

STUDENT ENROLMENT FORM

“HOW -TO GUIDE”



STUDENT ENROLMENT



STEP 1: LOGIN

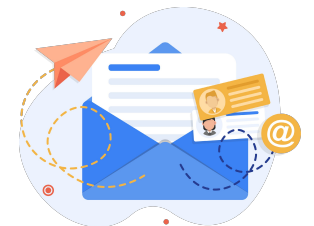
STEP 2: BEGIN ENROLMENT FORM

STEP 3: CONFIRM EXAM RESULTS

STEP 4: UPLOAD EXAM RESULTS

STEP 5: REVIEW & CONFIRM COURSES

STEP 6: SUBMIT ENROLMENT FORM



1

NEW APPLICATION

Use the button below to start a new application. You don't have to finish your application immediately. You can save it and continue later.

[Start New Application](#)

[Existing Users](#)

Username or Email address

Password

☐ Remember Me

[Login](#)

[Forgot your password?](#)
Trouble logging in?

LOGIN

1

Go to your school Admissions+ portal

2

Login using your email address & password.

3

Please check your emails for your username & password or use the “forgot your password” link



Form Status

Completed

Offer status

Pending

Reference Status

Opened

Subjects you wish to study
Spanish A Level, Sociology A Level,
A Level Mathematics



Application Form



Enrolment Form



2

BEGIN ENROLMENT FORM

Click to begin the enrolment phase of
your application.

3

CONFIRM EXAM RESULTS

Please enter your predicted GCSE grades. You can get these predicted grades by speaking with your subject tutors, your form tutor or Head of Year

Type	Title	Grade	Status	Qualification Level	Received date	
GCSE	English Language	7	Achieved		2020 June	
GCSE	English Literature	6	Predicted			
GCSE	Combined Science	7-7	Predicted			
GCSE	Mathematics	6	Predicted			
GCSE	Drama	7	Predicted			
GCSE	Psychology	7	Predicted			
GCSE	Government and Politics	8	Predicted			
GCSE	Physical Education	5	Predicted			
GCSE	Design and Technology	5	Predicted			

[Add grade](#)

Admissions⁺

1

Internal students will have their achieved grades already uploaded into the system

2

If you are an external student you are required to review and confirm your grades.

3

- Change the grades if needed
- Change the status of your results from 'Predicted' ☐ 'Achieved'
- Set the date you received your results.

UPLOAD EXAM RESULTS

4

1

Scroll down the page to '[Upload documents here](#)' and upload a copy of your exam result by clicking the '[Choose file](#)' button.

2

To upload another exam result Click '[Add Exam Result](#)'

3

Once you have uploaded all copies of your exam results, click '[Save & Next](#)' to the next step.

Exam Type	Subject	Grade	Status
GCSE	Government and Politics	8	Predicted
GCSE	Physical Education	5	Predicted
GCSE	Design and Technology	5	Achieved

[Add grade](#)

Please enter any additional information about your grades here

Upload documents here:

Copy of exam results

- [Choose File](#) No file chosen

[Add Exam Result](#)

Documentation for Additional Support

- [Choose File](#) No file chosen

[Add Additional Document](#)

[Save & Next](#)

5

REVIEW & CONFIRM COURSES

1

Review and confirm the courses you have chosen to study

2

If you would like to modify your course choices, click the 'x' icon on the course you want to remove

Admissions⁺

✓ Step 1 Education

✓ Step 2 Courses

Previous

A Level Art and Design × A Level Business Studies × A Level Geography ×

Finish

Subject to enrol

Your total learning hours 600

✓ Minimum learning hours 600

✓ Maximum learning hours 800

✓ Maximum subjects to be selected unlimited

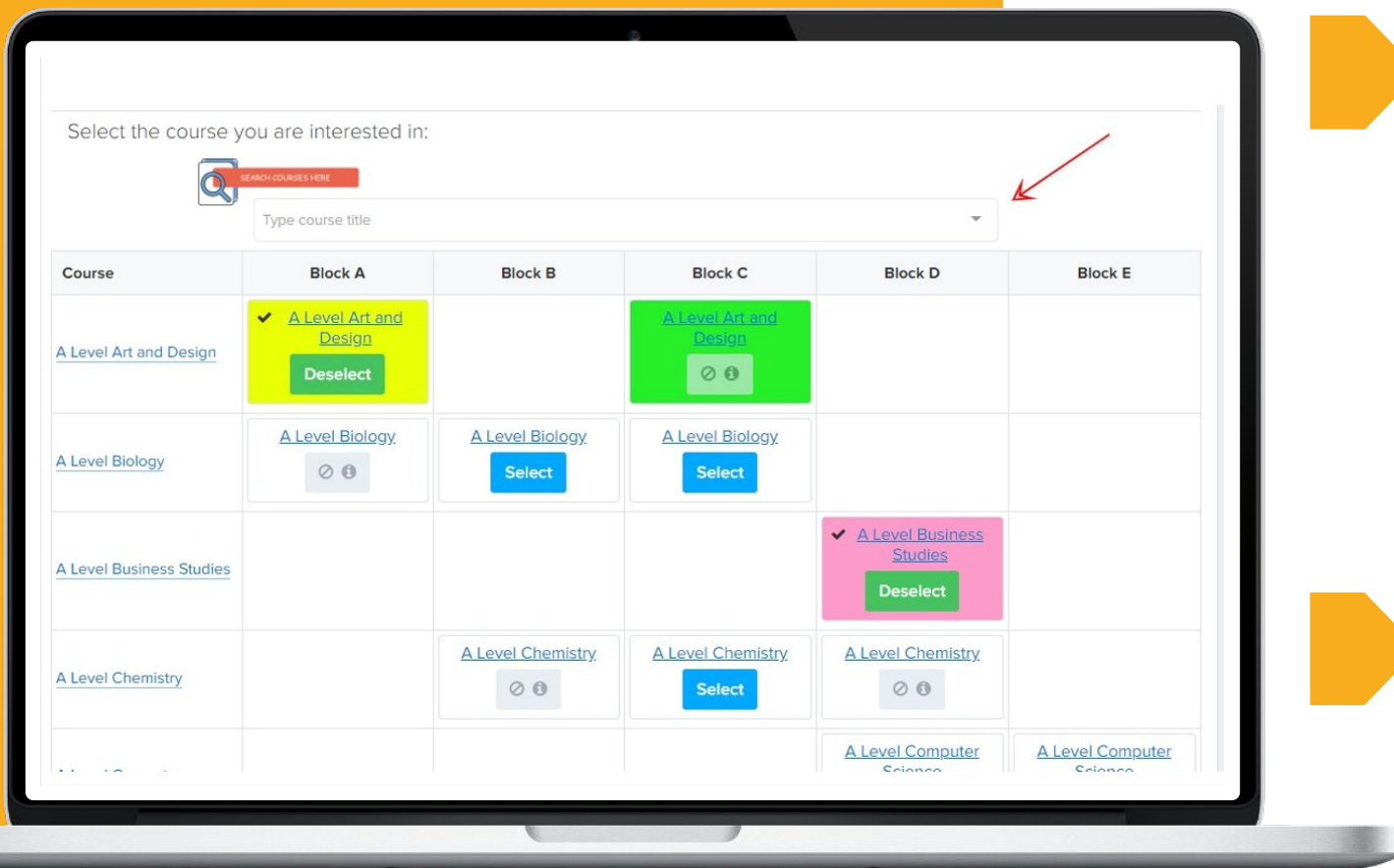
✓ Minimum subjects to be selected 1

Select the course you are interested in:

SEARCH COURSES HERE

Type course title

Course	Block A	Block B	Block C	Block D	Block E
A Level Art and Design	✓ A Level Art and Design Deselect		A Level Art and Design Deselect		
	A Level Biology	A Level Biology	A Level Biology		



Search for new courses:

- 1 Scroll through the list of courses in the table
- 2 Use the search bar

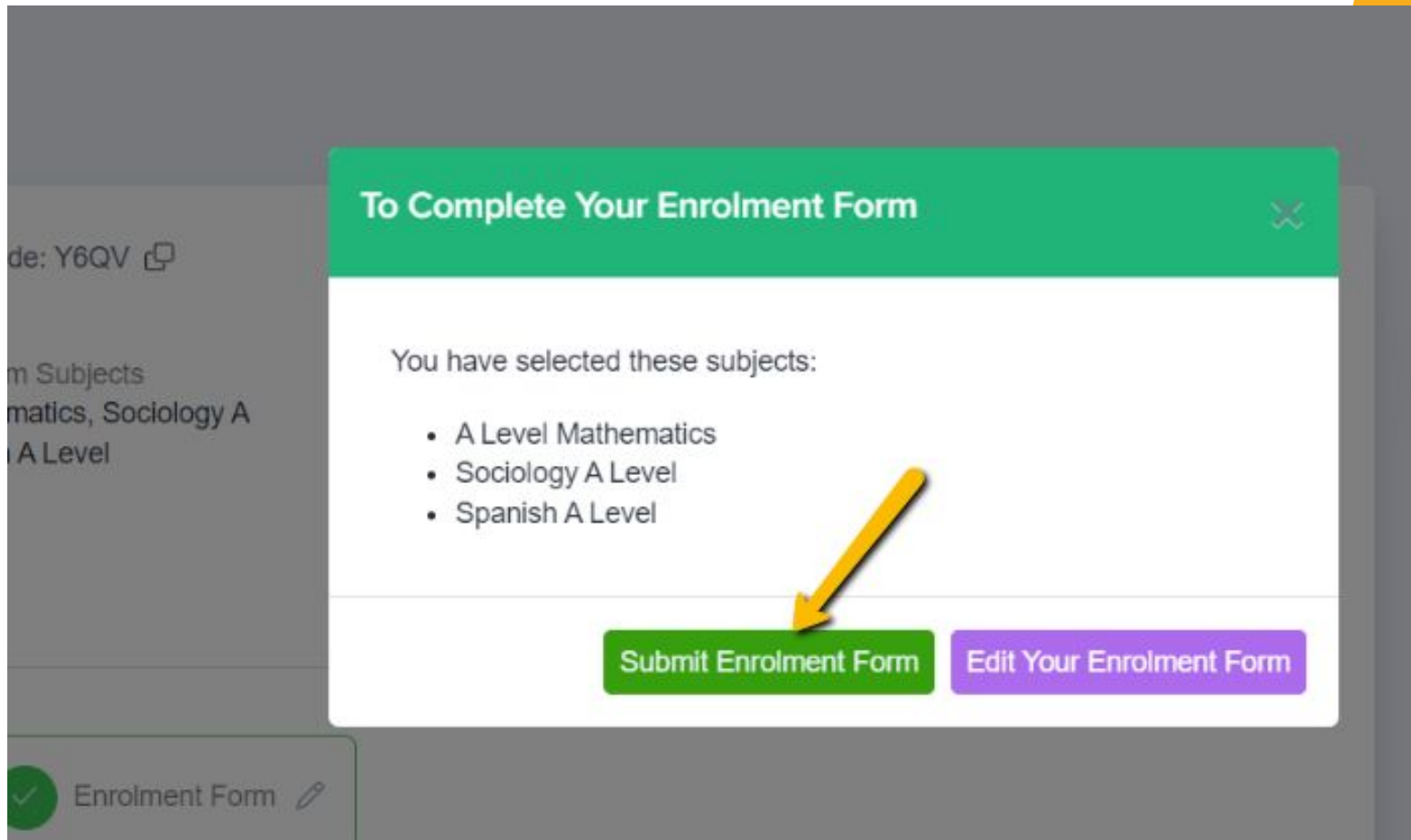
Select the course you would like to study and click 'Finish' on the top right hand corner to submit the courses you would like to study.

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REVIEW & CONFIRM COURSES

SUBMIT ENROLMENT FORM

Click 'Submit Enrolment Form' to save your changes and submit the Enrolment Form to the school.



The screenshot shows a web interface with a modal dialog box titled "To Complete Your Enrolment Form". The dialog box has a green header bar with a close button (X) in the top right corner. Below the header, the text "You have selected these subjects:" is followed by a bulleted list of subjects: "A Level Mathematics", "Sociology A Level", and "Spanish A Level". At the bottom of the dialog box, there are two buttons: a green "Submit Enrolment Form" button and a purple "Edit Your Enrolment Form" button. A yellow arrow points from the list of subjects down to the "Submit Enrolment Form" button. In the background, a sidebar is partially visible with the text "de: Y6QV", "m Subjects", "matics, Sociology A", and "A Level". At the bottom left of the sidebar, there is a green checkmark icon and the text "Enrolment Form" with a pencil icon.

de: Y6QV

m Subjects
matics, Sociology A
A Level

You have selected these subjects:

- A Level Mathematics
- Sociology A Level
- Spanish A Level

Submit Enrolment Form Edit Your Enrolment Form

✓ Enrolment Form

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THANK YOU