

Applying for Ivybridge Sixth Form via Options Online

User Guide

Notes:

- All applications are made Online via SIMS Options Online.
- Only log-on to complete your application once you are sure on your choices.
- Once you have saved these, you cannot go back and edit them.
- If you want to make any changes once you have saved your choices in Options Online, but before your informal interview, this can be done via Mrs Nichols in the Sixth Form Office or by calling 01752 891774.

Step 1:

Once you are ready to complete your application, students should log on to their College email account and find the email from Capita/SIMS. Click on the link to activate your account for the online portal.



Devon Test School 1 is inviting you to join SIMS Online Services, their new online portal. You can register for the following services:

- SIMS Student
- SIMS Options

To join, simply [click this link](#). The link is valid for the next 90 days.

You can register to sign in with your existing credentials with any of the below account providers:


- Microsoft/Office 365


Step 2:


When prompted, please choose to sign in using Microsoft.


SIMS


Sign in to SIMS Options


 Sign in with SIMS ID

 Sign in with Facebook

 Sign in with Twitter

 Sign in with Google

 Sign in with Microsoft

 Sign in with Office 365

Step 3:

Make your choices! Read the guidance at the top carefully...You should either choose A Levels/Diplomas OR an Extended Diploma (Public Services or Sport Studies)

If you choose A Levels/Diplomas, please choose three from the courses listed. A fourth subject or a subject from the Academic Enrichment list (EPQ, Core Maths, AS German) can then be added if you wish, but this is not compulsory. You should then include one reserve subject.

If you would like to apply for one of the Extended Diplomas, please choose either the Sports Studies Ext Diploma or Public Services Ext Diploma. This will be the only choice you need to make.

A Levels/Diplomas

You have chosen 0 of 4 courses and 0 of 1 reserves from this list

A Business BTSC Level 3 Extended Certificate	Reserve	A Level English GCE Advanced Two Year Course	Reserve	Applied Psychology BTSC Extended Certificate Level 3	Reserve
Applied Sc BTSC Level 3 Extended Certificate	Reserve	Art GCE Advanced Two Year Course	Reserve	Biology GCE Advanced Two Year Course	Reserve
Bus.St. GCE Advanced Two Year Course	Reserve	Chemistry GCE Advanced Two Year Course	Reserve	Computer Studies GCE Advanced Two Year Course	Reserve
Criminology BTSC Level 3 Diploma	Reserve	Dance GCE Advanced Two Year Course	Reserve	Design GCE Advanced Two Year Course	Reserve
Drama GCE Advanced Two Year Course	Reserve	Economics GCE Advanced Two Year Course	Reserve	En. Lit GCE Advanced Two Year Course	Reserve
Film Studies GCE Advanced Two Year Course	Reserve	Geography GCE Advanced Two Year Course	Reserve	Health and Social Care BTSC Extended Certificate Level 3	Reserve
I.T. Cambridge Technicals Intro Diploma Level 3	Reserve	Music GCE Advanced Two Year Course	Reserve	Performing Arts BTSC Certificate Level 3	Reserve
Med.St. GCE Advanced Two Year Course	Reserve	Physics GCE Advanced Two Year Course	Reserve	Psychology GCE Advanced Two Year Course	Reserve
Phys. Ed. GCE Advanced Two Year Course	Reserve	Religious Studies GCE Advanced Two Year Course	Reserve	Sociology GCE Advanced Two Year Course	Reserve
Photograph GCE Advanced Two Year Course	Reserve	Textiles GCE Advanced Two Year Course	Reserve		
Spanish GCE Advanced Two Year Course	Reserve				

Academic Enrichment

You have chosen 0 of 1 courses from this list

EPQ GCE Advanced Two Year Course	German GCE Advanced Subsidiary Revised	Maths Core GCE Advanced Subsidiary
----------------------------------	--	------------------------------------

Sports Studies Ext Diploma

You have chosen 0 of 1 courses from this list

Sports Dvt BTSC Diploma Level 3

Public Services Ext Diploma

You have chosen 0 of 1 courses from this list

P. Services BTSC Diploma Level 3

Once you have chosen your main course(s), they go BLUE. Your reserve (if applicable) will be ORANGE. To deselect a subject, simply click it again. All choices will be shown in the top right hand of the screen.

Academic

You have chosen 3 of 3 courses and 1 of 1 reserves from this list

A Business BTSC Level 3 Extended Certificate	Reserve	A Level English GCE Advanced Two Year Course	Reserve	Applied Psychology BTSC Extended Certificate Level 3	Reserve	Applied Sc BTSC Level 3 Extended Certificate	Reserve
Art GCE Advanced Two Year Course	Reserve	Biology GCE Advanced Two Year Course	Reserve	Bus.St. GCE Advanced Two Year Course	Reserve	Chemistry GCE Advanced Two Year Course	Reserve
Computer Studies GCE Advanced Two Year Course	Reserve	Criminology BTSC Level 3 Diploma	Reserve	Dance GCE Advanced Two Year Course	Reserve	Design GCE Advanced Two Year Course	Reserve
Drama GCE Advanced Two Year Course	Reserve	Economics GCE Advanced Two Year Course	Reserve	En. Lit GCE Advanced Two Year Course	Reserve	Film Studies GCE Advanced Two Year Course	Reserve
Further Ma GCE Advanced Two Year Course	Reserve	French GCE Advanced Two Year Course	Reserve	Geography GCE Advanced Two Year Course	Reserve	Health and Social Care BTSC Extended Certificate Level 3	Reserve
History GCE Advanced Two Year Course	Reserve	I.T. Cambridge Technicals Intro Diploma Level 3	Reserve	Maths GCE Advanced Two Year Course	Reserve	Music RSL BTSC Level 3 Subsidiary Diploma	Reserve
Med.St. GCE Advanced Two Year Course	Reserve	Music GCE Advanced Two Year Course	Reserve	Performing Arts BTSC Certificate Level 3	Reserve	Phys. Ed. GCE Advanced Two Year Course	Reserve
Physics GCE Advanced Two Year Course	Reserve	Psychology GCE Advanced Two Year Course	Reserve	Photograph GCE Advanced Two Year Course	Reserve	Religious Studies GCE Advanced Two Year Course	Reserve
Sociology GCE Advanced Two Year Course	Reserve	Spanish GCE Advanced Two Year Course	Reserve	Textiles GCE Advanced Two Year Course	Reserve		

Academic Enrichment

You have chosen 1 of 1 courses from this list

EPQ GCE Advanced Two Year Course

My Choices in Order of Preference (Total Choices: 4)

To change your order of preference select a choice and click the position in the list you would like to move it to

- 1 A Business BTSC Level 3 Extended Certificate Academic
- 2 En. Lit GCE Advanced Two Year Course Academic
- 3 Physics GCE Advanced Two Year Course Academic
- 4 EPQ GCE Advanced Two Year Course Academic Enrichment

My Reserves in Order of Preference (Total Reserves: 1)

To change your order of preference select a reserve and click the position in the list you would like to move it to

- 1 Sociology GCE Advanced Two Year Course Academic

NOTE that the official names of some subjects in SIMS Options Online differ from the names on the Course Descriptors/in the Prospectus. Please refer to the list below to ensure you are choosing the correct courses.

Course	Name of Course in Options Online
Applied Business	A Business
Applied Science	Applied Sc
Applied Psychology	Applied Psychology
Art, Craft & Design	Art
Biology	Biology
Business	Bus.St.
Cambridge Technical Extended Certificate in IT	I.T.
Chemistry	Chemistry
Computer Science	Computer Studies
Core Mathematics (AS)	Maths Core
Criminology	Criminology
Dance	Dance
Design and Technology: Product Design	Design
Drama	Drama
Economics	Economics
English Language and Literature	A Level English
English Literature	En. Lit
Film Studies	Film Studies
French	French
Further Mathematics	Further Ma
Geography	Geography
German (AS)	German
Health and Social Care	Health and Social Care
History	History
Mathematics	Maths
Media Studies	Med.St
Music	Music
Music RSL	Music RSL
Performing Arts	Performing Arts
Photography	Photograph
Physical Education	Phys. Ed.
Physics	Physics
Psychology	Psychology
Public Services	P. Services
Religious Studies	Religious Studies
Sociology	Sociology
Spanish	Spanish
Sport Development, Coaching and Fitness (Sports Studies)	Sports Dvt
Textiles Design	Textiles


Step 4:

Check your choices are correct and then add in any supporting/.additional information you would like up to know (about your suitability for the courses/possible career plans) in the **Student Comments** box.

▼ Student Comments

Add any comments here

Step 5:

Once you are done, click the SAVE  button at the top of the page.

Thank you!

Your application is now complete. We will contact you after the deadline of Wednesday, 29 January to confirm receipt of your application and to advise you of the date of your informal interview. These will take place during the week commencing Monday, 10 February.

If you would like to make any changes before this date, please use the contact details at the beginning of this User Guide.

