



## Enrolment Process

The College enrolls students into the main intake years of:

1. Preparatory school – 4-year-olds,
2. Kindergarten – 5-year-olds,
3. Year 5 *NB. From 2025, this will no longer be an intake year*
4. Year 7, and
5. Year 11

**We encourage interested families to apply at least 18 - 24 months prior to entry.** However, we welcome applications at any time. Click here for the [Application form](#). We suggest that you attend a student led College tour. See the list of tour dates [available](#).

We also enrol students into other Year groups when there are places available. It is likely that every year group will have a substantial waiting list.

Once you have submitted your completed Application and included the necessary documents, it will be processed, and an email sent to you acknowledging the Application. All Applications are placed on a Registered Student list.

Depending on the intake year applied for, the enrolment process that follows will be different. Please note that many applicants are invited to an interview, however, not all applicants are interviewed and not all interviewed applicants automatically receive an offer of a place.

Information Nights relevant to the various intake years are held when possible.

The College reserves the right to institute a “cut-off” date for accepting applications for the various intake years. This may be at any time and the College will publicise the cut off date in advance via the website for new families and the “Connect” portal for current families.

### ***Entry into Preparatory School***

Students entering our Preparatory School must have turned four by the end of March when they are in Preparatory School. All relevant Applications for the coming year are considered at least 6-7 months prior to the start of the school year.

Interviews begin in late July/August. These are held by the College Registrar with parents/carers while the child attends a short play/observation time with a staff member. Offers of a place are made soon after interviews are completed, or where appropriate after follow-up with our Learning Support Team.

### ***Entry into Kindergarten***

Students entering our Kindergarten must have turned five by the end of March when they are in Kindergarten. All relevant applications for the coming year are considered at least 11–12 months prior to the start of the school year.

Interviews begin in February/March. These are held by the College Registrar with parents/carers while the child attends a short play/observation time with a staff member. Offers of a place are made soon after interviews are completed, or where appropriate after follow-up with our Learning Support Team.



### ***Entry into Year 5***

From 2025, this will no longer be an intake year and the process described here will no longer happen.

All relevant Applications for the coming year are considered at least 11-12 months prior to the start of the school year.

Interviews begin when the student is in Year 4, in February/March. These are held by the College Registrar with the student and parents/carers. Offers of a place are made soon after interviews are completed, or where appropriate after follow-up with our Learning Support Team.

### ***Entry into Year 7***

All relevant Applications are considered at least 18-20 months prior to the start of the school year.

Interviews begin when the student is Year 5, in late July and continue through to late September. These are held by the Director of Enrolments with the student and parents. Offers of a place are made soon after interviews are completed, or where appropriate after follow-up with our Learning Support Team.

### ***Entry into Year 11***

All relevant Applications for the coming year are considered at least 6-8 months prior to the start of the school year.

Interviews begin when the student is Year 10, from late August and into the following months as needed. These are held by the Director of Enrolments with the student and parents/parents. Offers of a place are made soon after interviews are completed, or where appropriate after follow-up with our Learning Support Team.

Sometimes, applicants do not accept the offer made by the College. In this situation, the College Registrar and the Director of Enrolments refer to a waiting list to select further applicants for interview. This process continues until all places are filled.

In recent years, more families have sought enrolment at the College than we have been able to accommodate. Regretfully, it is possible that families will be disappointed and not be offered a place. Applicants who are not offered a place will have their name placed on a waiting list for vacancies that may arise.