

Guide to Enrolment- The Holt School



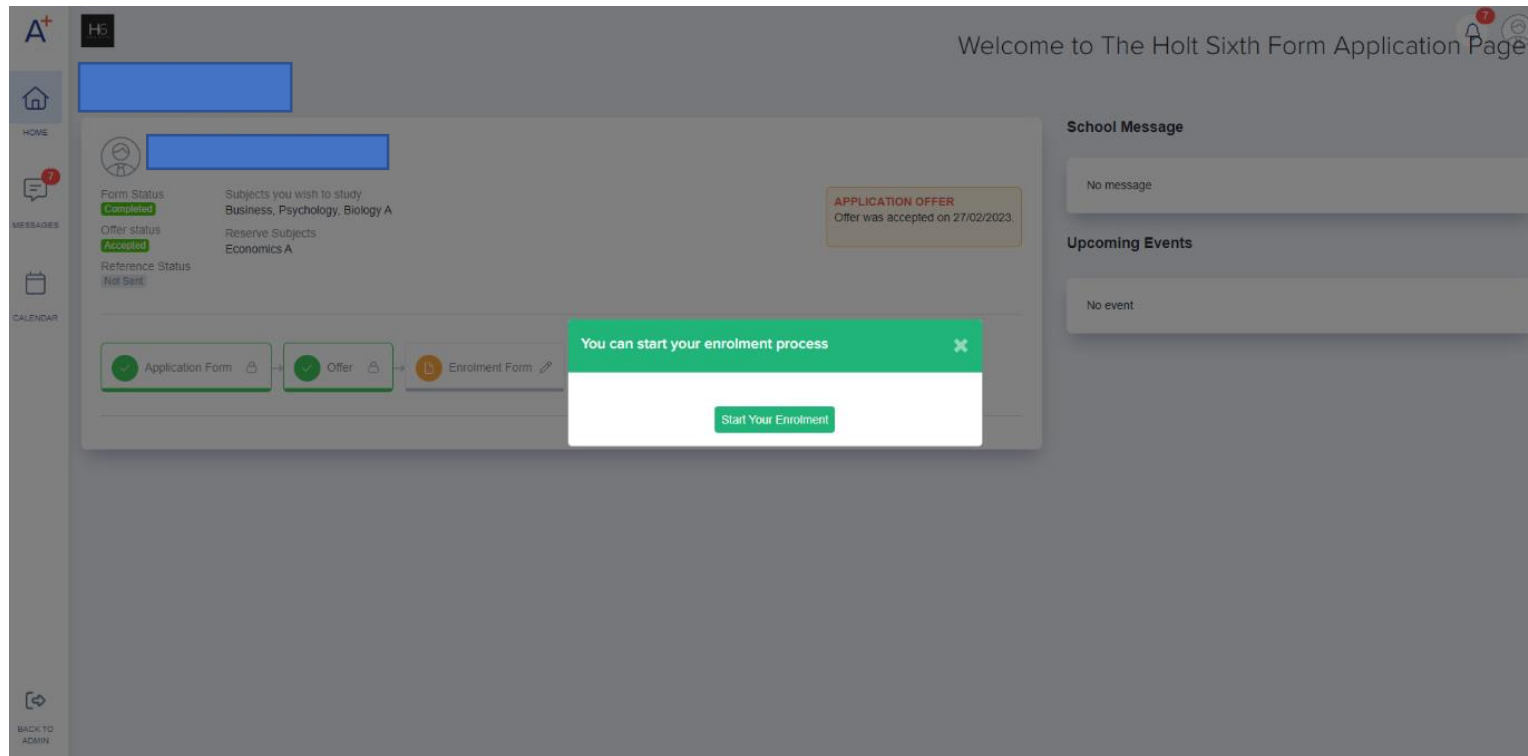
Internal Students: You must enrol between 8:30am and 12pm on the 21st August to secure your place.

If you have met the grades for your courses and you are remaining with your original choices you are able to enrol online

Step 1:


Log in to your Applicaa account (the same site as your application form) <https://theholtschool.applicaa.com/>


Once you have done this, this will appear. **It will show the subjects you have selected.**





Step 2:


Confirm your personal details




HOME


MESSAGES


CALENDAR





! Step 1

Student Basic Details

! Step 2

Confirmation

Welcome to The Holt Sixth Form Application Page



Student Basic Details

Legal First Name*

Legal Last Name*

Gender*

Date of Birth*

Phones

Phone type *

Mobile Phone

Phone number *

☒ Primary

☒ Main

+ Add phone

Save Progress and Close

Save & Next

Step 3:

Confirm that you are enrolling with the correct subjects and that you have met the entry requirements for these subjects

The screenshot shows a web application interface for 'The Holt Sixth Form Application Page'. On the left is a sidebar with navigation icons: a home icon, a messages icon with a red '7' badge, and a calendar icon. The main content area is divided into two panels. The left panel is titled 'Step 1 Student Basic Details' and the right panel is titled 'Step 2 Confirmation'. The 'Confirmation' panel contains the following text: 'By clicking next you are confirming that you are enrolling with the subjects that appeared on your home page.', 'If you click confirm but have not met the required grades for your subject, we will be unable to enrol you online. We will send you an email to make you aware that you need to come and meet with a member of the sixth form team today between 9am-12pm (24th August)', 'If you would like to make any subject changes, you also need to visit us between 9am-12pm today to discuss this (24th August) rather than enrolling online.', and 'Once you have clicked confirm, a member of the enrolment team will process your request and a confirmation email will be sent to you.' At the bottom of the interface are three buttons: 'Save Progress and Close' (green), 'Previous' (blue), and 'Save & Submit Application' (green).

Welcome to The Holt Sixth Form Application Page

Step 1
Student Basic Details

Step 2
Confirmation

Confirmation

By clicking next you are confirming that you are **enrolling with the subjects that appeared on your home page**.

If you click confirm but have not met the required grades for your subject, we will be unable to enrol you online. We will send you an email to make you aware that you need to come and meet with a member of the sixth form team today between 9am-12pm (24th August)

If you would like to make any subject changes, you also need to visit us between 9am-12pm today to discuss this (24th August) rather than enrolling online.

Once you have clicked confirm, a member of the enrolment team will process your request and a confirmation email will be sent to you.

Save Progress and Close Previous Save & Submit Application

Step 4:

Your enrolment form is sent to the enrolment team who will confirm all of your subjects, and you will receive an email confirmation once this is complete.

Please note:

- If you have **not met the entry requirements** and/or would like to **change subject** you must **come in person to meet with the sixth form team in L5 in the languages block between 8:30am and 12pm**.
- If you start the enrolment process online but haven't met the grades, **we will not be able to process your application any further**, and will email you to remind you that you need to come in to see us

Notes for Internal Students:

- If you need to come in to meet with the sixth form team due to not meeting the entry requirements or subject changes please email enrolment@holt.wokingham.sch.uk from 8:30am to arrange a suitable time to speak to you on the phone or via Teams about your enrolment.
- If you have not yet put in an application form and have decided to apply on results day or you applied late, please come and visit us in **L5 in the languages block** to discuss your application between 1pm-3pm
- If you have any issues at all with enrolment, please email enrolment@holt.wokingham.sch.uk