

**How to Obtain Copies of your CAIE Certificates directly from the Examination Board.**  
Information from the CAIE Website ([www.cambridgeinternational.org](http://www.cambridgeinternational.org))

If a university requires you to have your results sent to them directly from the Examination Board, then you must complete and submit the appropriate form from the CAIE website.

- Check to make sure the form is valid for your exam series.
- Instructions and the relevant deadline are listed on the form.
- You will be allowed to designate to whom they should send the results

**To Send Results to a University**

Go to the main CAIE page, and click on the box “Certificates and results services”

**For those awaiting results: Priority Results Information Application Form**

“We know that many students have deadlines for submitting results to educational institutions around the world, which are often very close to our result issue dates. So you can ask us to send a provisional statement of results directly to your chosen educational institutions on the day results are published. Simply complete the form below and return it to us.”

- This is used if you have not yet received your results, and need a copy to be sent to a university as soon as results are announced. The deadline for this form is **late July**.

**For those who have already received their results: Results Verification Application Form.**

“Sometimes a university or other third party institution needs us to verify your results. They can apply for this service at any time using the form below. The outcome of the results verification will only be sent directly to the third party.”

- This can be used if you need verification in letter form of your results sent to a third party (such as a university) only.

**To Replace a Missing Certificate or to Obtain a Copy for Yourself**

Go to the main CAIE page, and click on the box “Certificates and results services.” Then click on “Certificates” in the side bar on the left.

**Certifying Statement Application**

“If you have lost your exam results certificate, or need another copy of your results, we can issue you with a certifying statement. If you would like to receive a certifying statement, please complete the application form below. A certifying statement will be accepted by universities and other institutions as proof of your examination results. Correctly submitted applications will be dealt with within four weeks of receipt.”

- This may only be ordered after you have received the Certificate.