



IVYBRIDGE COMMUNITY COLLEGE

Year 9 to 10 Options

Applicaa Options Online User Guide

All Option choices must be made Online via Applicaa Options Online.

Applicaa can be accessed via a link which will be sent to each student's College email account after Parents' Evening on Thursday, 23 January 2025.

Once logged on each student MUST remember their own password which they will be asked to create so that they can log in and out until they are ready to submit. Please follow the instructions very carefully—this should be completed by the student **by Thursday, 30 January 2025** having discussed this with their parent/carer.

To reassure you, all choices submitted from Thursday, 23 January 2025 to Thursday, 30 January 2025 will be treated in exactly the same way as this is not run on a first come, first serve basis.

If choices need to be amended the student will have to resubmit a different set of choices. Parent/Carers will then receive a new email from Applicaa listing the new choices, which can then be approved.

Deadline date for Final Submittance is **Sunday, 2 February 2025**.

After this, please contact the **year9options@ivybridge.devon.sch.uk** email address for advice.



Applicaa Login Process:

- 1) Receive email inviting you to log in to system to make choices
- 2) Click on the link within the email and access the system using the login details provided
- 3) Once you have logged in, click the 'Continue Application' button to access your options form

GCSE Curriculum Option Form

GCSE Curriculum Option Form Progress

Step 1: Courses

Continue Application



Ranking Your Preferences

Re-arrange the subjects so that they are listed in preferred order

Subject Selection Ranking your preferences Submitting your choices

Now it's time to rank your preferences

Please re-arrange the subjects so the one you MOST want to do is at the top, followed by your second choice, etc.

Your choices	Instructions
1. BTEC Tech Award in Performing Arts	The subject you want to do the MOST
2. GCSE in Geography	The subject you want to do the SECOND-MOST
3. GCSE in Physical Education	
4. GCSE in Separate Sciences: Bi, Ch & Ph	
5. GCSE in French	
6. GCSE in Drama	

Subject Selection

Select your 6 preferred subjects from the Available Subjects List

Subject Selection Ranking your preferences Submitting your choices

Select your preferred subjects

Click on the subjects you would like to choose from the list below, you will rank them in order in the next step. Any rules you need to follow when choosing are shown on the right.

Available subjects	Your choices	All criteria
<input type="checkbox"/> BTEC Tech Award in Child Developm...	1. GCSE in Physical Education	<input checked="" type="checkbox"/> You have made enough 6 choices.
<input type="checkbox"/> BTEC Tech Award in Enterprise	2. GCSE in Drama	<input checked="" type="checkbox"/> You must select at least 1 subject from the list below: GCSE in Geography / GCSE in History
<input type="checkbox"/> BTEC Tech Award in Health and Soci...	3. GCSE in Separate Sciences: Bi, Ch & Ph	<input type="checkbox"/> Subjects in this group will not be allocated together: BTEC Tech Award in Performing Arts / GCSE in Drama
<input checked="" type="checkbox"/> BTEC Tech Award in Performing Arts	4. GCSE in French	
<input type="checkbox"/> Cambridge National in Sport Studies	5. BTEC Tech Award in Performing Arts	
<input type="checkbox"/> GCSE in Art and Design (3D Design)	6. GCSE in Geography	
<input type="checkbox"/> GCSE in Art and Design (Art, Craft & ...		
<input type="checkbox"/> GCSE in Art and Design (Photography)		
<input type="checkbox"/> GCSE in Art and Design (Textiles Des...		
<input type="checkbox"/> GCSE in Business		
<input type="checkbox"/> GCSE in Computer Science		
<input type="checkbox"/> GCSE in Dance		
<input type="checkbox"/> GCSE in Design and Technology		
<input checked="" type="checkbox"/> GCSE in Drama		
<input type="checkbox"/> GCSE in Economics		
<input type="checkbox"/> GCSE in Food Preparation and Nutrition		
<input checked="" type="checkbox"/> GCSE in French		
<input checked="" type="checkbox"/> GCSE in Geography		
<input type="checkbox"/> GCSE in History		
<input type="checkbox"/> GCSE in Media Studies		
<input type="checkbox"/> GCSE in Music		
<input checked="" type="checkbox"/> GCSE in Physical Education		
<input type="checkbox"/> GCSE in Psychology		
<input type="checkbox"/> GCSE in Religious Studies		
<input checked="" type="checkbox"/> GCSE in Separate Sciences: Bi, Ch &...		
<input type="checkbox"/> GCSE in Sociology		
<input type="checkbox"/> GCSE in Statistics		

Rank your preferences

To move to the next stage: Click the Rank Preferences button

Submit your choices

To move to the next stage: Click the Submit your Choices button

Check the Criteria boxes for guidance about your choices

Green Box = Choice conditions have been met

White Box = Review message and amend choices if required, Remember the Conditions are:

- GCSE Combined Science will be automatically allocated UNLESS you choose GCSE in Separate Sciences from the Available Subject List above
- You **MUST** choose GCSE History or GCSE Geography, you can choose both
- These subjects will not be allocated together (you can choose both but only one will be allocated)
 - BTEC Tech Award in Enterprise AND GCSE Business
 - BTEC Tech Award in Performing Arts AND GCSE Drama
 - Cambridge National In Sport Studies AND GCSE in Physical Education
 - GCSE in Art & Design in 3D Design AND Art, Craft & Design AND Textiles
 - GCSE Sociology AND GCSE Psychology

Submitting Your Choices

An email will then be sent to your Parents/Carers to inform them of your choices. They will then be

Subject Selection Ranking your preferences Submitting your choices

Submitting your choices.

We will now send an email to your parents to notify them of the choices you have made. Below is an example of what it will look like:

Dear Parent/Carer

Your child, [Name] has sent us their options subject choices for Year 10, and we are writing to get your confirmation that you are happy with these choices.

In ranked order (starting with their top priority choice), they have chosen:

BTEC Tech Award in Performing Arts
GCSE in Geography
GCSE in Physical Education
GCSE in Separate Sciences: Bi, Ch & Ph
GCSE in French
GCSE in Drama

If you are happy with these choices, please click on the button below to confirm!

Otherwise, please discuss the choices with your child and ask them to resubmit a different set of choices. You will then receive a new email from us listing the new choices, which you need to approve by [Name] please.

Best wishes

Year 9 GCSE Options Team