

How to apply

- ❑ ALL applications are to be submitted online via the college website: www.holycross.ac.uk. The system is live from 1st October, 2018.
- ❑ Our closing date is Friday 7th December 2018.
- ❑ When we have received your application we will invite you into College for an interview so that we can discuss your chosen course and your application in general. These will take place from November 2018 onwards. The interview will be on a one-to-one basis. Your parents/carers are very welcome to attend on the night but would not be involved in the interview itself.
- ❑ You will know whether you have a place at Holy Cross 3 weeks after your interview (conditional on receipt of a suitable reference.)
- ❑ All new students who receive a conditional offer will be invited into College for New Students' Day which is being held on Friday 28th June, 2019.
- ❑ Enrolment begins on Thursday 22nd August, 2019 (GCSE results day). Students will be given their enrolment appointment at New Students' Day in June. **It is very important that students attend their scheduled appointment so it is advisable to avoid, if at all possible, booking holidays from GCSE results day onwards.**

At present, the **minimum** entry requirement for Advanced courses is 5 grade 4s at GCSE (the 5 grades must be earned in at least 4 distinct curriculum areas). To begin either 3 or 4 A Levels the tariff is higher than this. Please see the enclosed card or our website (www.holycross.ac.uk) for specific details. **Any specific changes to this will be communicated to students well in advance of their enrolment and before offers are made.**

Please note: If a grade 4 is not achieved in English Language and/or Maths, the student will be required to re-sit that subject.

Thank you for your interest in Holy Cross College.

D HORNSBY
Admissions/Marketing Manager

IMPORTANT

All correspondence from the College regarding your application e.g. interview dates/offers etc., will be via the Admissions Portal.

You can access the Portal by logging on to your application via our website:

www.holycross.ac.uk

It is your responsibility to check this regularly.

Please endeavour to remember your e-mail address and password.

**Closing date for applications is
Friday 7th December, 2018.**



How to Apply On-line

Activating an Application

Go to the College website - www.holycross.ac.uk and follow the application links in the Sixth Form section. You will need to have a valid e-mail address and will need to create a password. **This e-mail address and password will be very important for the application and future correspondence.** Please ensure you remember these as you will need these again later in the process.

On pressing the 'Create Application' button the College will send an e-mail to the address you provide giving you an activation link which you must use in order to continue. After clicking the activation link you will then be taken to the first page of the application.

Completing the Application

You do not have to complete your application in one go. To return to it at a later date click the login link in the email you were sent, then enter your e-mail and password to resume/review your application.

There are 7 sections to complete. At the end of each section there is a button '[save and move on](#)' to enable you to move to the next section. You will need to ensure that you click this button at the end of each section in order to save your information.

Personal details - you will need to know your postcode and parent/carer contact details including e-mail addresses (if available).

Subjects studied in Year 11 - you need to enter the subjects you are studying at the moment - the accurate subject name/title, type of course (e.g. GCSE/BTEC) and the level (e.g. higher/ foundation) is very important.

Enrichment activities - please enter any sports/drama/club or any other activities you are involved in.

Kloodle - There is an option in this section to add your Kloodle account details. This is only relevant if you have a Kloodle account. If you do not, please do not worry about this. For those with an account, please type or paste your Kloodle URL address in the space provided.



Proposed course at Holy Cross - enter the subjects you wish to study at College. Please refer to our website for subject specific entry requirements.

Personal Statement - this is an opportunity for you to tell us why you wish to study the subjects you have chosen and to tell us about yourself. Please note there is a limit of 6000 characters in total (approximately 1100 words). Please take care with this section as we consider it to be very important.

Learning Support - we would encourage you to tell us if you have any health/ learning issues so that our Learning Support Department can help you achieve your full potential during your time with us. This information will be treated with care and in the strictest confidence.

You will now be able to review/edit your application by clicking on the section headings on the left hand side of the screen. You can also review your application using the report panel (panel below the declaration - please note - you cannot edit using this panel).

Only when you are completely satisfied with your application should you press the 'submit application' button as you will not be able to edit your form once it has been submitted. However, should you wish to make a change just contact the Admissions Department and we will do this for you (admissions@holycross.ac.uk).

You will be sent an e-mail to confirm that the College has received your application and also a copy of the application as it was submitted. The Admissions Department will also send a card to acknowledge your application officially **after the closing date.**

Please remember your e-mail address and password - you will need these again later in the process.