



St. Crispin's Sixth Form

How to Apply





1) The application form goes live after our Sixth Form Open Evening on Thursday 6th November.

[View our prospectus](#) for full details of all our courses and their entry requirements.





2) Access our application system

Your login details will be sent to your school email account on 6th November 2025.

To access the application system please follow this link:

crispins.applicaa.com/September2026entry





3) Login to the system as a registered user

The screenshot displays two main sections. On the left, a grey box titled 'NEW APPLICATION' contains the text: 'Use the button below to start a new application. You don't have to finish your application immediately. You can save it and continue later.' Below this text is a purple button labeled 'Start New Application'. A green arrow points from this button down to a text box. On the right, a white box titled 'Registered Users' contains a login form with fields for 'Username or Email address' and 'Password', a 'Login' button, and links for 'Forgot your password?' and 'Trouble logging in?'. A black arrow points from the 'Login' button to the text box.

This button is only for students who are not currently at St. Crispin's

Enter your school email address and password here and login as a Registered User





4) Complete your application

- Once you have logged in you will see a welcome message and the option to **Continue Application**
- Click the button to open your application and begin completing each section
- Make a note of your password (set it to something memorable!) as you will need to log in again in future to view your interviews and offers.

The screenshot shows a user interface for a school application portal. At the top right, it displays 'Student Code: B689' with a copy icon. Below this, there are notification icons for a bell, a folder, and an envelope. The main heading is 'Test Internal FN Test' with a sub-heading 'External FN (12/12/2004)' and the text 'Reserve Subjects'. On the left, there are three status sections: 'Form Status' with an 'Incomplete' button, 'Offer status' with a 'Pending Offer' button, and 'Reference Status' with a 'Not Sent' button. In the center, there is a document icon with the text 'Application Form' and an 'Incomplete' status, followed by an 'Update' button. At the bottom left, there is a progress bar showing '0%'. At the bottom right, there is a button labeled 'Continue Application' which is highlighted with a green border.





- Complete the details on each screen - there are prompts to help you.
- Once you have completed one step, select either 'Save & Next' to continue or 'Save Progress and Close,' if you wish to complete the form later.

The screenshot shows a web-based form titled 'St. Crispin's Sixth Form'. The interface includes a sidebar with navigation icons for Home, Messages, and Calendar. The main content area is divided into seven steps: Step 1 (Student's Basic Details), Step 2 (Parent/Carer & Emergency Contact Details), Step 3 (Student's Welfare and Support Information), Step 4 (Education), Step 5 (Courses), Step 6 (Additional Information), and Step 7 (Personal Statement). Step 1 is currently active and contains the following fields:

- Student's Personal Details**
 - Student's Legal Name: please give the name as it appears on their birth certificate, this is a legal requirement for public exams
 - Student's Preferred Name: this will be the name that appears on class registers and how your child will be addressed in school
- Student's Legal Forename* (First Name)
- Student's Preferred Forename
- Student's Legal Middle Name(s)
- Student's Legal Surname* (Surname)
- Student's Legal Sex* (Female)
- Student's Gender Identity (if different from legal sex)
- Student's Date of Birth* (11/10/2007)
- Student's Current Home Address
 - Town/City* (40 character(s) remaining)
 - Country*

At the bottom of the form, there are two buttons: 'Save Progress and Close' and 'Save & Next', both of which are highlighted with green boxes.





5) Course Information and Selection

Course Information

- The Sixth Form Prospectus gives information on all our Level 3 courses including subject entry requirements. Please read these carefully as you are making your selections.
- In January, we will meet with each student who applies to our Sixth Form to discuss their future pathway and confirm their subject choices. The meeting also allows discussion of the opportunity of taking four subjects with any students who are interested in doing so.
- Please be aware that entry to courses will be subject to your GCSE examination results meeting the entry criteria for that course.

Course Selection

- All students should pick three courses. You will be prompted to put these in order of preference and also add a reserve subject/ fourth subject. Your choice of courses will depend on your interests, future plans and whether your predicted grades at GCSE meet the course criteria.





6) Submit your application

- Once you have completed all seven steps press 'Save and Submit Application'.
- You will receive an email confirmation that we have received your application.





Key Dates and Details

- 6th November 2025 – Open Evening and Applications Open
 - 9th December 2025 – Application Deadline
 - 14th and 15th January – Programme of Study Meetings
 - 6th March 2026 – Offer Acceptance Deadline
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- All communications will be sent to your school email address so please check your emails regularly to avoid missing key information about your application.





Any Questions?



If you have any questions
please contact our Sixth
Form Administrator, Mrs
Lisa Lightfoot on
0118 978 1144 or
lightfootl@crispins.co.uk

