

Καλησπέρα σας,

Σε περίπτωση που κάποιος έχει χάσει το πιστοποιητικό του, πρέπει να κάνει αίτηση επανέκδοσης μέσα από την πλατφόρμα του Φορέα PEARSON ακολουθώντας τα βήματα που περιγράφονται στο <https://qualifications.pearson.com/en/forms/replacement-certificates.html>.

1) Βήμα 1ο: “Service selection” επιλέγετε την πρώτη κουκίδα που αναφέρει “Replacement of original certificate”.

The screenshot shows the 'Step 1/5: Service selection' form. At the top, there is a navigation bar with the Pearson logo and 'Qualifications' text, followed by menu items: 'Our qualifications', 'Subjects', 'Support', 'About us', 'Contact us', and 'INT'. A notification box states: 'All fields marked with * must be completed before submitting this form'. The main heading is 'Step 1/5' with the subtitle 'Service selection'. Below this, there is a section 'Select service (choose one option only) *' with four radio button options: 'Replacement of original certificate' (which is selected), 'Amendment to name on original certificate', 'Share official document(s) with third party', and 'Customised letter for vocational qualification'. A 'Next' button is located at the bottom right of the form area. On the right side of the page, there is a vertical 'FEEDBACK' button.

2) Βήμα 2ο: Συμπληρώνετε την αίτηση με λατινικούς χαρακτήρες και κεφαλαία γράμματα. Η διαδικασία της επανέκδοσης κοστίζει περίπου 75€.

The screenshot shows the 'Step 2/5: Qualifications' form. The navigation bar is identical to the previous step. The main heading is 'Step 2/5' with the subtitle 'Qualifications'. The form contains several fields: 'Qualifications' (dropdown menu with 'ESOL' selected), 'Year/month of examination' (text input with 'Sep 2019'), 'Add another year/month of examination' (checkbox labeled 'Yes'), 'Course title' (text input), 'Centre information' section with 'Centre name' (text input, marked with an asterisk), 'Centre name' (radio buttons for 'Today, centre name is the same' and 'Today, centre name is different'), 'Centre address (examination time)' (text input, marked with an asterisk), 'Street Address Line 2' (text input), 'Country' (dropdown menu with 'Greece' selected, indicated by a red arrow), 'Centre address' (radio buttons for 'Today, centre address is the same' and 'Today, centre address is different'), and 'Centre number' (text input). A vertical 'FEEDBACK' button is visible on the right side.

Centre address Today, centre address is the same
 Today, centre address is different

Centre number

Additional information if you apply for:

Customised letter for vocational qualification please provide as much detail as possible about the purpose of the letter and who it is for.

Amendment to name on original certificate please explain what you would like to change and why.

Share official document(s) with third party please provide as much detail as possible about what you and/or the third party need.

Any other service please provide any additional information helpful to find your results.

If you want us to include a Student ID/reference number on the delivery package, it should be noted here. Please make a note of both the reference number and the third party it is for.

Additional information

Service options

Service type (standard) 20 working days / Replacement certificate £43

Θα πρέπει να γνωρίζετε τα ακριβή στοιχεία όπως μήνα και έτος εξέτασης.

Τα πεδία με κόκκινο αστεράκι είναι υποχρεωτικά.

Στο πεδίο **Qualification Type** πατάτε το δεξί βελάκι και επιλέγετε αυτό που γράφει **ESOL**.

Στο πεδίο **Name of School/Centre ή School/Centre Address**, συμπληρώνετε τον νομό που εξεταστήκατε. πχ. ATHENS ή TRIKALA

Στο πεδίο **Additional info** συμπληρώνετε το όνομα του πιστοποιητικού (certificate PTE GENERAL ή certificate EDI/LCCI).

Επίσης κάνετε κλικ στο χρόνο αποστολής που αναφέρει: **Service type (standard) → 20 working days**

3) Βήμα 3^ο: Συμπληρώνετε τις πληροφορίες για τον υποψήφιο όπως όνομα επίθετο κ.α.

Pearson | Qualifications Our qualifications Subjects Support About us Contact us INT Feedback

Step 3/5

Candidate information

Candidate information I am applying for myself (I am the candidate)
 I am applying for someone else (I am not the candidate)

Candidate first name

Candidate last name
examination time

Candidate last name Today, last name is the same
 Today, last name is different

Candidate number

Date of birth
DD MM YYYY

Phone number

Email

Please note that following the submission of your application you will receive an email asking you to securely upload ID. This will be needed to process your request.

FEEDBACK

4) Βήμα 4^ο: Συνεχίζετε στην επόμενη φόρμα όπου γράφετε τη διεύθυνση που θα σταλεί το πιστοποιητικό. (Στα λατινικά)

Στο πεδίο address line 1 γράφετε την διεύθυνση που θέλετε.

Πρέπει οπωσδήποτε να κάνετε κλικ στη φράση: *I WOULD LIKE MY DOCUMENTS COURIERED TO THIS ADDRESS* με χρέωση συν 20 rounds.

Άρα συνολικά το ποσό θα είναι 63 rounds δηλαδή 75€.

Step 4/5

Delivery information

You can add a maximum of two addresses and you can send each document to one address plus a 3rd party.

- Delivery information ▾
- Candidate
 - Applicant name
 - Other

Name *

Address *

Street Address Line 2

Greece
Country

£20 extra I would like my document couriered to this address (Courier charges are £7 for UK and £20 for International delivery)

Phone number *

Add address Yes

FEEDBACK

5) Βήμα 5ο: Επιλέγετε το "I agree to terms & conditions".

Step 5/5

Submit request

Please note: You must accept the terms and conditions on this page and press 'Submit'. You will then be taken to the payments screen to confirm your payment details. Failure to submit your application on this page or confirm your payment details on the next page will result in your application being voided and you will need to start a new application from the beginning.

The total cost will be the sum of: service + UK or International courier delivery per address (if the courier option was selected)

I agree to [terms & conditions](#). *

Pearson would like to keep you updated with information on our range of products and services.

If you don't want to receive this information, please tick this box.

Your personal data will be processed by Pearson in accordance with the General Data Protection Regulation (GDPR) and our [Privacy Notice](#).

FEEDBACK

Privacy and Cookies

This Pearson website stores cookies on your computer which help us make the website work better for you.

6) Βήμα 6^ο: Έχει καταχωρηθεί η αίτησή σας στο καλάθι της Pearson και πατάτε στη συνέχεια "Checkout".

Hit 88.9 - Αθήνα on LI | x | Unicert - Universal Certificat... x | in.gr | Όλες οι ειδήσεις - Ο... x | PTE Greece | FAQs x | www.pearsonschoolsandfe... x

pearsonschoolsandcolleges.co.uk/ecommerce/basket.aspx?d=h&st=RC%0A

P Pearson Contact Help

Basket

The items you have selected appear in the basket below. After you have reviewed your basket you can checkout.

SERVICE ITEMS	PRICE £	VAT-RATED?	QTY	SAMPLE	REMOVE	TOTAL £
Standard Certificate Service with International Courier Delivery ISBN: 9781446960400	63.00	No	<input type="text"/>		<input type="checkbox"/>	63.00

Checkout

Order Information

Payment Types
Credit or debit card

2:01 μμ 9/9/2019

7) Βήμα 7^ο: Κάνετε εγγραφή πατώντας "Register new account".

Hit 88.9 - Αθήνα on LI | x | Unicert - Universal Certificat... x | in.gr | Όλες οι ειδήσεις - Ο... x | PTE Greece | FAQs x | www.pearsonschoolsandfe... x

pearsonschoolsandcolleges.co.uk/ecommerce/login.aspx?d=h&st=RC

P Pearson Contact Help

Login or register new account

Returning Customers

Simply add your email address and password, and click 'Login'.

Email

Password [Forgotten your password?](#)
(case sensitive)

By logging in you are accepting our [Purchase Terms & Conditions](#) and [Privacy Policy](#).

Login

Register new account

Registration only takes a few minutes, and you can pay using your credit/debit card.

> Register account

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2:02 μμ 9/9/2019

8) Βήμα 8^ο: Επιβεβαιώνετε τα στοιχεία σας και δημιουργείτε ένα νέο κωδικό ώστε να μπαίνετε να βλέπετε στη συνέχεια την εξέλιξη της αίτησής σας.

The screenshot shows a web browser window with the URL www.pearsonschoolsandcolleges.co.uk/ecommerce/regdetails.aspx. The page header includes the Pearson logo and navigation links for 'Contact' and 'Help'. The main heading is 'New customer registration'. Below this is a section titled 'Customer Details' which contains the following fields and options:

- All fields are required.
- Title: A dropdown menu with 'Title...' selected.
- First name: A text input field with a blacked-out value.
- Last name: A text input field with a blacked-out value.
- Telephone: A text input field with a blacked-out value.
- (this is so we can phone you if there are any problems with your order)
- Email address: A text input field with a blacked-out value.
- Email address again: A text input field with a blacked-out value.
- Password: A text input field with red dots indicating masked characters.
- Password again: A text input field with red dots indicating masked characters.
- (password is case sensitive, minimum 6 characters)

Below the form, there are two checkboxes:

- We will occasionally email you with details of offers, special discounts and product news. Please tick NOT to receive these.
- Remember me on this computer

The 'Terms and Conditions' section includes a checkbox:

- Please tick to accept our [Purchase Terms & Conditions](#) and [Privacy Policy](#).

A blue 'Next' button is located at the bottom of the form.

The Windows taskbar at the bottom shows the system tray with the date and time: 2:03 PM, 9/9/2019.

9) Βήμα 9^ο: Επιλογή "Pay by card"

Hit 889 - Αθήνα on LV | Unicert - Universal Certificat | ingr | Όλες οι εγρήσεις - Ο | PTE Greece | FAQs | www.pearsonschoolsandfe...
pearsonschoolsandfeccolleges.co.uk/ecommerce/purchaseProcess.aspx

Pearson Contact Help

How would you like to pay ?

Credit Card Details -

I'd like to pay by debit/credit card.

Pay by Card

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10) Βήμα 10^ο: Επιλογή "Billing Address outside UK".

Hit 889 - Αθήνα on LV | Unicert - Universal Certificat | ingr | Όλες οι εγρήσεις - Ο | PTE Greece | FAQs | www.pearsonschoolsandfe...
pearsonschoolsandfeccolleges.co.uk/ecommerce/regccaddress.aspx

Pearson Contact Help

Address details

Please specify your location

Billing Address in UK
 Billing Address outside UK

< Back **Next >**

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11) Βήμα 11^ο: Σημειώνετε τα στοιχεία αποστολής ώστε να αποσταλεί η απόδειξη της πληρωμής.

Hit 88.9 - Αβήνω on LI... | Unicert - Universal Certific... | My ingr | Όλες οι ειδήσεις - Ο... | PTE Greece | FAQs | www.pearsonschoolsandfe... | +

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🔒 pearsonschoolsandcolleges.co.uk/ecommerce/regccaddress.aspx

Pearson Contact Help

Address details

Credit card billing address —

* indicates required field ** required for United States and Canada

Country*

Address 1*

Address 2

Town/City*

Country/Region/State

Zip/Postal code**

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9/9/2019

12) Βήμα 12^ο: Επισκόπηση της παραγγελίας με τα στοιχεία σας.

Hit 88.9 - Αβήνω on LI... | Unicert - Universal Certific... | My ingr | Όλες οι ειδήσεις - Ο... | PTE Greece | FAQs | www.pearsonschoolsandfe... | +

← → ↻ 📄 🌟 🛡️ 🗄️

🔒 pearsonschoolsandcolleges.co.uk/ecommerce/ordersummary.aspx

Pearson Contact Help

Submit your order

Your order reference —

* indicates required field

Delivery to (or account holder)*

Payment details — **Delivery details** —

Credit or debit card (not yet processed)

Billing address:
██████████
██████████ Greece

Dispatching to:
██████████ Greece, 78956

Delivery method: Royal Mail or courier (if courier was selected)

SERVICE ITEMS	PRICE £	VAT-RATED?	QTY	SAMPLE	REMOVE	TOTAL £
Standard Certificate Service with International Courier Delivery ISBN: 9781446960400	63.00	No	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="checkbox"/>	63.00

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9/9/2019

13) Βήμα 13^ο: Η επόμενη φόρμα είναι για την πληρωμή με κάρτα. Πληρώνετε με κάρτα πιστωτική ή χρεωστική από όπου θα τραβήξουν το ποσό. Πρέπει να γράψετε το αριθμό που αναγράφει η κάρτα επάνω και όχι το iban, την ημερομηνία που λήγει και τον κωδικό ασφαλείας.

PEARSON
Card Details

Payment Details * Required field

Card Type *

VISA Visa Mastercard
 Amex Maestro Int.

Card Number *

Expiry Date *

Security Code * This code is a three or four digit number printed on the back or front of credit cards.

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UK
0845 630 11 11
Outside the UK
+44 1279 623925
Secure Shopping
Verified by VISA
Mastercard
SecureCode

Windows taskbar: 2:11 μμ, 9/9/2019

Μετά από αυτό έχετε ολοκληρώσει τη διαδικασία και σας βγάζει επιβεβαίωση ότι η αίτησή σας έχει καταχωρηθεί επιτυχώς με έναν αριθμό πρωτοκόλλου.

Εφόσον ολοκληρώσετε την αίτηση στην πλατφόρμα οποιαδήποτε επικοινωνία γίνεται στο εξής αποκλειστικά με Αγγλία μέσω του <https://qualifications.pearson.com/en/contact-us/students.html>

Σε συνέχεια της αίτησής σας, θα σας αποσταλεί από την Αγγλία ταχυδρομικά η απόδειξη της πληρωμής σας και στη συνέχεια σε 2^η αποστολή το αντίγραφο του πιστοποιητικού.

*****Σε περίπτωση που χρειάζεστε άμεσα βεβαίωση και έχετε δώσει εξετάσεις πριν το Μάρτιο 2016 παρακαλούμε, όπως, αποστείλετε email στο γραφείο της Pearson, [Malgorzata Rozpara](mailto:malgorzata.rozpara@pearson.com) email: malgorzata.rozpara@pearson.com με το Ονοματεπώνυμο σας στα Αγγλικά, Πατρώνυμο, Ημερομηνία γέννησης και επίπεδο. Εφόσον έχετε δώσει εξετάσεις μετά το Μάρτιο 2016 μέχρι και σήμερα παρακαλούμε όπως αποστείλετε email στο fld@unicert.gr με το Ονοματεπώνυμο σας στα Αγγλικά, Πατρώνυμο, Ημερομηνία γέννησης και επίπεδο.**