



Onehouse Road, Stowmarket, Suffolk, IP14 1QR

Tel: 01449 613541

Email: enquiries@stowhigh.com

Web: www.stowhigh.com

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Dear Families

Important Update: Application Process for Year 11 Students Applying to West Suffolk College, Abbeygate Sixth Form, or Suffolk One

We would like to inform you that the application process for students applying to West Suffolk College, Abbeygate Sixth Form College, or Suffolk One has recently changed.

As part of the new application system, students will now need to upload certain documents during the online application process.

Please note the following new requirement:

All applicants must upload a recent passport-style digital photograph that meets the following criteria:

- in colour
- pale background
- full face, looking directly at the camera, including head and shoulders, and centred within the frame
- no filters or editing
- no other people, pets or objects in the photo

We encourage all students to ensure they have a suitable digital photo ready before beginning their application. This does not have to be taken in an official style passport photo booth; it can be taken on smartphones as long as it meets the above criteria.

If your child requires support with this process, please do not hesitate to contact the Careers Team for guidance.

Thank you for your continued support in helping us ensure a smooth application process for our students.

If you have any questions, please do not hesitate to contact me on m.mylrea@stowhigh.com

Kind regards

Melenie Mylrea

Careers Adviser, RCDP/Careers Support Officer



Kingfisher Schools Trust

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