



## Guide to applying for a place at Malvern College for overseas pupils

### UK and Malvern College Year Groups

Age	UK School Year	Malvern College equivalent	Remarks
13	9	Foundation Year (FY)	Lower School
14	10	Remove (1 <sup>st</sup> yr IGCSE/GCSE)	
15	11	Hundred (2nd yr IGCSE/GCSE)	Includes the Pre-6 <sup>th</sup> Form Course
16	12	Lower 6th (1st yr IB/A Level)	Upper School
17	13	Upper 6th (2nd yr IB/A Level)	
18		University	

### Making an application

Initial enquiries should be made 2 years in advance for entry into Year 9 and at least 18 months in advance for entry to all other year groups.

Parents should firstly contact the Registrar's office to confirm that there are places available. The Registrar will need to see a profile/CV of your child and a copy of the most recent annual school report with grades before deciding whether to proceed; these can be emailed<sup>1</sup> or sent by post. Note that German and Austrian pupils must have an average Zeugnis score of between 1.0 and 2.0.

The next important step is to Register your child by completing the Registration Form and paying the Registration Fee which can be done either prior to a visit or after a visit. The Form can be completed online or downloaded from our website. We strongly recommend that you register your child as soon as possible otherwise we may not be able to guarantee a place in the School and the choice of boarding house may become restricted. Pupils also have to be registered before they can sit our entrance tests.

Next make an appointment to visit the School. **Please note that we expect to**

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<sup>1</sup> registrar@malcol.org

**interview all prospective pupils in person at Malvern. Skype interviews are not an acceptable alternative.** This is the perfect opportunity for you and your child to familiarize yourselves with the School and fundamentally to determine whether it is the right school for your child. Housemasters and Housemistresses also like to meet candidates before accepting them into their house. Please note that the boarding House you see on your visit will be an example and is not necessarily the House that your child will join. As a general rule, you will need to book your appointment at least 3 weeks in advance.

## **Entrance Tests**

Entrance tests can be taken at Malvern or it may be possible to sit the tests overseas although some restrictions apply. Please contact the Registrar's office for further details. There is no formal testing day and therefore tests are sat on an individually arranged basis. Prospective pupils are expected to sit entrance tests as follows:

- **Year 9 and 10.** Candidates for entry into Years 9 and 10 must pass tests in Mathematics, English and Science. These tests must be sat in January/February<sup>2</sup> of the year of entry. Results will be confirmed as soon as possible as long as the candidate has attended the College for an interview.
- **Year 11.** Candidates for entry into Year 11 and the Pre-6th Form Course must also pass tests in Mathematics, English and Science. These tests must be attempted by no later than **31st October** of the year before entry. Results will be confirmed by the end of November. We recommend that candidates visit the College in the Summer Term of the year prior to entry and no later than November.
- **Sixth Form.** Candidates for entry into Year 12 (Lower 6th) must pass tests in their chosen A Level/IB Higher Level subjects, plus Mathematics and English as appropriate.

The recommended timeline for Sixth Form applications for entry in September 2017 is as follows:

- **January - June 2016.**  
**Preferred period for Sixth Form candidates to visit to the College.**  
A limited number of appointments might still be available in September and October 2016 but, wherever possible and in order to avoid disappointment, we urge families to visit the College during term time between January and June 2016. Please note that appointments need to be booked at least three weeks in advance.
- **1<sup>st</sup> September - 31<sup>st</sup> October 2016**

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<sup>2</sup> No later than 3<sup>rd</sup> March.

**Period during which non-UK based applicants should sit their entrance tests.**  
The tests can be sat at the College or administered on our behalf by an agreed Third Party in the candidate's country of residence.

- **24<sup>th</sup> October 2016**  
**Deadline for scholarship applications.** Candidates must have completed their entrance tests and submitted a scholarship entry form before this date.
- **31<sup>st</sup> October 2016**  
**Deadline for visiting the College.**
- **1<sup>st</sup> December 2016**  
**Date on which examination results will be released.** Successful candidates are kindly requested to accept or decline their places within three weeks.
- **21<sup>st</sup> December 2016**  
**Deadline for successful candidates to accept their offers.**
- **January 2017**  
**Late applications.** Date from which late applications will be considered if additional places have become available.

### **6th Form Waiting List**

The Malvern College A Level/IB programme is extremely popular and each year we have significantly more applications than available places. Therefore prospective students who delay in applying may find their names entered onto a waiting list. We would still recommend that candidates on the waiting list visit the School and take the entrance tests to ensure that they are in a position to accept a place should one become available.

### **Formal offer of places**

A formal offer of a place is dependent upon:

- Formal registration
- Passing the entrance tests
- Satisfactory reports from a candidate's current school
- Success at interview

In order to confirm acceptance of a place for your child you will need to return the Acceptance Form and pay the Acceptance Deposit. Once we have received both the Form and the Deposit we will then notify you which boarding house your child will be joining.

## Visas

If you live outside of the European Economic Area (EEA) then you will need to apply for a Tier 4 Student Visa to study at Malvern. **Parents must ensure that their child is in possession of a valid visa at the start of term and moreover to ensure that the child's passport and visa are renewed as required.** More information and advice on the process is available from the UK Visas and Immigration website (<http://www.ukba.homeoffice.gov.uk>).

## Joining information

New Pupils' Information will be sent to all confirmed entrants approximately six months before they are due to join the School. This includes information about term dates, uniform, transport, music tuition, etc. You will also be asked to provide information on your child's guardian (all overseas pupils must have a guardian **over the age of 25** in the UK). The Housemaster/Housemistress will also write before the end of the summer term with specific information about joining the boarding houses and arrangements for your child's arrival at the start of term.