

EXTERNAL APPLICANTS TO TIFFIN GIRLS' SIXTH FORM
ENTRY FOR SEPTEMBER 2025
POST-GCSE RESULTS APPLICATION PROCESS

General Information

External students will be able to make a post-GCSE results application to Tiffin Girls' Sixth Form in person on Thursday 21 August between 9am and 5pm.

There is no need to arrive at school first in time; all applications received by 5pm on 21 August will be considered according to our published admissions criteria here:

<https://fra1.digitaloceanspaces.com/tiffingirls.org/wp-content/uploads/2024/03/13100935/The-Tiffin-Girls-School-Determined-Admissions-Arrangements-for-Sixth-Form-entry-September-2025.pdf>

On 21 August please come to the main school reception and you will be directed to a waiting area where you will be asked to complete a short application form with basic information and **four** subject choices (see below for more information about this).

All applicants will be contacted by the school by email with the outcome of their application. The school will be unable to provide information on the rank or status of applications beyond the overall outcome.

What do I need to bring with me on 21 August?

Please note that you may have to ask your current school for some of the supporting documents before the end of the current academic year as your school office may not be open in the holidays to help you.

Please bring the following documents which will form part of your application:

1. A **copy** of your GCSE/iGCSE results (and a **copy** of any GCSE/iGCSE results awarded before August 2024) for us to keep, **signed by** your Head of Year or other senior school leader;
2. A **copy** of your birth certificate or passport for us to keep;
3. **If applicable**, a **copy** of either:
 - Evidence of your Looked After (or previously Looked After) status – this should be available from your local borough; “Looked After” status means you either live in care or are a care-leaver.
 - Evidence that your school has received for you either Pupil Premium or Service Premium Funding (or they have done so in the past 6 years) – your school will be able to provide a letter for you;
 - Evidence that you are receiving Free School Meals ('FSM') (or have received FSM in the past 6 years) – you may have confirmation from your local borough or your school will be able to provide a letter for you.

Please note that your application will **not** be complete until all of the above documents can be added to your application form. For clarity, every applicant should bring the items listed 1 and 2 above and you only need bring an item from number 3 if this applies to you.

What if I cannot apply in person on 21 August?

If you cannot come to school in person on 21 August you may apply on that day via email which must be received by 5pm on 21 August to be considered as an 'on-time' application. Please email sfadmissions@tiffingirls.org

Please note that, for an email application to be complete, we require **all** of the same documents as if you were making an 'in person' application, including any details of Looked After status, Pupil Premium or Free School Meals, so please check the information under the heading above: **What do I need to bring with me on 21 August?**

Extra requirements for email applications:

- It is **not** sufficient to list your GCSE grades in an email; we need an attachment of the results sheet published by the exam board and/or your school, signed by your Head of Year or other senior school leader;
- You will need to provide the following information in addition:
 - Student full name;
 - Student email address;
 - Student mobile number;
 - Parent/carer full name;
 - Parent/carer email address;
 - Parent/carer mobile number;
 - Secondary school attended.
- You will need to choose **four** A level subjects from the list below. Please note **Further Maths is not a fourth A level choice** as it is studied in Year 13. If you wish to study Maths and Further Maths please choose Maths Route 2 as **one** option and then **three** other options (**which cannot include Maths Route 1**).

Art & Design	<input type="checkbox"/>	Drama and Theatre	<input type="checkbox"/>	History	<input type="checkbox"/>	Physics	<input type="checkbox"/>
Biology	<input type="checkbox"/>	Economics	<input type="checkbox"/>	Latin	<input type="checkbox"/>	Psychology	<input type="checkbox"/>
Chemistry	<input type="checkbox"/>	English Literature	<input type="checkbox"/>	Maths Route 1*	<input type="checkbox"/>	Religious Studies	<input type="checkbox"/>
Computer Science	<input type="checkbox"/>	French	<input type="checkbox"/>	Maths Route 2*	<input type="checkbox"/>	Spanish	<input type="checkbox"/>
Design & Technology	<input type="checkbox"/>	Geography	<input type="checkbox"/>	Music	<input type="checkbox"/>		

* Maths Route 1 - A Level taken over two years;

* Maths Route 2 – Full A Level taken in Y12, with the option of taking Further Maths in Y13.

Note: Route 1 Maths students will have four periods of Maths per week; Route 2 Maths students will have seven periods of Maths per week (in addition to their other three A Level subjects).

Please note that your email application will **not** be complete until:

- all of the above documents required for an 'in person' application - and;
- all additional information for an email application

can be added to your application.

Other general information:

A Level Subject Choices

You will need to choose **four** A level subjects – please see the list of available subjects on page 2 of this document. **Please note Further Maths is not a fourth A level choice as it is studied in Year 13.** If you wish to study Maths and Further Maths please choose Maths Route 2 as **one** option and then **three** other options (**which cannot include Maths Route 1**).

* Maths Route 1 - A Level taken over two years;

* Maths Route 2 – Full A Level taken in Y12, with the option of taking Further Maths in Y13.

Note: Route 1 Maths students will have four periods of Maths per week; Route 2 Maths students will have seven periods of Maths per week (in addition to their other **three** A Level subjects).

Summer Transition Work

If you receive an offer of a place after 21 August you will be given a link to the summer transition work for all four of your A level subjects, to be handed in to your teachers in the first week of term for grading. The work for each subject is expected to take approximately 2-3 hours. The link will only be provided if you receive an offer.

Travel to School

We would encourage you to consider the practicalities of your journey to school. The school day starts with registration at 8.30am and we expect students to attend school, and arrive punctually, each day regardless of where they live. You may wish to try the journey to see how long it takes to arrive at 8.30am and consider whether this is practical in the context of demanding A level studies.

School Day Timings

For Year 12 students the school day begins at 8.30am and ends at 3.15pm. Students have the privilege of signing out to go off-site at lunchtime but must be in school for the rest of the day, whether or not they have timetabled lessons or study periods.

In Year 13 we extend the students' off-site privileges, and we will share details of this at the appropriate time.

Documents

For unsuccessful applicants all documents that you give or send to us will be destroyed after 30 September 2025.

Further Information and Questions

If you have any questions, please look at the sixth form admissions information on the school website here: <https://www.tiffingirls.org/admissions/sixth-form/>