

Admissions Process

Step 1: Apply Online

- Once you have applied online, you will receive an onscreen confirmation and be sent an auto-generated email.
- If you are having any trouble applying, please email info@ncclondon.ac.uk

Step 2: Application Actioned

- Your application will be actioned by our Customer Services Team.

Step 3: Letter Sent

- You will receive a letter of confirmation along with an invitation to our next Open Event or Taster Session.
- If you are aged 16-18, you will also receive a reference request that you will need to get completed by your school.
- If you are aged 19+, you may be sent a letter which will include an assessment date to attend if your course requires you to sit an assessment.

Step 4: Keep Warm Campaigns Sent

- We have a range of 'Keep Warm Campaigns' that we email to our applicants throughout the year and are designed by our Marketing Team. The campaigns are a way of sharing upcoming events, taster sessions, student successes and other information virtually to our applicants.

Step 5: Enrolment Letter Sent

- You will be sent an invitation to attend our Open Enrolment Days. This will include a full list of dates and time as well as a list of documents that you would be required to have with you when enrolling.
- If you are aged 16-18, you must have your reference completed by your school before you attend Open Enrolment. If you are unable to get a completed reference form from your school, please email info@ncclondon.ac.uk and our Customer Services Team will be able to advise you.

