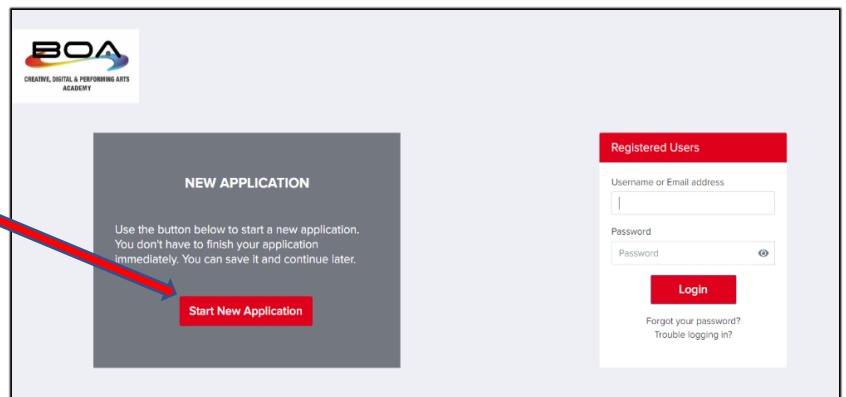


How to Register on Admissions+ (Students)

1. Click the Year 10 or Year 12 application link on the BOA website.

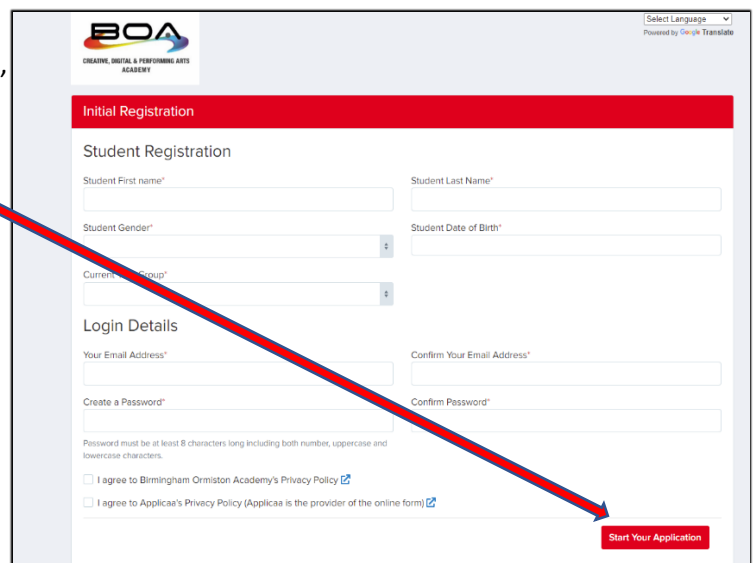
[HTTPS://BOA.APPLICAA.COM/YEAR10LATE](https://boa.applicaa.com/year10late) or [HTTPS://BOA.APPLICAA.COM/YEAR12LATE](https://boa.applicaa.com/year12late)

2. You will be taken to this screen.
As you are a new applicant,
Click *Start New Application*.

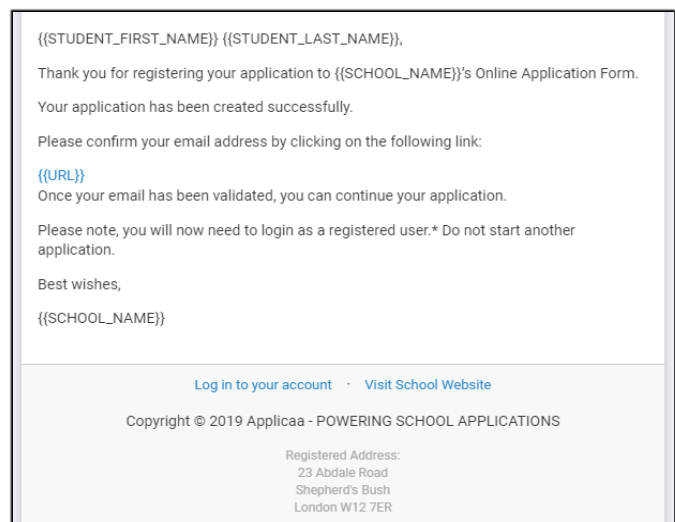


3. At the Initial registration screen, you will need to complete all relevant fields, agree to the policies, and then click *Start Your Application*.

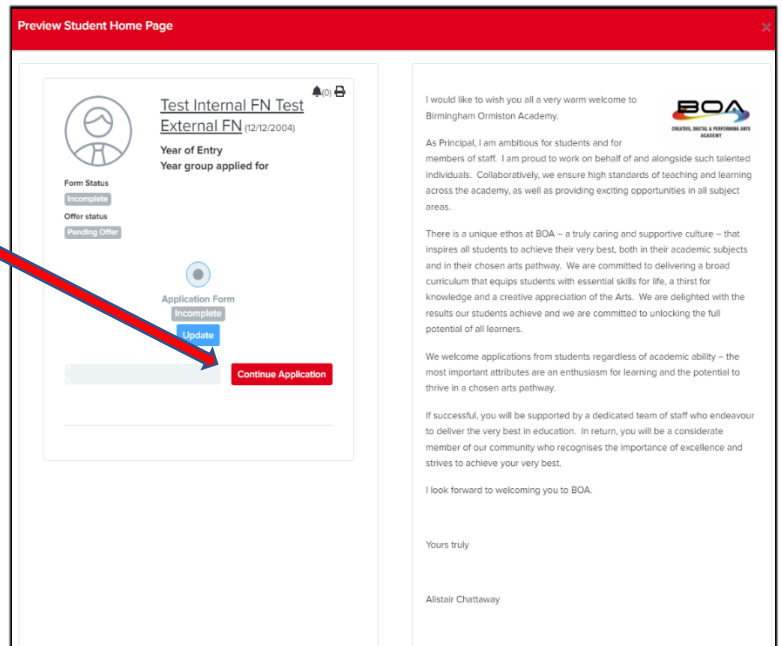
You will be sent a verification email.



4. When you receive the verification email,
follow the instructions.



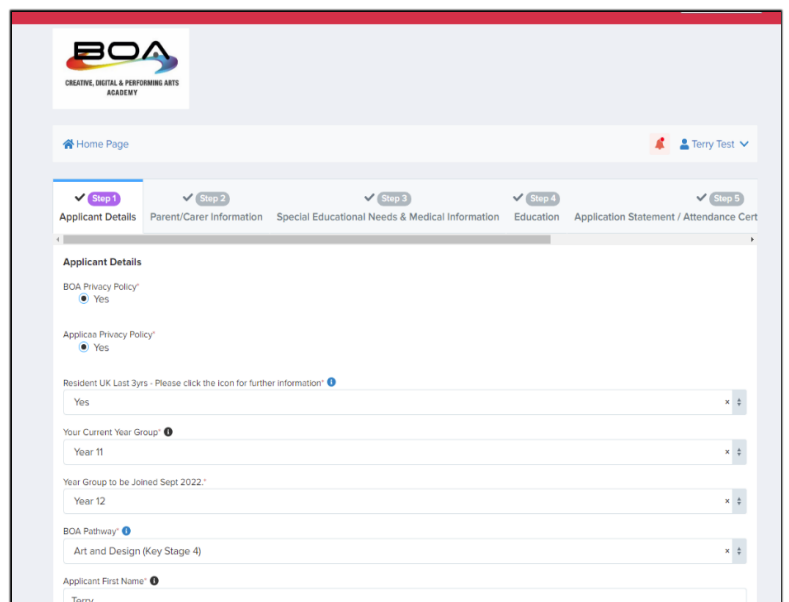
5. You will be taken to the student home page from where you can start the application by clicking *Continue Application*.



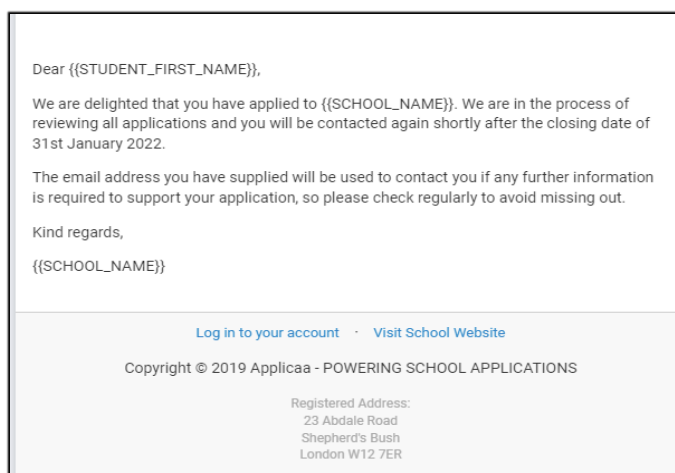
6. The application will look like this. There are seven steps to work through. Mandatory fields have an asterix (*) and must be completed. You may save your progress at the end of each step, or mid-way through (see 9 below).

You will be able to submit your application at the end of Step 7. You must click the *Save & Submit* button, otherwise your form will not be submitted.

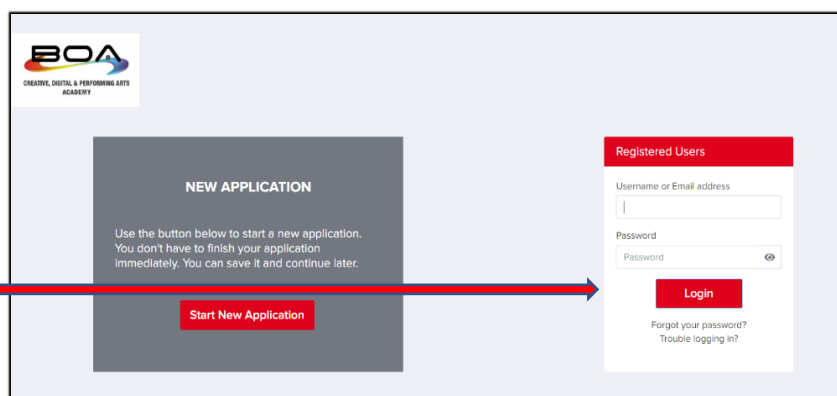
Please note that once your application has been submitted, it is locked and cannot be accessed or amended. If anything needs to be amended or added, please email this to admissions@boa-academy.co.uk.



7. On submission, an acknowledgement email will be sent to you.



8. If you have saved your application mid-way, you can return to it by using the URLs (see 1 above) to return to this screen and log back in as a *Registered User*.



IF YOU EXPERIENCE ANY TECHNICAL DIFFICULTIES, PLEASE CONTACT US – DO NOT ATTEMPT TO START A NEW APPLICATION.