

Learner ID Requirements for Remote Invigilation

You must have a valid form of ID ready to show to the remote invigilation system when prompted. This is so NCFE can verify you're the correct person to be sitting the assessment.

The ID you use must have your photograph on it and must be one of the following:

- Passport
- Photocard Driving Licence
- EEA Photocard Driving Licence
- National Identity Card
- Residence Permit issued by the Home Office
- Citizen Card
- Post Office PASS card
- MY ID card
- Proof of age Standards Scheme (PASS) Card

Please make sure you have one of the above available, **before** sitting the assessment; a **workplace photo ID will not be accepted**. If you're unable to provide a valid ID, your result will be delayed, and your assessment may be voided.

Display your ID

During the assessment set up process you will be asked to display your valid ID to the system and take a photo of it. This is so our invigilators can validate you are the correct person to be sitting the assessment.

When taking the photo, we ask you to cover all information on the ID other than your name, date of birth and photo.

When prompted by the system hold your ID directly in front of the camera and keep it as still and steady as possible. It needs to be close enough to fill the area on the screen. We recommend holding the photo in front of the camera for at least 5 seconds before taking the photo, as this produces a better quality, clearer image.

When you are happy with how your ID looks on the screen, and you're ready to take the photo, click **Take Photo**. After taking the photo, check that the image is clear and in focus before submitting. If it is not clear or in focus, you need to take the photo again, select **Retry** to retake the photo.

See the below example:



Please make sure you take a clear photo of your ID. If your ID is unclear and cannot be read, your result will be delayed, and your assessment may be voided.