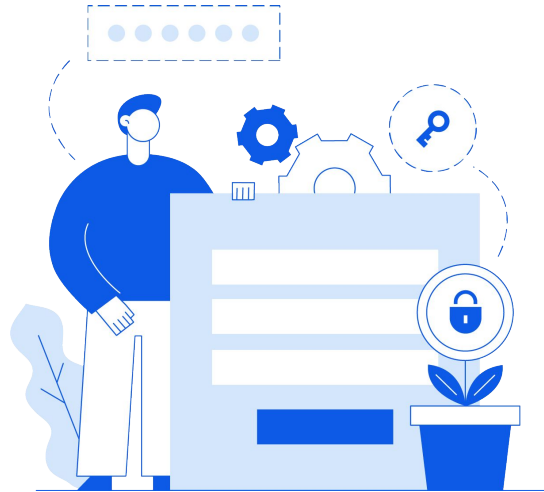


# STUDENT ENROLMENT FORM

**“HOW -TO GUIDE”**



# **STUDENT ENROLMENT**

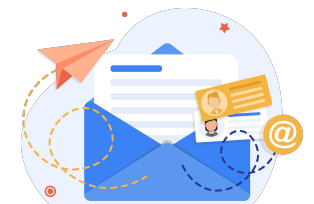


**STEP 1: LOGIN**

**STEP 2: BEGIN ENROLMENT FORM**

**STEP 3: REVIEW & CONFIRM COURSES**

**STEP 4: SUBMIT ENROLMENT FORM**



# LOGIN

1

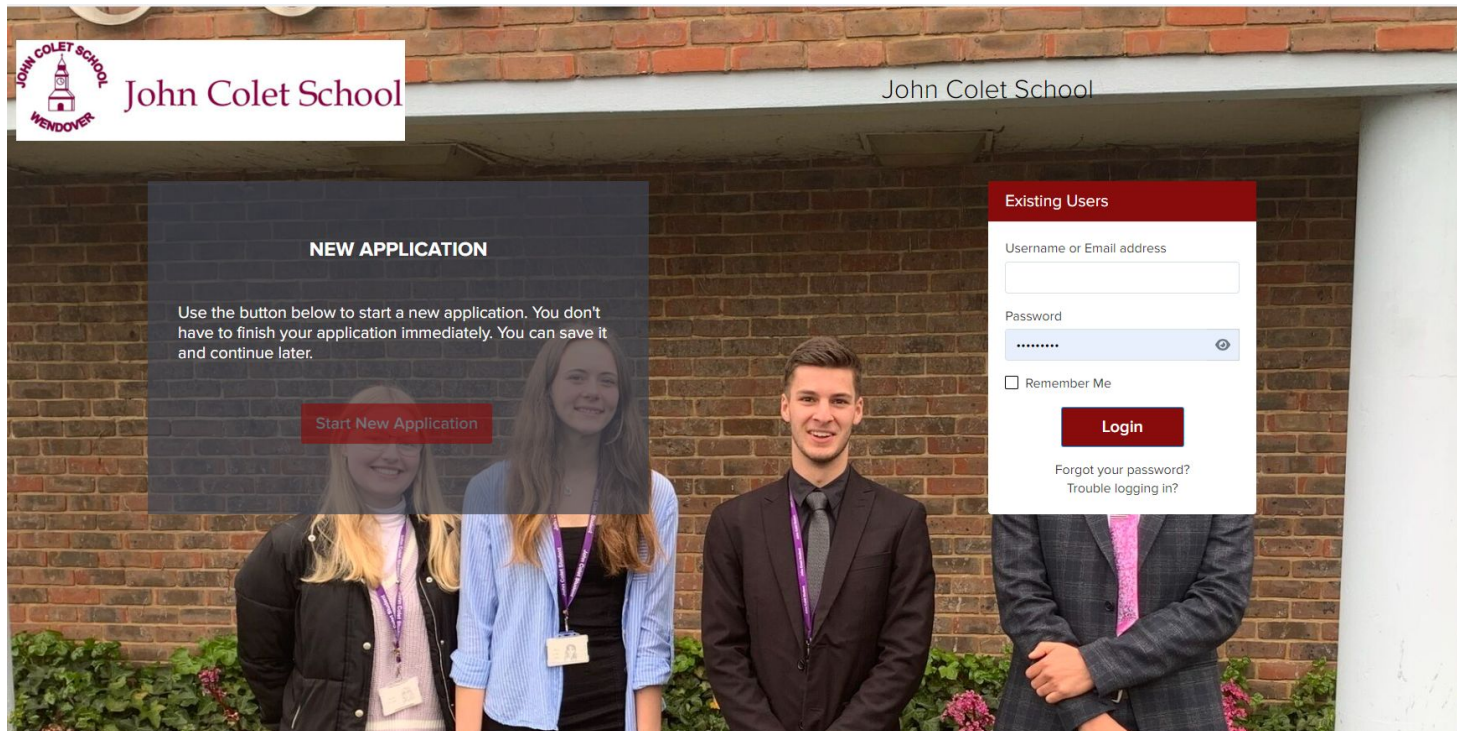
Go to your Admissions+ portal

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



# BEGIN ENROLMENT FORM

Click to begin the enrolment phase of  
your application.

# CONFIRM YOUR ACHIEVED GRADES

You will need to confirm your grades and make sure that you change them from "Predicted" to "Achieved".

Sure!

Type	Title	Grade	Status	Qualification Level	Received date
GCSE	Ancient History	9	Predicted		
GCSE	Arabic	7	Predicted		
GCSE	Art and Design (Fine Art, Photography, Graphics)	6	Predicted		
GCSE	Astronomy	8	Predicted		
GCSE	Bengali	9	Predicted		

**Check and change each grade as needed** (points to Grade column)

**Set all 'Achieved'** (points to Status column)

**Set the status to "achieved"** (points to Status dropdown)

**Set the date you received your results** (points to Received date dropdown)

**Add any additional qualifications if applicable** (points to Add grade button)

Upload documents here:  
Copy of exam results

Choose file No file chosen

Take a picture of your exam results sheet and attach it here by clicking "choose file"

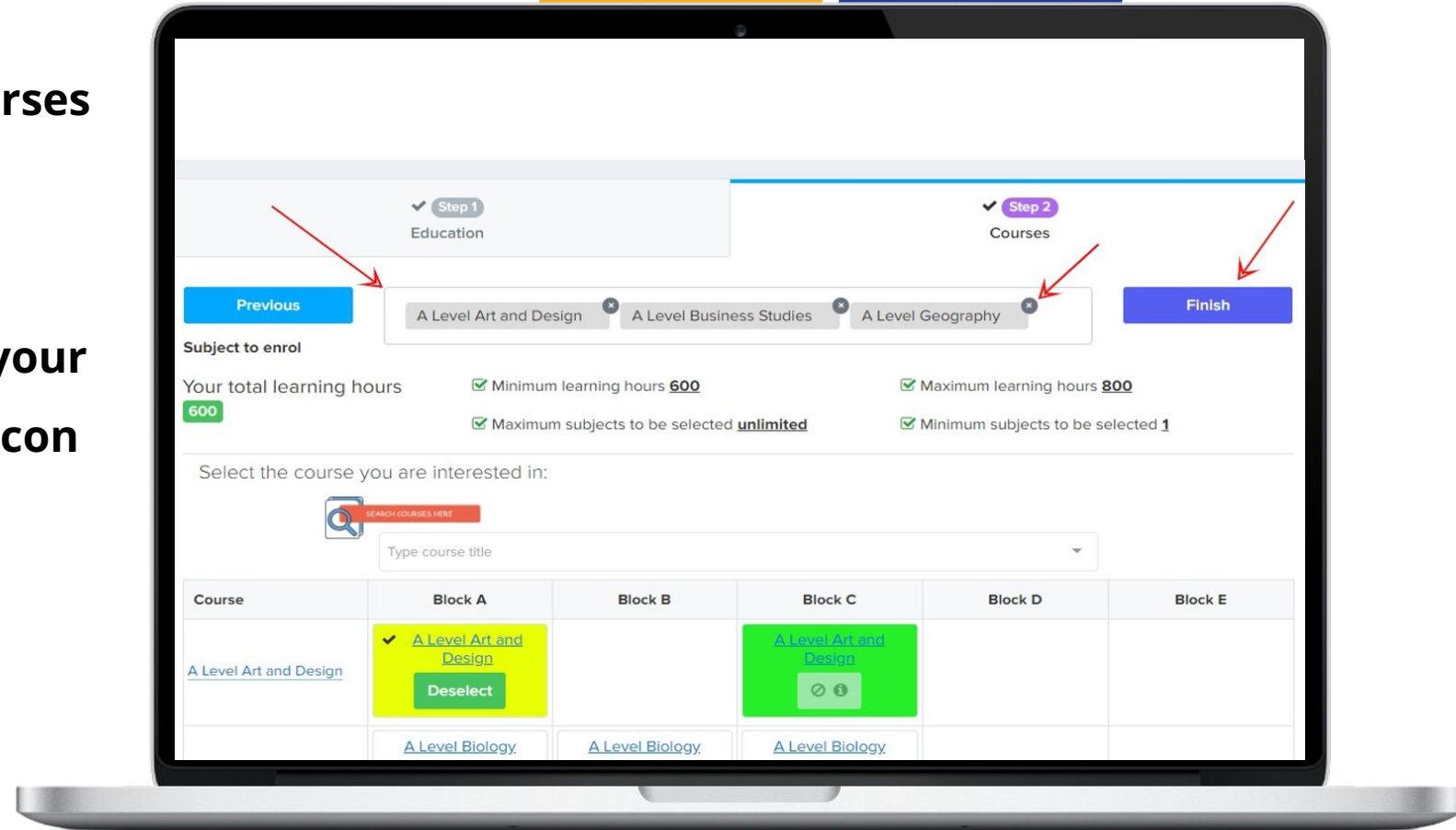
# REVIEW & CONFIRM COURSES

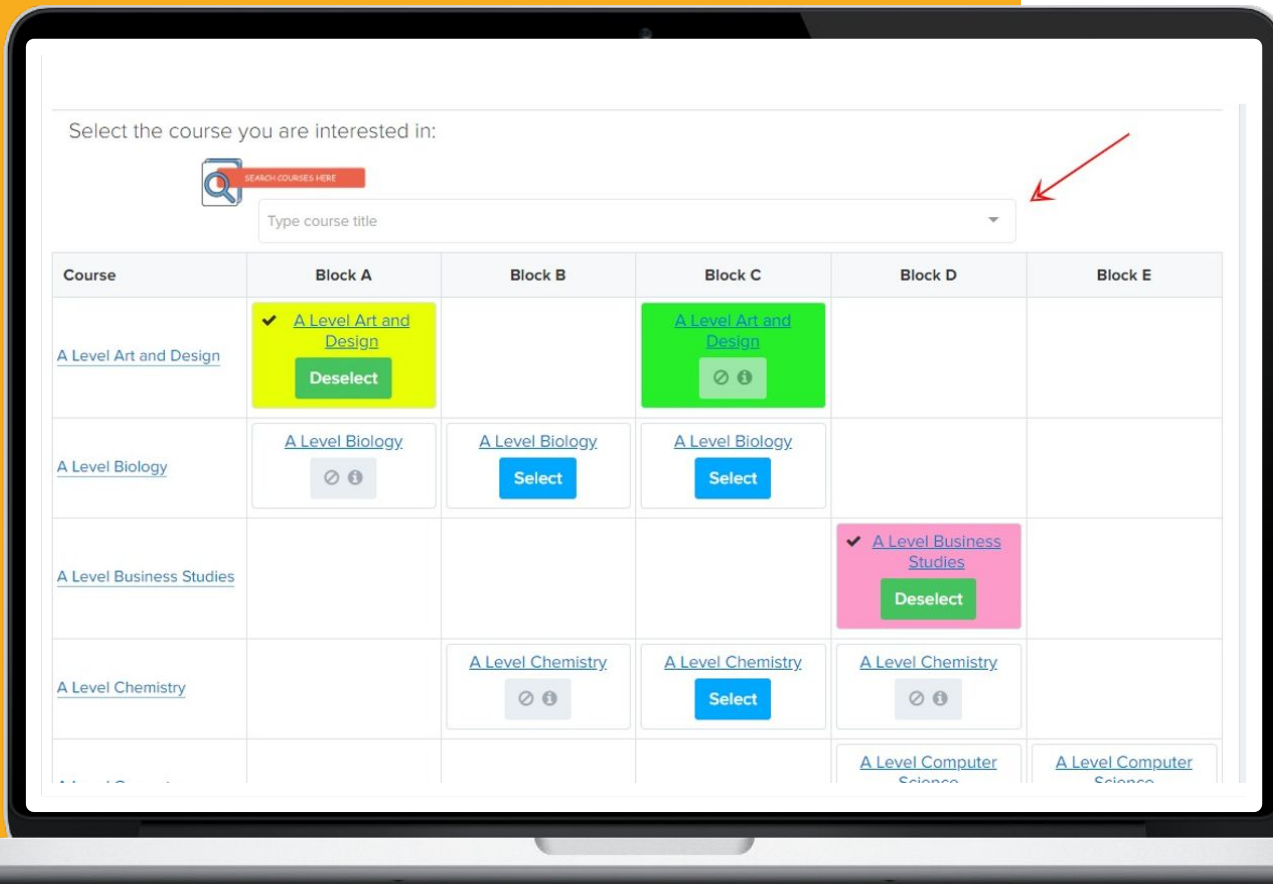
1

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





## Search for new courses:

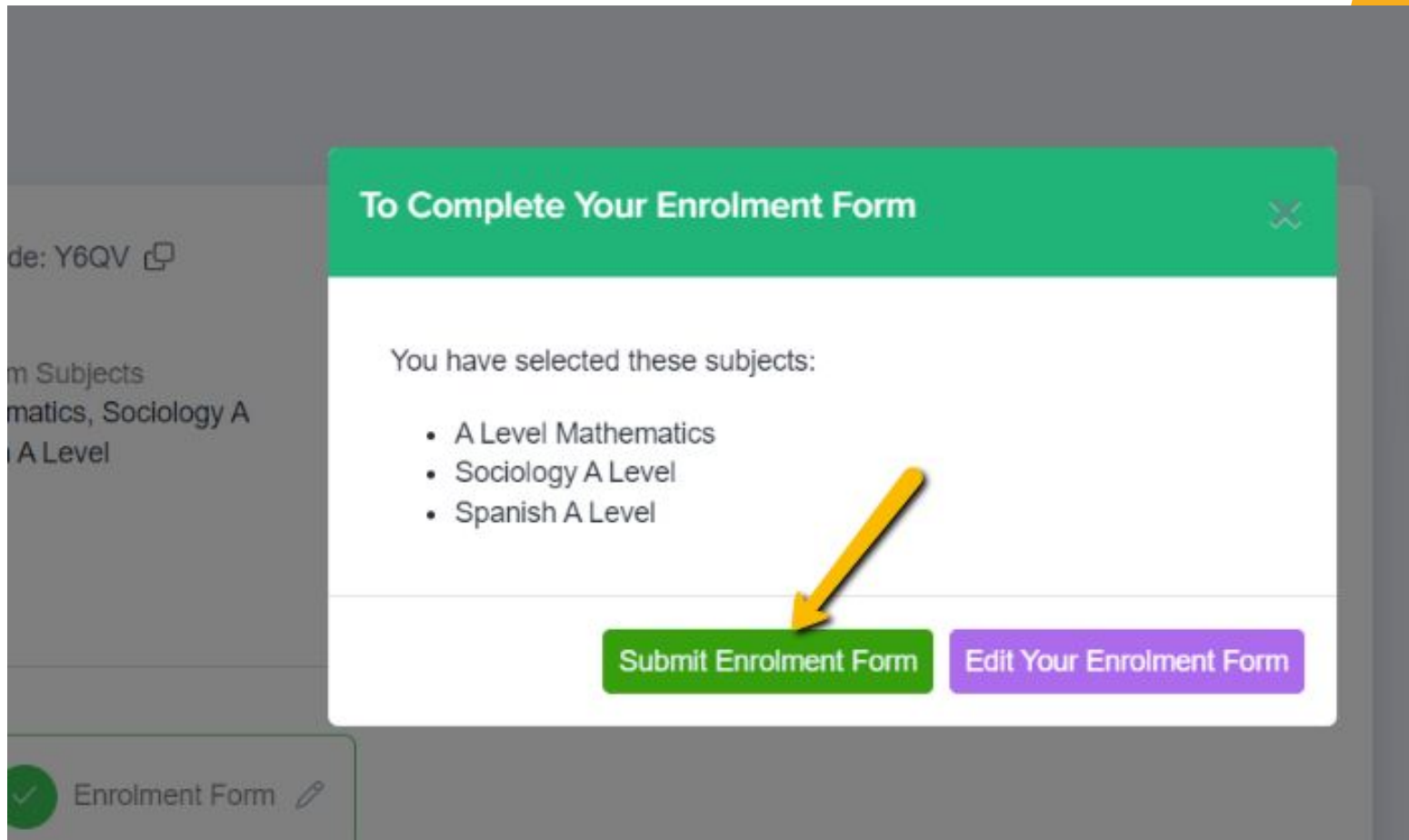
- 1 Scroll through the list of courses in the table
- 2 Use the search bar

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.

# 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 modal dialog titled "To Complete Your Enrolment Form" with a close button (X) in the top right corner. The dialog contains the text "You have selected these subjects:" followed by a bulleted list of subjects: "A Level Mathematics", "Sociology A Level", and "Spanish A Level". Below the list are two buttons: a green "Submit Enrolment Form" button and a purple "Edit Your Enrolment Form" button. A yellow arrow points to the "Submit Enrolment Form" button. In the background, a sidebar shows a list of subjects including "A Level Mathematics, Sociology A Level, Spanish A Level". At the bottom left, there is a green checkmark icon next to the text "Enrolment Form" with an edit icon.





**THANK YOU**