

A guide to Sixth Form Enrolment

Joining our Applicant Pool

This guide is for any external student applying to study at UOBS, but who does not currently hold a Conditional Offer of a Sixth Form place. This includes;

- Previous applicants who received a Conditional Offer but failed to respond by the given deadline (meaning the offer was withdrawn)
- Previous applicants who did not receive a Conditional Offer, due to oversubscription in their chosen subjects
- Previous applicants whose predicted grades did not meet the Entry Requirements for their chosen A-Level courses

or

- Applicants who missed the original 31st January deadline and wish to make an on the day application

On GCSE Results Day (Thursday 24th August 2023) we will be inviting you to attend Sixth Form Enrolment here at school in person between 10am – 3pm.

We have chosen to offer in-school enrolment, as we are keen for you to have the opportunity to visit us, see the school site and also ask any questions that you may have about studying with us, particularly as we were unable to offer an open evening for this year's applicants.

Step 1: Collect your GCSE results

However your school are choosing to issue your GCSE results this year, you will need to make sure you have received evidence of your achieved grades before applying for a Sixth Form place.

Your final grades will need to meet our [Entry Requirements](#) in order for your application to be considered - so please make sure you check these first to avoid disappointment!

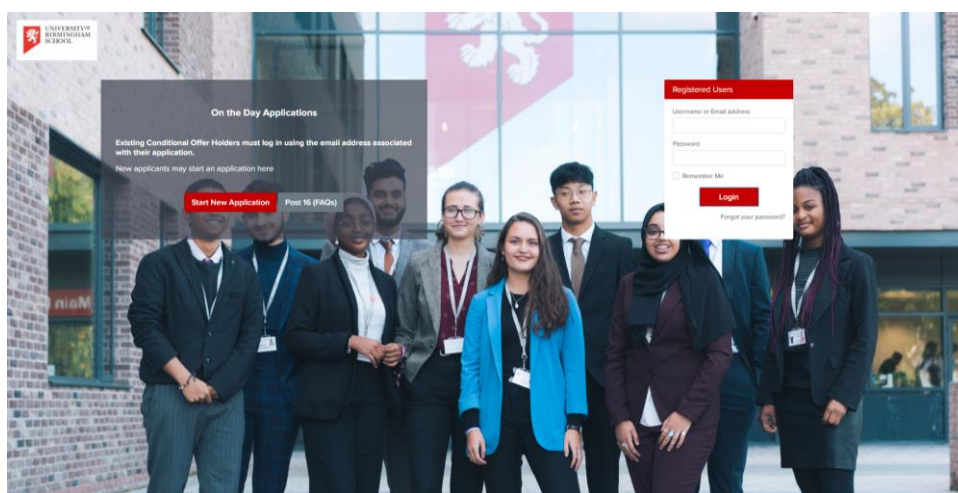
Please note that we will not be able to consider mock results or previous predicted grades as part of your application.

Step 2: Upload your grades (Pre-enrolment) from 8.30am

Once you have received your grades from your current school, you will be able to upload these directly onto your application via our **Sixth Form Application Portal** (Note: You will also need to upload evidence, such as a scan, photograph or screenshot of your official results slip as evidence)

UOBS Sixth Form Application Portal

<https://uobschool.applicaa.com>



If you have not previously applied to UOBS:

You should create a new account using the 'Start New Application' button on the left hand side of the screen.

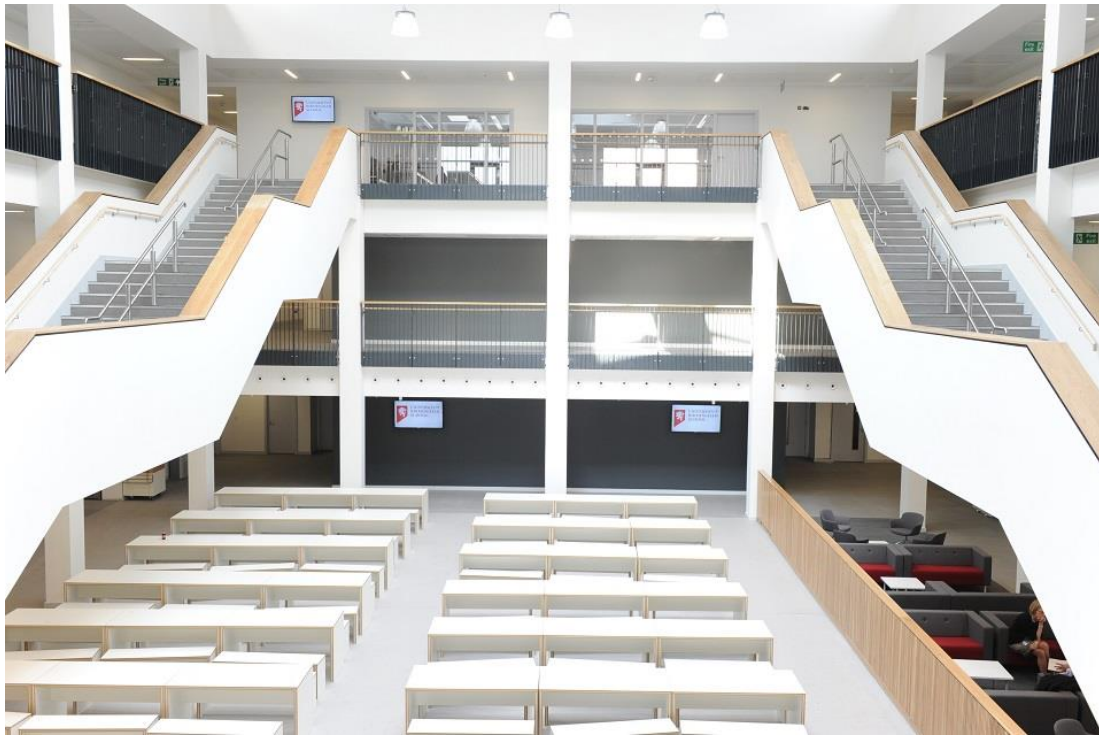
When creating your account, please make sure to use an email account that you have access to, as you will be required to validate this email address (by clicking a link in the registration email) before you can log in to apply.

Once you have validated your email address you can log in and complete your Pre-Enrolment form.

If you have previously applied to UOBS:

If you have previously submitted an application through our Application Portal this year, you must log in as a 'Registered User' (on the right hand side of the screen) using your existing account as this will allow us to link your information to your previous application.

- Your username should be the email address that we have previously used to send you information about your application.
- If you have forgotten your password, you should reset this using the 'Forgotten Password' tool.
- **DO NOT CREATE A NEW ACCOUNT** as this will create a duplicate application and may result in your details being processed incorrectly.



Step 3: External Enrolment in school (10am – 3pm)

From 10am, all applicants are then invited to visit us in school to discuss and confirm your Sixth Form application

Once you arrive, staff will review your pre-enrolment submission to check that you meet the relevant **Entry Requirements**. They will also be there to discuss your A-Level subject choices and answer any questions that you may have about studying with us in September.

What if I cannot attend Sixth Form Enrolment in person?

We understand that there may be certain situations which mean that applicants may be unable to attend enrolment in person (i.e. a family vacation meaning you are not in Birmingham on results day).

Therefore, if it is not possible for you to attend enrolment in school, you need to email admissions@uobschool.org.uk ASAP to request make a request for remote enrolment. The deadline for this is my **3pm Tuesday 22nd August 2023**.

Once this request has been submitted, you will receive further instructions by email about what to expect from the remote enrolment process.

Step 4: Join our Applicant Pool

So long as your grades meet the relevant Entry Requirements, we will be able to hold your application details in our Applicant Pool.

Once all of our existing Offer Holder places have been awarded, we will begin to process our Applicant Pool places. This means that if a space becomes available in your chosen combination of subjects, we may be able to contact you by phone or by email with a sixth form offer.

Typically we will aim to process all applications within 24-48 hours.

Applicant Pool: What does that mean?

Our Applicant Pool system allows us to offer students places if/when a space becomes available in their specific combination of subjects on (or shortly after) GCSE results day.

It is not a numerical waiting list, as places are offered based on a combination of a number of factors;

- Priority criteria (see below)
- Capacity in chosen A-Level classes
- Capacity of overall Sixth Form places

Here is what our Admissions Policy says;

We anticipate that a number of Offer Holders may not meet the conditions of their offer or may choose to decline their Conditional Offer in order to study elsewhere. Therefore, it is likely that a number of places will become available during the enrolment period (from GCSE results day until the start of the new academic year).

During this time, places will continue to be offered according to the available subject combinations, to eligible candidates with either 'Applicant Pool' or 'Late Applicant' status.

Where multiple applicants are eligible for the same subject combination, priority will be given to applicants in the following order:

1. Looked-after children or children who were previously looked-after
2. Candidates with either an Education, Health and Care plan (EHCP) or statement of Special Educational Needs naming the University of Birmingham School
3. Children previously eligible for Pupil Premium funding

In the event of two or more applications that cannot otherwise be separated, the School will use random allocation as a tie-break.

FAQ's

Travelling to our campus

We are based just off Bristol Road (A38), approximately a 10-15 minute walk from Selly Oak train station.

Our school address is: University of Birmingham School
 12 Weoley Park Road
 Selly Oak
 B29 6QU

We have a limited amount of parking on-site at the front of the school building, however there is also nearby on-street parking on Weoley Park Road. Please be considerate of local residents if parking on nearby streets.

When is the deadline for applying to the Sixth Form?

At 3pm on Thursday 24th August, we will close Sixth Form Enrolment so that we can begin processing applications and allocating any remaining sixth form places.

In order to be considered for a sixth form place, students must have either;

- Completed pre-enrolment online AND visited us in school to finalise your application
- or
- Submitted a Request for Remote Enrolment AND submitted your pre-enrolment form to us

If you have not fully completed either of these steps by the 3pm deadline, we will not be able to consider you for our initial round of Applicant Pool places. Students who visit us after 3pm (or in the days following Enrolment) may still be considered, but only once all other applications have been processed.

Can my parents come with me to Enrolment?

In order to manage capacity during the event, we politely ask that applicants who would like to bring a guest, should limit this to **one parent, carer or family member only**.

Which subjects will have spaces available?

At this stage we do not know exactly how many spaces may become available or which subjects these spaces will be in, as this depends on how many of our existing Offer Holders choose to accept their sixth form place on Thursday 24th August.

However, we do know that typically our most oversubscribed courses are likely to be STEM subjects such as Biology, Chemistry and Psychology (as we know that many students are interested in careers within these areas).

This usually means that students who are looking to study a broader range of A-Level

subjects, including arts, music, languages or humanities generally will be more likely to receive an offer.

What if I do not meet the requirements, but wish to appeal my results?

In order to receive a place in the sixth form, applicants must meet our Entry Requirements using the grades received on 24th August 2022. All Conditional Offers will expire at 3pm on Results Day to allow us to offer any remaining places to students in our applicant pool. Therefore, we are unable to reserve any sixth form places for students intending to appeal their grades.

However if you do later meet our Entry Requirement as the result of a successful appeal, please contact admissions@uobschool.org.uk to discuss your application.