

# Woodford County High School

## 6<sup>th</sup> Form Online Application Form

### Instructions

These instructions are designed to help you complete the on-line application as smoothly as possible; we recommend you read through these instructions before you attempt to complete the on-line form.

### WCHS Sixth Form Entry Criteria: Minimum entry requirements

All applicants need a minimum average capped GCSE point score\* of 6 (see table below).

All applicants need to have GCSE grade 6 or above in English Language (or English Literature) and Mathematics.

All applicants need to have GCSE grade 6 or above in the subject (or related subject) they wish to study, with exceptions in Mathematics and the Sciences:

- Applicants wishing to study A Level Mathematics and/or Physics need to have GCSE grade 7 or above in Mathematics.
- Applicants wishing to study A Level Further Mathematics need to have GCSE grade 8 or above in Mathematics and a capped average point score of 7.3 or above.
- Applicants wishing to study A Levels in either Biology, Chemistry and Physics **must have studied Triple Science for GCSE** and achieved grade 7 or above in the specific subject they wish to study at A Level.

All applicants must be under 17 years of age on 31st August of the calendar year of proposed admission. (Any applicant for whom this is not the case should write to the Head of Sixth Form requesting consideration of their circumstances.)

The school will refuse admission to any applicant who fails to provide authentic, valid and bona fide documentation in support of her application.

### Calculating Av. GCSE point score:

Points	9	8	7	6	5	4	3	2	1	0
Full GCSE (A*-G)	N/A	A*	A	B	C	D	E	F	G	U
Full GCSE (9-1)	9	8	7	6/5	4	3	2	1	N/A	U

*\*average 'capped' GCSE point score is the average of the best 8 GCSEs.*

## Pathway 3 Applicants

In addition to the above, Pathway 3 applicants must achieve a capped average points score at GCSE of at least 8. Exceptions may be made in specific individual circumstances. Please contact the school if you would like further clarification on this.

## Oversubscription

Applicants for the Sixth Form may be in Year 11 at Woodford or following GCSE courses elsewhere. In the case of over-subscription, places will be offered first to internal applicants, then to external applicants. A minimum of 30 places will be offered each year for appropriately qualified girls from other schools. The entry criteria (identified above) are the same for both groups. Students are admitted based on the availability of places in the timetabled classes for each subject. In the event of courses being oversubscribed, then the following criteria will be applied to external candidates who fulfil the minimum academic entry requirements in order to determine admissions:

1. Looked after children and those with a statement of special educational needs.
2. Highest average predicted capped points score.
3. Proximity to the school.

## What you need before applying:

- Your tutor details (full name and their school e-mail address)
- Your full contact details
- Your own e-mail address
- Your mobile number
- Your GCSE predicted grades

**Note: You will not be able to save and come back to the form at a later time.**

**If you exit your internet browser before submitting your application, you will have to start the application process again.**

## Completing the online Application Form

*(Fields marked with an asterisk (\*) on these instructions are require fields)*

### Personal Details:

#### First Name(s)\*

Please enter all of your given names in the order in which they appear on official documents.

#### Surname\*

Your application will be registered under this name, and it should be used in all future correspondence with Woodford County High School. Your name should correspond exactly with the name on your passport.

### Date of Birth\*

Please provide these figures as requested, in Day/Month/Year format.

### Home Address\*

Home of residence. This is the postal address that will be used to contact you.

### Telephone: Home \*

Please enter your home land line number

### Telephone: Mobile\*

Please enter your mobile number. This is the number that will be used to contact you.

### E-mail Address:\*

Please enter your own e-mail address. **Please check that you have entered this correctly as confirmation of your application will be sent to this e-mail address.**

## Current School Details

### Home Educated

If you checked this enter the details for your home educator

### Present school Post Code\*

Enter your present School's Postcode (as you start to enter your school's postcode a list of schools will be displayed); select your school from the list.

### Telephone No\*

Please enter your present school's main telephone line number.

### E-mail Address\*

Please enter your present school's main e-mail address (please check your school website for this information)

### Name of Head of Year or Tutor)

Please enter the name of your Tutor/Head of Year

### Email Address

Please enter the e-mail address for the Tutor/Head of Year.

**The email address of your Tutor or Head of Year should be for their official school email address.** You should not supply their personal emails address such as 'Yahoo', Gmail or 'Hotmail' as these will not be accepted

## GCSE Examination Section

Please enter your predicted GCSE grades. If a subject is not shown on the screen please use the '**Add New Subject**' Button to add it (overtyping the field).

*Please ensure that your GCSE subject profile and predicted grades meet our entry requirements (see Page 1)*

### Proposed Studies

Please pick 3 subjects, only 3 out of the 4 blocks on the form.

All those wishing to study A Level Further Mathematics must study 4 A Levels.

### Fourth A Level

If you wish to be considered for a fourth A Level choose one subject from this list

If you do not wish to be considered for a Fourth A Level you are required to selected the Extended Project Qualification (EPQ)

### Submit Button

When you have completed the form please click on the '**Submit**' Button at the foot of the screen.

### Note:

If all fields have been completed correctly, a unique reference number will be issued and displayed on screen; you should make a note of this, although you will also have the opportunity to print off a hard copy print and you will receive confirmation via e-mail, to the address provided (**if this does not appear in your inbox please check your SPAM folder**)

If you have not provided all the required fields, you will be returned to the top of the form: scroll down through the form and correct your errors (these will be highlighted in red). Once you have made all your corrections press the **submit button** again and do not exit your browser until you are in receipt of your confirmation number.

***You may only submit one application form to the School***