

Information of Online Registration, Payment and IELTS Test Implementation

What you need

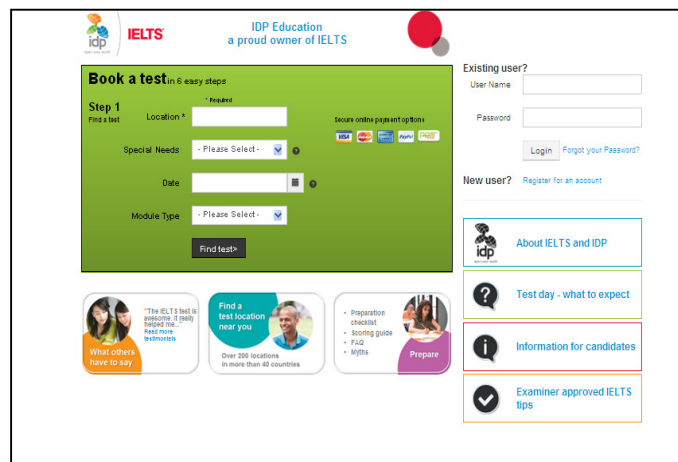
1. Original ID (Passport/Indonesia ID - KTP) – You will need to UPLOAD this document
2. VISA / Master Card or Pay Pall Account
- You will receive an immediate confirmation email.

How to book and pay for a test

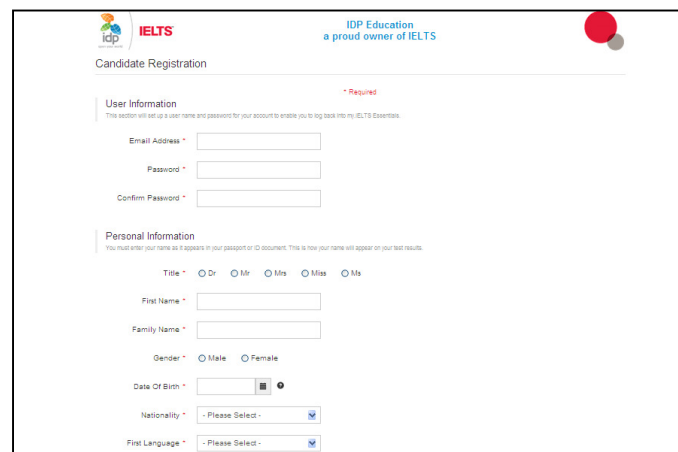
Register Online today in just **4 easy steps**

1. New User? Register for an account

Go to <https://my.ieltsessentials.com> and click **register for an account** for create your my.essentials account. Please click **Continue** then will be pop up show **Terms and Condition** (Scroll down and Tick). Then you click **Submit** and **Confirm**.



The screenshot shows the 'Book a test' page on the IELTS website. The page is titled 'Book a test' and '4 easy steps'. It features a green sidebar with the following fields: 'Step 1: Pick a test', 'Location *', 'Special Needs' (with a dropdown menu), 'Date', and 'Module Type' (with a dropdown menu). A 'Find test' button is at the bottom of the sidebar. To the right of the sidebar, there are 'Existing user?' and 'New user?' sections. The 'Existing user?' section has 'User Name' and 'Password' input fields, a 'Login' button, and a 'Forgot your Password?' link. The 'New user?' section has a 'Register for an account' link. Below these sections, there are several informational cards: 'What others have to say', 'Find a test location near you' (with 'Over 200 locations in more than 40 countries'), 'Preparation checklist' (with 'Preparation checklist', 'Scoring guide', 'FAQ', and 'Myths'), 'About IELTS and IDP', 'Test day - what to expect', 'Information for candidates', and 'Examiner approved IELTS tips'.



The screenshot shows the 'Candidate Registration' form. The form is titled 'Candidate Registration' and has a 'Required' label. It is divided into two main sections: 'User Information' and 'Personal Information'. The 'User Information' section includes 'Email Address *', 'Password *', and 'Confirm Password *' input fields. The 'Personal Information' section includes 'Title *' (with radio buttons for 'Dr', 'Mr', 'Ms', 'Miss', 'Ms'), 'First Name *', 'Family Name *', 'Gender *' (with radio buttons for 'Male' and 'Female'), 'Date Of Birth *', 'Nationality *' (with a dropdown menu), and 'First Language *' (with a dropdown menu).

2. Book a test

a. Log in or back to home <https://my.ieltsessentials.com> and Choose **Location** by selecting; Country, City (example: South Jakarta, Kelapa Gading, Bandung, Semarang), Choose IELTS Test **Date** and **Module** taken. Please click **Find test** and **tick** your select and click **Continue**.

The screenshot shows the 'Book a test' wizard on the IDP Education website. The page is titled 'Book a test in 6 easy steps'. The first step is 'Find a test', which includes a 'Location' dropdown set to 'IDP South Jakarta', a 'Special Needs' dropdown set to 'Please Select', a 'Date' field set to '08 Sep 2014', and a 'Module Type' dropdown set to 'Academic'. A 'Find tests' button is visible. To the right, there are links for 'About IELTS and IDP', 'Test day - what to expect', 'Information for candidates', and 'Examiner approved IELTS tips'. Below the main form, there are three promotional cards: 'What others think to say', 'Find a test location near you', and 'Prepare'.

The screenshot shows the 'Available sessions for' page. The 'Booking Wizard' is on the left, with 'Step 1: Select a Test Date' highlighted. The main form shows the same search criteria as the previous screenshot: Location 'IDP South Jakarta', Special Needs 'Please Select', Date '08 Sep 2014', and Module Type 'Academic'. A 'Find Sessions' button is present. Below the form is a table of available sessions:

Test Date	Test Centre	Location	Notes	Select
Sat, 08 Sep 2014 Academic	IDP Education - South Jakarta Office	South Jakarta IDP		<input type="checkbox"/>

Buttons for 'Cancel booking' and 'Continue' are at the bottom.

b. Complete your **Candidate Details** please answer the questions with an asterisk (*) and click **Continue**.

The screenshot shows the 'Candidate details' page. The 'Booking Wizard' on the left indicates 'Step 3: Candidate Details' is the current step. The main form is divided into several sections: 'User information' (Email Address: rasy.marlou@yahoo.com), 'Personal information' (Title, First Name: Amir, Family Name: Zanni, Gender: Male, Date of Birth: 17 Aug 1998, Nationality: Indonesia, First Language: Indonesian), 'Contact Details' (Telephone: 62217562338, Mobile: 081289148374), and 'Occupation & Education' (Occupation Level: Employee (Middle or Junior), Occupation Sector: Administrative services, Education Level: Secondary up to 16 years).

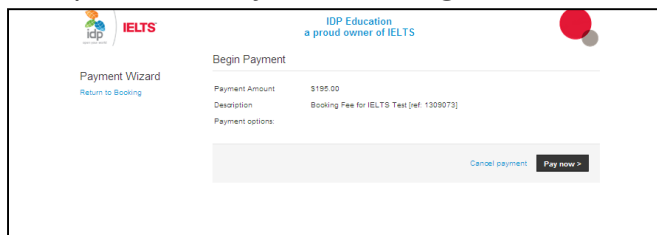
e. Complete your **application details** and **upload** your scanned documents (passport or Indonesia National I.D. Card).

d. Please click **Continue** or please ask the IELTS staff for a list of STED RO (Electronic Result for Recognising Organisation) Click Add and Continue.

e. Confirm your test date and details with click **You have accepted the Terms and Conditions** and Scroll down, Tick and **Continue**. Please be aware **you can't postpone or cancel within 5 weeks** before IELTS test date.

3. Begin Payment (Pay for your test)

a. **Payment Online by Credit Card** please click **Pay Now, Buy by**, Select PayPal and click Buy as Guest and Input the data you're a billing.



b. **Payment Offline** and send your payment receipt before 24 hours to email:

ielts.indonesia@idp.com

1. Cashier IDP for Jakarta/Bandung (Cash IDR, Debit Mandiri & Credit Card+1,9%)
2. Transfer to YAYASAN PENDIDIKAN AUSTRALIA
Account Number (IDR): 880-1703319
Branch Commonwealth Bank – Wisma Metropolitan 2, Jakarta
For transfer with IDR flat rate IDP per-month, please call (6221) 7262335 with IELTS staff for payment detail. Please write your name and date of your test and inform the last 4 digits of your ATM card on your email.
3. Deposit USD195 to YAYASAN PENDIDIKAN AUSTRALIA
Account Number (USD): 880-2703319
Branch Commonwealth Bank – Wisma Metropolitan 2, Jakarta

4. Finger Scanned and Photo Taken

If you take the test at IDP Pondok Indah, IDP Kelapa Gading, IDP Bandung, IDP Semarang and IDP Yogyakarta you must come to those venues at least two days before the test date to have your picture taken and finger scanned. You must bring your original Passport as submitted online. If you take your test other than at the above two venues then you may just come on the day of the test and have your picture taken and finger scanned on the test day. Don't forget to bring your original Passport as submitted.

5. Schedule and IELTS Test Venue

All candidates must arrive at the location at 8.00am. The IELTS test will commence at 8.30am. If you arrive late at the venue on the day of the test or do not bring the original

identity (passport/KTP), you will not be admitted to sit the test and your fee will not be refunded.

Speaking schedule for all candidates will be informed on the day of test date. If the speaking schedule can't be conducted at the same day, it will be informed to candidates at least two days before the test date.

a. IDP South Jakarta

- Listening, Reading & Writing test at 08.00 -12.00am at Raffles International Christian School (Yayasaan Pendidikan Kristen Ora et Labora) Jl. Gedung Hijau I no.1, Pondok Indah, Jakarta Selatan 12310.
- Speaking test on schedule (please come early) at IDP Education Pty. Ltd. (South Jakarta - IELTS test centre office) Ruko Plaza 5 Pondok Indah Blok D19, Jl. Margaguna Raya, Jakarta Selatan 12140.

b. IDP Bandung

- IELTS test for all sections will be conducted at IDP Bandung office.
- If the speaking schedule can't be conducted at the same day, it will be informed to candidates at least two days before the test date.

c. IDP Semarang

- IELTS test for all sections will be conducted at TBE (The Bright English), Jl. Imam Bonjol 116, Semarang.
- If the speaking schedule can't be conducted at the same day, it will be conducted at IDP Semarang Office. The speaking schedule will be informed to candidates at least two days before the test date.

d. IDP Yogyakarta

- IELTS test for all sections will be conducted at Pusat Pelatihan Bahasa Universitas Gadjah Mada, Jl. Sekip Utara, Bulaksumur, Yogyakarta

e. IDP Medan

- IELTS test for all sections will be conducted at Karibia Boutique Hotel, Kompleks Centre Point, Jl. Timor Blok J no. I-IV, Medan 20231.
- If the speaking schedule can't be conducted at the same day, it will be conducted at IDP Medan Office. The speaking schedule will be informed to candidates at least two days before the test date.

For other venues except above, the speaking test is conducted at the same venue.

Ready ?

<https://my.ieltsessentials.com>