Results Online user guide for candidates

https://results.cambridgeassessment.org.uk/candidates/

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1.0 Introduction

The Results Online system was developed to enable candidates and centres to retrieve their results online for admissions tests administered by Cambridge Assessment Admissions Testing. This system replaces paper-based results which were previously sent to candidates via centres. The Results Online system acts as a secure online facility for registered centres and candidates to retrieve their results for admissions tests administered by the Cambridge Assessment Admissions Testing:

- English Literature Admissions Test (ELAT)
- Thinking Skills Assessment (TSA) Cambridge and Oxford (Section One results only)
- Sixth Term Examination Paper (STEP) Mathematics.

Screenshots shown in this user guide may vary slightly from the screens that you view with your browser. Different browsers can display websites differently and we may also make some amendments to the site. The dates displayed in screen shots are subject to change; current information will always be displayed through Results Online or on our website www.admissionstesting.org/.
2.0 Not registered?

All candidates must register before they are able to retrieve their results online. By clicking on the ‘First Time User’ button they will be taken to the registration screen.

2.1 Registration

By completing the registration form using the unique information supplied to each candidate, candidates will be able to use Results Online to retrieve their results on the advertised results release date for their test.
2.2 Confirm Registration

Once the registration form has been completed, a confirmation code will be sent to the email address entered on the form. Candidates must re-enter the password entered on the previous screen before clicking ‘Complete Registration’.

2.3 Registration complete

After clicking on ‘Complete Registration’ candidates will see the screen below. When this screen displays candidates are fully registered and can continue to ‘Log in to the Results Online service’.
3.0 Already registered?

After registering, candidates can log in using their PIN and password. Results Online for candidates contains three sections: My Results, My Profile and Help.

3.1 My Results

The ‘My Results’ tab displays information relating directly to the candidate’s results:

Note that results are only available to candidates up to the next test session. If results have not yet been released, the statement ‘Results for this test are not available to you’ will be visible.
3.1.1 Test Results
Candidates’ test results will be displayed as the assessment section, the section title and the result the candidate has achieved, including an overall result where appropriate.

<table>
<thead>
<tr>
<th>STEP</th>
<th>Results reported per paper</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELAT</td>
<td>Overall score</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TSA Oxford</th>
<th>Section One results are reported as Critical Thinking, Problem Solving and an Overall score</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Section Two is not marked by Cambridge Assessment Admissions Testing, therefore no result is displayed</td>
</tr>
</tbody>
</table>

| TSA Cambridge | Section One results are reported as Critical Thinking, Problem Solving and an Overall score |

3.1.2 Statement of Results
Candidates do not receive any paper-based results from Cambridge Assessment Admissions Testing; a PDF Statement of Results is available for candidates to download, which acts as proof of results. The Statement of Results contains the results information listed under the ‘My Results’ tab, along with some explanatory notes. A more detailed explanation can be found in the accompanying Explanation of Results.

3.1.3 Explanation of Results
An Explanation of Results is produced for each test session and is designed to help candidates understand their results in relation to all other candidates who sat the test. The Explanation of Results is available to download as a PDF from Results Online and also from our website: www.admissionstesting.org/.
3.2 My Profile

The ‘My Profile’ tab allows candidates to change their registered email address or password, or to volunteer for research with Cambridge Assessment Admissions Testing.

3.2.1 Change email address

The email address currently registered will display at the top of the box next to ‘Current Email Address’. Candidates may change their registered email address. The registered email address will be used when sending out forgotten passwords.

3.2.2 Change password

Passwords may be changed by candidates; passwords must be at least 8 characters long and must contain at least 2 numbers.

3.2.3 Volunteer for research

Cambridge Assessment Admissions Testing occasionally wishes to approach past candidates for help with research. More information about volunteering can be found in the Help section. Cambridge Assessment Admissions Testing will never pass details on to third party organizations.
3.3  Help

The ‘Help’ tab includes Frequently Asked Questions, contact information for Cambridge Assessment Admissions Testing and more information about our admissions tests.

3.3.1  Frequently asked questions

To see the answer to a frequently asked question, click on the question and the response will be displayed below the question. More than one answer can be viewed at a time. To hide the answer, click on the question again.

3.3.2  More information

Our website, www.admissionstesting.org/ contains detailed information about all the tests administered by Cambridge Assessment Admissions Testing and about how to prepare for the tests.
4.0 Forgotten Password

If a candidate forgets their password they can use the ‘Forgotten your password?’ link on the login page of Results Online to have their password reset and emailed to their previously registered email address.

If a candidate cannot provide these details, they should contact Cambridge Assessment Admissions Testing.

5.0 Contact us

Our support team is available Monday–Friday, 8:30am–5pm GMT/BST to answer any queries that are not covered on our website or in our user guides. You can ‘submit a request’ for assistance at: https://support.admissiontesting.org/hc/en-gb
We are Cambridge Assessment Admissions Testing, part of the University of Cambridge. Our research-based tests provide a fair measure of skills and aptitude to help you make informed decisions. As a trusted partner, we work closely with universities, governments and employers to enhance their selection processes.

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Admissions tests support:
admissionstesting.org/help