

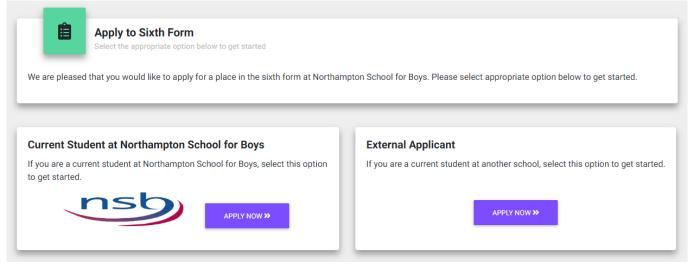
<u>On-line Portal ("AIM") for your</u> <u>Sixth Form Application</u>

Sixth Form applications are completed online. You will find the Sixth Form Applications section on the opening page of our website. From here you can click to create an application. Once you have opened your application you will have access to helpful notes in relation to each section.

Our website can be found at:

www.nsb.northants.sch.uk

Please click "Apply to Sixth Form – September 2020 Entry" where you will be able to access the relevant application details:



Please ensure that your application contains:

- a valid email address that you can use to check on the status of your application and enter into dialogue about your application. This email address will be your username for access to the portal and will also receive notifications of any updates. Your current school email address should not be used, as some of our updates will be sent after you have left school in the summer and that email address may no longer be available to you at that point.
- a mobile number that we can text or call you on, if need be.

Please check that all information entered is accurate, as this will be used by us to process your application. All correspondence and updates in relation to your application will come via the portal, so it is essential that the email address used to set up your account is one that you check regularly and that you also use the portal throughout the process to keep up to date with your application. Please use an easy to remember password to prevent having to re-set your details.

Got a query about your application?

Once you have completed your application you can contact us via the speech bubble icon in the bottom right hand corner. If you have any requests or queries throughout the process please click on this and type in a message. You will receive a response as soon as we have had a chance to consider your query. This feature can also be used to let us know if you wish to change your subject choices. All queries and responses will be listed on your Dashboard page.

