



Speaking Examiner Application Form

Note to the applicant Speaking Examiner: This form can be used to apply for the role of Speaking Examiner at a Cambridge Assessment English centre. Please fill this in and return it to the centre that sent you it. Any information from this form which is submitted to us will be kept securely by Cambridge English and will be used only for the purpose of quality assurance.

Note to the centre: please do not submit this pdf form to Cambridge English directly. This pdf is for your information only and can choose whether to use this form. Please use the online nomination form, and submit it at least 6 weeks before the SE is required to examine. You must also get a signed declaration from each SE and store this at your centre.

1: Personal details

Title	First name(s)				Surname	
Date of birth			Gender		Nationality	Former Surname (if applicable)
Day	Month	Year	Male	Female		
Email address						Telephone number

2: Qualifications and English language proficiency

Do you have a Degree or equivalent? If yes, please give details below	Yes	No
Name of qualification and subject		
Institution name		
Month/year awarded		

Do you have a Teaching Qualification? If yes, please give details (please select the most relevant one)	Yes	No
Name of qualification and subject		
Institution name and location		
Month/year awarded		

3: English Language proficiency

Is English your first language?	Yes	No
If English is not your first language, please specify		
What is your English language level? (Please state the CEFR level if possible)		
What proof can you give of your English language level? For example, English language exam taken (include details about the level, exam board etc.), language proficiency interview conducted by TL		

3: English Language Teaching Experience

Please give your most recent relevant experience, up to a maximum of three roles

Date (month/year)	Employer (Name / Location)	Duties (include details of ages and level taught)
From		
To		
From		
To		
From		
To		

Total number of hours experience as an EFL/ESOL Teacher	Less than 1800	Between 1800 - 3000	More than 3000
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4: Young Learners Experience (if applicable)

If you are being nominated for YL/ for schools please give details of the age groups and experience gained

5. Please put an X in the appropriate box(es) to indicate which level(s) you are applying for (please ensure that Section 3 corresponds)

A2 Key/Key for Schools		B1 Preliminary/ Preliminary for Schools		B2 First/First for Schools	
C1 Advanced		C2 Proficiency			
B1 Business Preliminary		B2 Business Vantage		C1 Business Higher	
Pre A1 Starters		A1 Movers		A2 Flyers	

You will be asked to sign a declaration stating the following:

I give permission for Cambridge English to make recordings of Speaking tests and quality assurance events in which I participate as part of my role as a Speaking Examiner, and to make copies or transcriptions of such recordings. I understand that the recordings will be used only for the following purposes:

- a) analysis for research and validation internally within Cambridge English, including second marking and examiner monitoring for quality control;
- b) externally by approved researchers, subject to strict conditions consistent with accepted research practice in the field, who may make manual or electronic copies;
- c) parts of recordings or parts of transcriptions may be used for TL and SE induction, training, certification and monitoring events and activities and for presentation at professional development events such as training seminars and conferences. I hereby waive any right to be identified as the author of the work.

I agree that if approved as a Cambridge English Speaking Examiner, I will comply with all requirements for examining conduct, confidentiality and co-operation as set out in the relevant *Instructions to Speaking Examiners* and *Guidance and Code of Practice for Speaking Examiners and Team Leaders*.

I am able to access the internet routinely via broadband connection.

FOR A1 STARTERS, A1 MOVERS OR A2 FLYERS SPEAKING TESTS ONLY

I hereby certify that in undertaking the position of Speaking Examiner for the Pre A1 Starters, A1 Movers and A2 Flyers, I understand that I shall be responsible for examining children between the ages of 7 and 12 on a one-to-one basis. I declare that I am a fit person to undertake such work and that I comply with current local legislation relating to working with children in this context.

Note to the centre: Please submit the online nomination form in order to nominate a new SE – this pdf form is for your use to send to applicant SEs if required and will not be processed as a nomination.