



NORTHWOOD SCHOOL GRADE 8 ADMISSIONS GUIDE FOR 2028

Applications Open 6 October 2026

Thank you for your interest in Northwood School.

Choosing the right high school is an important decision, and we encourage all parents to read this guide carefully before beginning the online application process. This guide has been designed to help you prepare all required information and supporting documentation before starting your application.

Please note that submission of an application does not guarantee admission to Northwood School. Northwood receives significantly more applications than available places each year and is therefore unable to accommodate all applicants. We strongly encourage parents to apply to more than one school to ensure alternative options are available should a place not become available at Northwood.

BEFORE YOU BEGIN

To make the application process as smooth as possible, please ensure that you have all required information and supporting documentation available before starting your application.

Required Fields

Fields marked with a **red asterisk (*)** are compulsory.

You will not be able to submit your application unless all required fields have been completed.

The application will identify incomplete sections before submission; however, we encourage parents to carefully check all information as they progress through the application.

Acceptable File Formats

Supporting documents must be uploaded in one of the following formats:

- PDF (.pdf)
- JPEG (.jpg/.jpeg)
- PNG (.png)

Please ensure that:

- Documents are clear and legible.
- Scanned documents include all pages.
- Photographs of documents are clear, well-lit, and easy to read.
- Files are not password protected.
- Uploaded documents accurately reflect the original document.

Illegible or incomplete documents may delay the processing of an application.

Learner Photograph Requirements

A recent photograph of the applicant is required.

The photograph should:

- ☒ Clearly show the learner's head and shoulders
- ☒ Be recent and an accurate reflection of the learner
- ☒ Be clear, sharp and in focus
- ☒ Be taken against a plain or neutral background where possible
- ☒ Be uploaded in JPG, JPEG or PNG format

Please do not upload:

- ☒ Group photographs
- ☒ Full-body photographs
- ☒ Heavily edited or filtered images
- ☒ Images where the learner's face is obscured or unclear

Documents Required

Please have the following available before starting your application:

- Recent learner photograph
- Full Birth Certificate
- Latest available school report
- Clinic Card / Immunisation Record
- Parent or Guardian Identity Document(s)
- Proof of Residence
- 2nd proof of address in the form of a cellphone account, medical aid proof, etc
- School Fee Clearance Certificate
- Guardianship or custody documentation (where applicable)
- Educational Psychologist's Report (ASC applicants only)
- Bank Statements

Proof of Residence Requirements

Proof of residence is required to verify the residential address supplied in the application.

Acceptable proof of residence may include:

- Municipal utility account
- Current lease agreement
- Bond or home loan statement

The document should:

- ☒ Reflect the parent or guardian's name
- ☒ Reflect the residential address provided in the application
- ☒ Preferably be less than three months old

Where the proof of residence is not in the name of the parent or guardian, the Admissions Office may request additional supporting documentation.

ONLINE APPLICATION IMPROVEMENTS FOR 2028

The online application system has been updated to improve the parent experience and simplify the application process.

Improvements include:

- Information previously entered will automatically populate other sections where the same information is required.
- Consistent field naming throughout the application.
- Improved navigation with the use of "Next" buttons throughout the process.
- Clear application progress indicators.
- Improved visibility of incomplete sections.
- More prominent warnings when required information or documents are outstanding.
- Financial information has been moved closer to the end of the application process.

STEP 1: CREATE YOUR APPLICATION

Visit the Northwood Admissions Portal and create your application profile.

Please ensure that:

- All information entered is accurate and complete.
- Names and identity numbers match official documentation.
- Contact details are current and regularly monitored.
- All information is entered exactly as reflected on supporting documentation.

Any admissions communication will be sent using the contact information provided in your application.

STEP 2: SYLLABUS SELECTION

Early in the application process, parents will be asked to indicate syllabus preferences.

CAPS Syllabus

The CAPS syllabus is Northwood's mainstream curriculum offering.

Parents may indicate an interest in the CAPS syllabus during the application process.

Cambridge Academy

Parents interested in the Cambridge Academy may indicate this during the application process.

Please note that selecting Cambridge Academy indicates interest only and does not guarantee placement in the syllabus.

Cambridge Assessment Dates:

- Friday, 29 January
- Friday, 26 February
- Friday, 16 April

Assessment Time: 14:00 to 16:30

Further information regarding assessments and syllabus requirements will be communicated directly to applicants.

Academic Support Class (ASC)

Parents may indicate whether they wish their son to be considered for the Academic Support Class (ASC).

Please note:

- Selecting ASC indicates interest only and does not guarantee placement.
- Learners may be considered for another syllabus depending on the admissions outcome.
- An Educational Psychologist's Report will be required and must be uploaded during the application process.

STEP 3: UPLOAD SUPPORTING DOCUMENTS

Please upload all required supporting documentation.

Required documents may include:

- Birth Certificate
- Latest School Report
- Clinic Card / Immunisation Record
- Parent or Guardian Identity Documents
- Proof of Residence
- 2nd proof of Residence
- School Fee Clearance Certificate
- Guardianship documentation (where applicable)
- Educational Psychologist's Report (ASC applicants only)
- Declaration
- Bank Statements

Ensure that all uploaded documents are clear, complete and legible.

School Fee Clearance Certificate

All applicants must submit a School Fee Clearance Certificate completed by their current school.

This document forms part of the required supporting documentation and assists the Admissions Committee during the review process.

https://northwoodschool.co.za/wp-content/uploads/2026/10Financial_Clearance_Certificate_A.docx

STEP 4: DECLARATION

Parents will be required to complete and acknowledge the Northwood School Declaration as part of the application process.

https://northwoodschool.co.za/wp-content/uploads/2026/10SECTION_10_Declaration.docx

Please read the Declaration carefully before proceeding.

STEP 5: APPLICATION REVIEW PROCESS

Following submission, applications are reviewed in accordance with:

- Northwood School's Admissions Policy
- Department of Education requirements
- Availability of places
- Supporting documentation provided
- Syllabus-specific requirements where applicable

Applications are reviewed holistically, and we make admission decisions only after considering all relevant information.

Where syllabus preferences have been indicated, placement within a specific syllabus remains subject to admissions requirements, assessment outcomes, syllabus suitability and available capacity.

IMPORTANT REMINDER

Northwood School receives significantly more applications than available places each year.

We therefore strongly encourage families to submit applications to more than one school while awaiting admissions outcomes.

If you require assistance during the application process, please contact the **Admissions Office**

 admissions@nwood.co.za

Thank you for considering Northwood School. We look forward to receiving your application.