

SOS-Hermann Gmeiner International College

APPLICATION GUIDE

A quick guide on how to use the college application sy

Application Requirements for IB MYP Applicants:

Only applicants in IB MYP3 or JHS3 of the national system, Grade 8 of the American System or Grade 9 of the British System in the year of application will be shortlisted. Kindly ensure that the following documents have been uploaded in the previous stages of your online application:

- A standard recent passport picture on a white background and of a size not more than 350px * 350px.]
- Scanned copies of birth certificate and detailed bio-data page of passport.
- Scanned copy of the resident permit or dual citizenship card where it applies.
- Scanned copies of last two years terminal or semester reports (i.e. school reports for the last six terms or four semesters, not transcripts)
- Proof of payment of application fee (to be emailed to admissions@soshgic.edu.gh)

Application Requirements for IB MYP Applicants Cont'd:

- The Entrance Examination will be written and computer based. Applicants will be
 assessed in Numeracy, Literacy/Thinking Skills, Science, and Computer-based tests
 at the college premises on Saturday, 24th February 2024.
- Applicants abroad who are unable to write the entrance exam in Ghana are advised to
 notify the Admissions Officer at least a month before the date of examination so that
 alternative arrangements can be made for the exam to be written.
- Selection of applicants for admission interview will be based solely on merit.
- All applicants will receive a confirmation email acknowledging receipt of their submissions.
- It is important that correct e-mail addresses are supplied on the application form since ALL CORRESPONDENCE with prospective parents will be exclusively by e-mail.
- Data Protection : Data Protection: Information held by the college will be used only for its intended purpose.

Application Requirements for IB DP Applicants:

Only applicants in IB MYP5 or Grade 10 of the American System or Grade 11 of the British System and who are preparing to write their upcoming IGCSE exams or its equivalent will be shortlisted. Kindly ensure that the following documents have been uploaded in the previous stages of your online application:

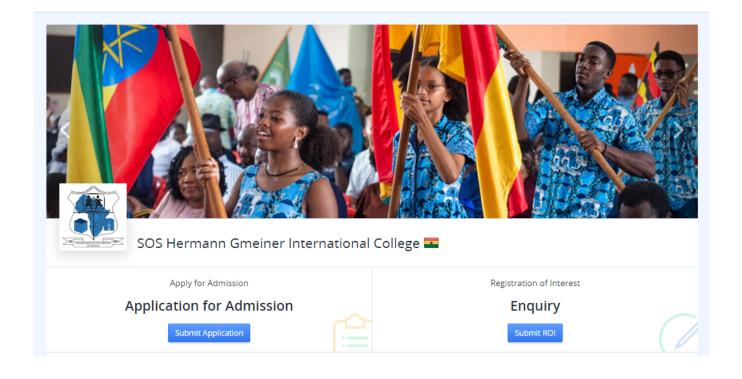
- A standard recent passport picture on a white background and of a size not more than 350px * 350px.
- Scanned copies of birth certificate and detailed bio-data page of passport.
- Scanned copy of resident permit or dual citizenship card where it applies.
- Scanned copies of last two years terminal or semester reports (i.e. school reports for the last six terms or four semesters, not transcripts)
- Proof of payment of application fee (to be emailed to admissions@soshgic.edu.gh)
- A 400-word personal essay on the applicant's future aspirations as an IB student of SOS-HGIC

Application Requirements for IB DP Applicants:

- 1. The Entrance Examination will be written and computer based. Applicants will be assessed in Numeracy, Literacy/Thinking Skills, Science, and Computer-based tests at the college premises on Saturday, 24th February 2024.
- 2. Applicants abroad who are unable to write the entrance exam in Ghana are advised to notify the Admissions Officer at least a month before the date of examination so that alternative arrangements can be made for the exam to be written.
- 3. Selection of applicants for admission interview will be based solely on merit. Candidates must submit IGCSE results once they have been released.
- 4. All applicants will receive a confirmation email acknowledging receipt of their submissions.
- 5. It is important that correct e-mail addresses are supplied on the application form since ALL CORRESPONDENCE with prospective parents will be exclusively by e-mail.
- 6. Data Protection: Information held by the college will be used only for its intended purpose.

Website to Apply from:

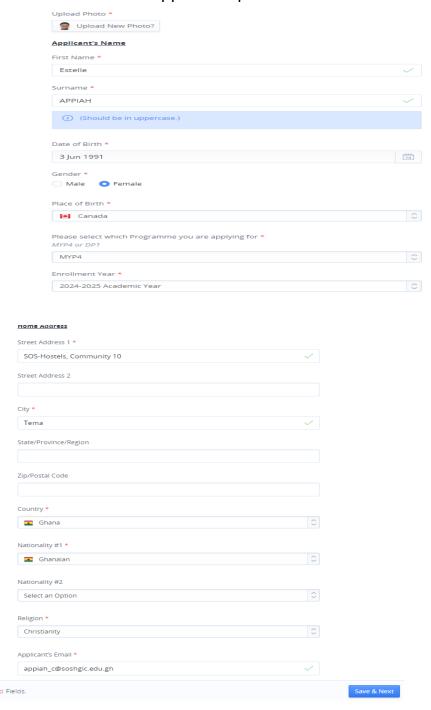
Open your browser and navigate to https://soshgic.openapply.com/



NB: Kindly write to admissions@soshgic.edu.gh if faced with any technical challenges for immediate assistance or call +233243690197 / +233303204267 for guidance

Stage One

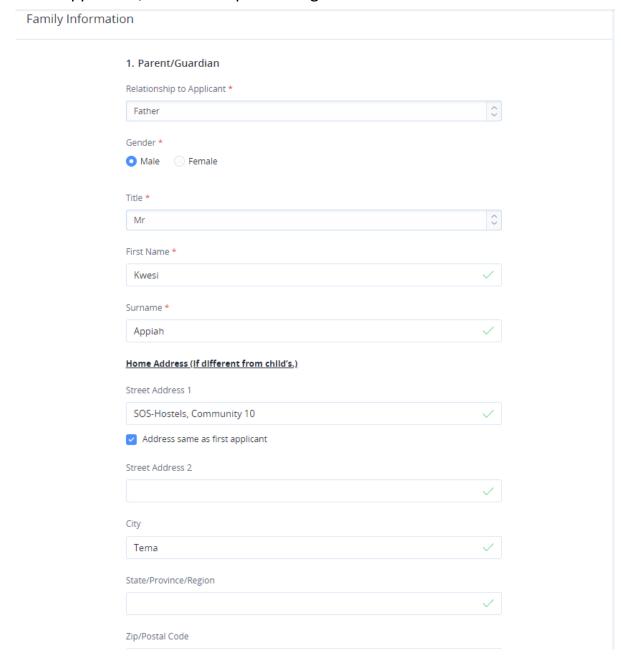
This screenshot marks the very beginning of the application, therefore the user must fill in the various fields as per the criteria demanded. This will collect data about the applicant's personal information.



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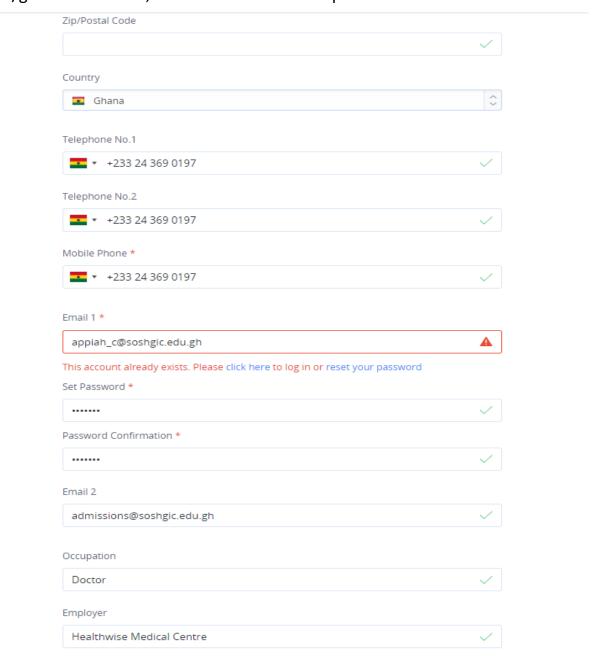
Stage Two

This screenshot marks the second stage of the application. In this section of the application, the family information such as the first parent/guardian information and if applicable, the second parent or guardian information follows.

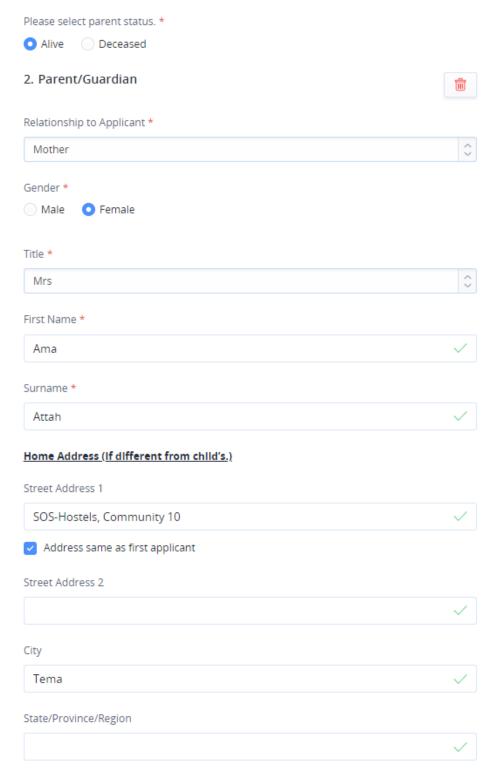


NB: Kindly write to admissions@soshgic.edu.gh if faced with any technical challenges for immediate assistance or call +233243690197 / +233303204267

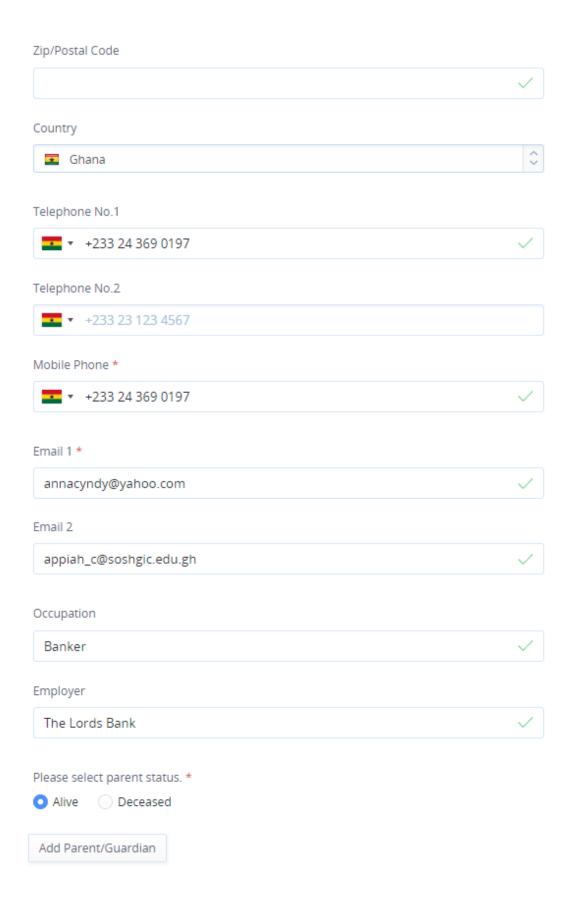
This screenshot is the continuation of the second stage of the application. In this section of the application, the family contact information such as the parent/guardian contact, email address and occupation.



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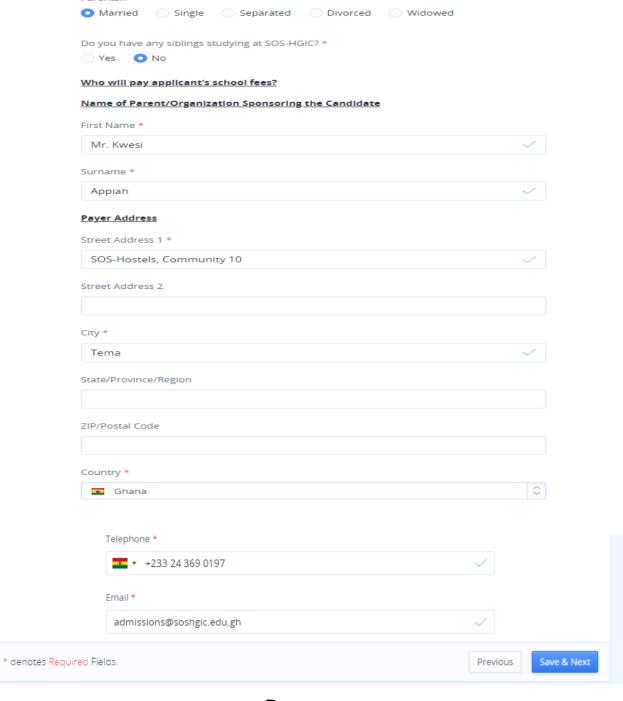


This screenshot is the continuation of the second stage of the application. In this section of the application, the family contact information such as the parent/guardian contact, email address and occupation.



Stage Three

This screenshot marks the third stage of the application process which collects data about who is actually paying the applicant's fees. In some cases, some organization's cater for the fees, therefore we kindly advise that you indicate clearly, if there is an organisation sponsoring or individual, and their address as per the criteria given below:

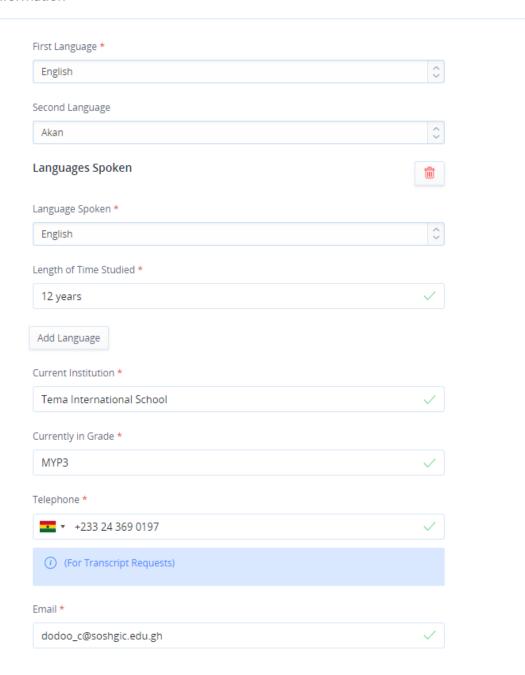


Page 12

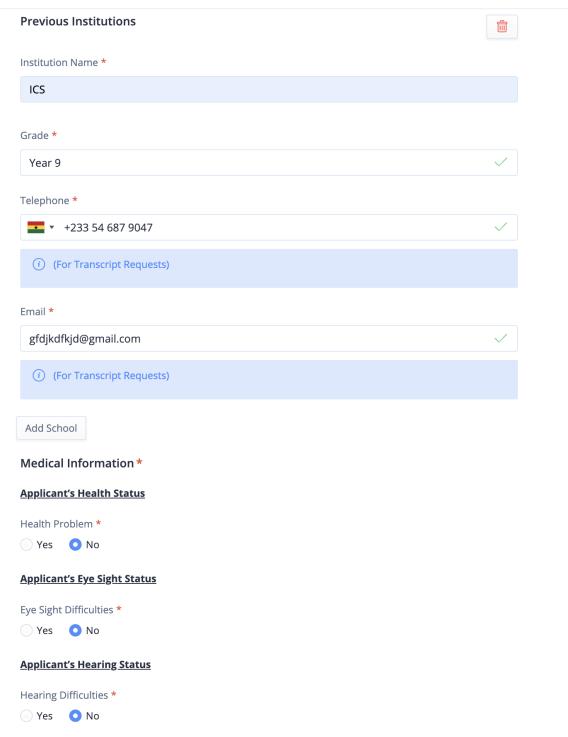
Stage Four

This screenshot marks the fourth stage of the application process. In this stage, the applicant is required to stipulate clearly, the languages, current institution health conditions as per the criteria given below.

Additional Information



This screenshot marks the continuation of the fourth stage of the application process.

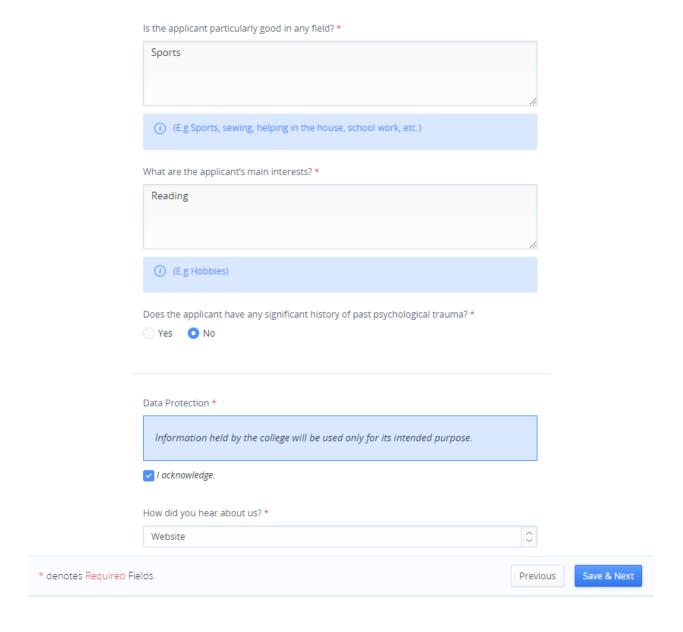


Stage Five

This screenshot marks the fifth stage of the application process. In this stage the applicant is required to stipulate clearly and briefly, the status of his or her Psychological Well Being as per the criteria given below.

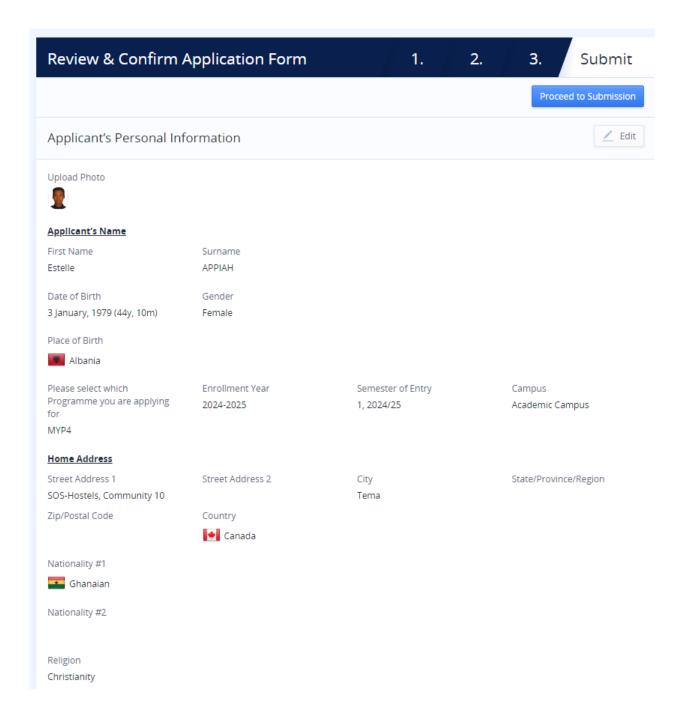
Any medical condition? *
Yes • No
Any allergies? *
Yes No
If you gain admission to HGIC it is a 30-minute walk to and from the college, do you think you are fit and well to do this? *
O Yes No
Applicant's Psychological Well Being
How will you describe the applicant's emotional wellbeing? *
Good
How well adjusted and cooperative is the applicant? Please provide examples. *
Good
li di
What are his/her best qualities? *
Caring
(Character)
Is the applicant considered ambitious, motivated, playful, focused, easily distracted or lacking the drive to succeed, at least at the moment? *
Focused

This screenshot marks the continuation of the fifth stage of the application process.



Stage Six

Kindly review the application requirements and ensure that all the required information has been provided before submission.



Title Dr First Name Kwesi Surname Appiah

Home Address (If different from child's.)

Street Address 1

Street Address 2

City

State/Province/Region

Community six

Tema

Zip/Postal Code

Country

Ghana

Telephone No.1 Telephone No.2

Mobile Phone +233 24 369 0197

Email 1

Medical Doctor

Email 2

appiah_c@soshgic.edu.gh

Occupation

Employer Healthwise Clinic

Please select parent status.

Alive

Parent/Guardian Two

Relationship to Applicant

Mother

Gender Female

Title Mrs First Name Esi

Surname Appiah Home Address (If different from child's.)

Street Address 1 Street Address 2 City State/Province/Region

Zip/Postal Code Country

Telephone No.1 Telephone No.2 Mobile Phone

+233 24 369 0197

Email 1 Email 2

admissions@soshgic.edu.gh

Occupation Employer
Nurse Healthwise

Please select parent status.

Alive

Parents... Married

Do you have any siblings studying at SOS-HGIC?

Νo

Who will pay applicant's school fees?

Name of Parent/Organization Sponsoring the Candidate

First Name Surname Mr. Kwesi Appiah

Payer Address

Street Address 1 Street Address 2 City State/Province/Region

Tema

SOS-Hostels, Community 10

ZIP/Postal Code Country

___ Austria

Telephone

+233 24 367 9041

Email

admissions@soshgic.edu.gh