

Step 1: Start your application

To start your application, head to our application portal, [CEDAR](#).

Save and continue

To save your progress and continue later, click the 'next' option at the bottom of each section. This moves you on to the next page, and you can go back and edit your details by clicking the title tab at the top of the page, right up until you click the final 'submit application' button.

Just remember to click 'next' every time you leave a page. If you go back to edit something but don't click 'next' again, your changes won't be saved.

If you save your application to continue later, we'll send you an email (to the address you used on your form) with a link that takes you straight back to where you left off.

Step 2: Fill in your personal details

This is the first section of the application form. In CEDAR, it's broken down into the following sections:

Personal details

Forename – please enter your legal first name, and any middle names, as printed on your passport.

Surname – please enter your legal surname as printed on your passport.

Preferred forename – if you'd like to be known by a different name to your legal forename, let us know here. Your preferred name is the one we'll use in all our communications with you, including emails and letters to your home address.

Date of birth – click the text box and select your date of birth using the calendar. It defaults to '2026', so make sure you change this.

Sex – please give your legal sex as stated on your passport or birth certificate. If you'd like to let us know your preferred pronouns, you can do that later in the form.

Email address – please enter your personal email address. This is the main way we'll keep in touch about your application, so it's worth double-checking it's accurate. It's really important that you use a personal email address rather than a school one, as school email settings often block messages from external senders.

Mobile number – please enter your personal mobile number. We'll use this for your Course Consultation Interview. UK mobile numbers start with '07' and have 11 digits in total.

School – start typing your school's full name until it appears in the drop-down menu, or scroll through the list to find it.

If your school is in the Greater Manchester area but isn't listed, select 'Other School Greater Manchester Area'. If it's elsewhere in the UK, select 'Out of Greater Manchester Area'. There are also options for 'Home Educated or Online School', 'School Abroad' or 'Already Left School', if any of these apply to you.

Address

Please enter your postcode and home address. This is where we'll send any post about your application, so use the address you're currently living at.

If you're moving soon, or will be living somewhere different when you start College, you'll be able to let us know your new address and moving date later in the form.

If you currently live outside the UK, please enter your address as Xaverian College, Lower Park Road, Manchester, with the postcode M15 5RB.

To be eligible to study at Xaverian College, you'll need a Greater Manchester address by the time you enrol.

Contacts

Here, we ask for your parent or carer's contact details. We keep these as a back-up, in case we have any trouble reaching you by email or mobile about your application.

Step 3: Enter your qualifications and predicted grades

In this section, you'll tell us the qualifications you're studying at school, and your predicted grades. Predicted grades are given by your teachers in Year 11, usually based on your mock exam results, rather than the 'target' or 'minimum expected' grades sometimes set in Year 7.

If you're not sure what your predicted grades are, check with your Head of Year or Careers Advisor before completing this section. It's important to enter your subjects and grades accurately, as the predicted grades you enter will be sent to your school to verify before we confirm any offer of a conditional place.

To enter your qualifications:

1. Click the drop-down box and select your first qualification from the list.
2. If this is a predicted grade (for example, you haven't sat the exam yet), keep the 'predicted' box ticked. If you've already taken the qualification, untick the 'predicted' box and enter the grade you achieved.
3. In the 'Grade' box, enter your predicted grade for this subject. This will be a number for a GCSE (1-9), a letter (A*–G) for an iGCSE, or a letter (D*–P) for a BTEC or Applied subject.
4. As GCSE Combined Science is a dual qualification, you'll be asked for a dual grade (for example, 77). If your two grades are different, put the higher grade first (for example, 76 or 54), with no comma, dash or space between them, or the form won't let you proceed.
5. To add your next qualification, click 'add row' and repeat the steps above.
6. If you add an extra row by mistake, or enter something incorrectly, tick the 'delete' box. The row will be removed once you click 'next'.

If you're currently resitting any GCSEs, please enter the grade you originally achieved. You'll have a chance to tell us your new predicted grade for this subject later in the form.

If you're not studying, or haven't studied, any of the qualifications listed in the drop-down box (for example, if you have international qualifications), please tick the 'I am not studying any of the qualifications listed above' box at the bottom of the page. Our Admissions team will then get in

touch to review your qualifications. If only some of your qualifications appear in the drop-down box and you have others to tell us about, you'll be able to add these later in the form.

To be eligible to study at Xaverian College, you'll need GCSE or iGCSE qualifications.

Step 4: Enter your subject choices

Using the drop-down box, choose the subjects you'd like to study with us. You can pick whatever combination suits you, and we'll talk it through in more detail at your Course Consultation Interview.

Step 5: Additional details, Elite Basketball Academy and personal statement

This section asks for some additional details, such as your ethnicity, residency status, and any learning or pastoral support you might need. It also asks you to write a personal statement as part of your application. Here's some helpful information for this section.

Residency status

We have a legal requirement to make sure all students have the right to study with us. This sometimes means we need to collect further information about residency or immigration status.

1. If you've lived in the UK for 3 years but aren't a British citizen, select 'Yes' in response to the first question.
2. If you're not sure of your residency status, or whether you have Settled or Pre-settled status, please check with your parent or carer before submitting your application.

If we need any further information about your residency status, our Admissions Team will be in touch to explain the next steps.

Learning and pastoral support

Please tick any boxes that apply to you. If there's further information or context you'd like to share, or a learning support need not covered by the options listed, you'll be able to add this later in the form.

Elite Basketball Academy

The Xaverian Elite Basketball Academy is one of the most successful basketball academies in the country. If you're applying for the Men's or Women's Elite Basketball Academy team, please let us know here. Our Admissions Team will then be in touch to request a sporting reference and explain your next steps.

Personal statement

Your personal statement is split into three questions.

There's no minimum or maximum word count, though we'd suggest around 250–300 words per question. It's a good idea to draft this in a Word document first, then copy and paste it into your application form in CEDAR.

Remember: to save your progress, click the 'next' option at the bottom of the page. Click 'next' every time you leave a page, as any edits made without clicking 'next' again won't be saved.

Step 6: Confirmation

If there's anything else you'd like us to know about your application, please use the additional notes box. This might include:

- Preferred pronouns
- Relocation or address information
- Additional qualifications not listed in the drop-down menu
- Learning or pastoral support details
- Any other context you'd like our Admissions Team to be aware of when processing your form

Step 7: Submit your application

When you're ready, click 'submit application' at the bottom of the final page. You'll receive a confirmation email with your chosen courses and details of what happens next.

Once you've submitted, you won't be able to edit your details on the online application form, so it's worth checking everything carefully first.

Your school will then be notified that you've applied and asked to complete a school reference for you.

If you have any questions, please get in touch with the Admissions Team via admissions@xaverian.ac.uk or 0161 249 2145. We're here to help.