own notification preferences.

## 6. Advanced tools



The screenshot shows the 'Your Organisation / Institution' page with the 'API' section. The page title is 'Your Organisation / Institution' and the sub-section is 'API'. The text explains that users can streamline their workflow by utilising the API integration option to connect this service with their CRM system. It offers integration with Slate as well as a generic API which can be used with other systems. A note states: 'Please visit our API Developer Portal using the link below to register.' There is a text input field for the 'API URL' containing the link 'https://developer.cambridgeassessment.org.uk/apis' and a 'Copy link' button. Below the input field, there is a note: 'Once registered click on the Results Verification Service API for more details and to request access. We will respond within 2 working days of your request. Please contact us at [info@cambridgeassessment.org.uk](mailto:info@cambridgeassessment.org.uk) quoting 'Results Verification Service API' in the subject title if you have any questions about this option.'

You can streamline your workflow by using our Application Programming Interface (API) integration to connect the service with your own database. Navigate to the API section, found in the 'Your Organisation' section, and follow the link to our API Developer Portal to get started.



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## Our qualifications and tests:

- are accepted worldwide
- trusted
- reliably prove the CEFR\* level achieved
- demonstrate real-life communication skills
- safeguard results.

# We help people learn English and prove their skills to the world

Discover more:  
[cambridgeenglish.org/verifiers](https://cambridgeenglish.org/verifiers)

\*The Common European Framework of Reference (CEFR)

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The Triangle Building  
Shaftesbury Road  
Cambridge  
CB2 8EA  
United Kingdom



We are Cambridge Assessment English. Part of the University of Cambridge, we help millions of people learn English and prove their skills to the world.

For us, learning English is more than just exams and grades. It's about having the confidence to communicate and access a lifetime of enriching experiences and opportunities.

With the right support, learning a language is an exhilarating journey. We're with you every step of the way.

 [cambridgeenglish.org](https://cambridgeenglish.org)

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 [/cambridgeenglishtv](https://youtube.com/cambridgeenglishtv)

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 [/cambridgeenglish](https://instagram.com/cambridgeenglish)

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All details are correct at the time of going to print in March 2019