



## ADMISSION POLICY

The School prefers to admit Students who possess exuberant quality and curiousness.

The admissions will be based on the following:

- Results of the placement tests and as administered by the AIS administrators.
- Interview
- Other pertinent requirements set by the AIS Administrators and ADEK

### 1. ADMISSION PRIORITIES

**1.1** The School reserves its right to select the applicants with the following set priorities based on the following strengths:

- Good Academic Background and Performance
- Students Potential
- Teacher Recommendations

**1.2** In addition, School may give priority to students;

- Who have a brother / sister at the School ,
- Who lives close to the School
- Who do well in Placement exams
- Who went to Pre- KG prior to Kindergarten ( for KG Admissions)
- Who have depicted excellent academic qualities

After the Student has completed the initial formalities, additional enrollment documents are required to register the students with the ADEK Requirements.

Registration Fee of AED 500 is charged once the seat has been confirmed.

### 2. AGE CRITERIA

For placement is determined by the child's age by **July 31<sup>st</sup>, 2019** as regulated by ADEK.

GRADE	DATE OF BIRTH (time window)	AGE CRITERIA
KG 1	1.08.2014 - 31.07.2015	4 Years
KG 2	1.08.2013 - 31.07.2014	5 years
Grade 1	1.08.2012 - 31.07.2013	6 Years
Grade2 -Grade 12		Depends upon the child's, age appropriate academic abilities



# ASIAN INTERNATIONAL PRIVATE SCHOOL

## 3. ENTRY ASSESSMENT

School applies **\*Entry Assessment** to analyze an applicant’s strength, skills and abilities. This enables the School to identify and place students in classes at the right level. (G1- 12).

G 8 -12 applicants are required to undergo a **\*\*Subject Adaptive Test** to determine their level and curriculum adaptability.

KG 1 students are analyzed by the key stage role to determine School preparedness and adaptability. Priority for Students with pre-school exposure is applied to KG 1 admission.

Selected students are identified through the results of their placements tests, will be communicated and categorized as **“provisionally verified”** before finalization and also set by the below terms:

1. **Seat availability status**
2. **Previous educational records with transcripts**
3. **Standardized assessment reports**
4. **Age eligibility requirements , set forth in the age regulations specified by ADEK**

\*Entry Assessment - English, Science, Math, Aptitude

\*\*Subject Adaptive Test - Science, Math and other Elective Subjects as applied

## 4. ADMISSION PROTOCOL (BASED ON ADEK REGULATIONS- TENTATIVE)

### 4.1 IN GENERAL

#### ADMISSION REQUIREMENTS FOR NEW STUDENTS

New Students are required to submit the following documents upon admission. It is specified to submit one set for each child.

#### Document Checklist (STUDENT)

	Up to six recent passport-sized photos of the child (Size: 6x4)
	Two copies of <b>attested</b> birth certificate in English or Arabic (if not, this should be translated and authenticated from your embassy or consulate)
	Two copies of the child's passport ,residence visa and Emirates ID
	Recent medical records, Copy of Immunization history and insurance card along with the duly filled Schools’ Medical Form.
	A copy of the most recent school report
	A Transfer Certificate from the child’s current school that needs to be on the School’s letterhead, stamped and signed by the Principal and must not be dated more than three months prior to the date of entry to our School. This certificate needs to be attested by the ADEK/ MOE.
	Department of Foreign Affairs and the UAE Embassy in the country where it was issued. Attestations are not required if the applicant is coming from schools in the US, Canada, Europe, Australia and New Zealand.
	Admission for Grade 10 and 12 should submit the official High School Transcript ( if available)
	Copy of any diagnostic testing or educational assessment (if applicable)
	Any psychological assessments (if applicable)
	Student Registration form and pledge form by those intend to make use of the School transport System
	Student Registration form ( Private Transport)- for parent who provides / arranges their own conveyance
	RFID form ( available along with the admission form)

#### Document Checklist (PARENT)

	Color Copy of Father’s Passport, Visa, Emirates ID and Passport Size photo
	Color Copy of Mother’s Passport, Visa and Emirates ID and Passport Size photo
	Copy of Thawtheeq / Water and Electricity Bill

**Non submission of the above will not guarantee your wards’ registration and is treated as void (Printed copy for the aforesaid documents should be submitted to the admission desk and soft copy to be loaded in a labelled USB with Student Name and Grade to the Reception Desk)**



## 4.2 IN SPECIFIC

### Admission Requirements for Transferees

#### 4.2.1 Admission Deadlines

- 31st October is the last date for admissions, for students coming from within the UAE from any Indian Board.
- 8th February is the last date for admissions for students coming from any Indian Board outside of the country

#### Requirements

Students seeking admission from KG 2 onwards are required to provide a Transfer Validity of Transfer Certificate is 3 months from the date of issue.

#### 4.2.2 Transferring during an Academic Year

AIS accepts mid- year applications. Such applications need to get supportive documents based on the below stated application type.

##### ➤ Transferee from (within) Abu Dhabi

In addition to the standard admission documents, you must also provide:

- Official transcripts and records , and
- An eSIS transfer.

##### ➤ Transferee from another Emirate

- Apart from the above mentioned criterion, students transferring from Emirates outside of Abu Dhabi are required to submit:

1. Scorecard Report of the Student's present school for the current academic year

This should include:

- ✓ Name of the Student
- ✓ Name of the School
- ✓ Class / Grade in which the student is enrolled

The Scorecard needs to be attested by the current school followed by the attestation from the Ministry of Education of the Emirate in which the school is located.

Once these documents are completed it will be directed to the School Principal and after acquiring for his / her approval it will get proceed to the Abu Dhabi Educational Council to complete the formalities.

**The gap between the date of leaving and the date of joining for students from another Emirate should not be more than TWO WEEKS**

##### ➤ Transferee from Oman

Students transferring from OMAN, the Transfer/School Leaving Certificate should be attested by the Indian Embassy/Foreign Affairs Ministry and the UAE Embassy located in that country.

##### ➤ Transferee from Gulf Countries

Students transferring from Gulf countries other than OMAN , the transfer/ School leaving certificate should be attested by the Ministry of Education, Ministry of Foreign Affairs and by the UAE Embassy located in that country.

##### ➤ Transferee from INDIA

Students transferring from INDIA: The Transfer Certificate/School Leaving Certificate has to be attested by the Education Officer of the Zone/District/Area, from where the Transfer Certificate/School Leaving Certificate has been obtained. The seal and signature of the Education Officer has to be verified by the Indian Consulate in Abu Dhabi and the Ministry of Foreign Affairs.

**The gap between the date of leaving and the date of joining for students from OMAN, Other Gulf Countries and India, should not be more than ONE MONTH.**



# ASIAN INTERNATIONAL PRIVATE SCHOOL

## 5. CONTINUED ENROLLMENT

Rising Grade 10 students is required to complete the online form specifying their choice of stream for their admission to G 11 for the academic year 2019-20 and will be tested for proficiency in the core subjects. The selection of students are made based on the following criteria:

1. The assignment of selected area of study will be strictly based on the students' performance in the G 10 pre-board / board.
2. G11 screening / admission test is based on the following Grade break down (Subject Aggregate + Aptitude + HOTS):

### ADMINISTERED SCREENING TEST GRADE BREAKDOWN (MULTIPLE CHOICE)

(Curriculum for screening – G 10 – CBSE)

- **Subject wise aggregate** : 50%
    - Science Stream : Physics, Chemistry, Mathematics, Biology
    - Commerce stream : Economics, Information Technology, Mathematics
  - **Aptitude Test** : 25%
  - **Higher order thinking skills** : 25%
3. Currently enrolled students will be prioritised over prospective students.

### SCREENING TEST- SCORE SHEET WINDOW

Pre-Board / Board	50 %
Screening Test	40 %
Bonus ( AIS Students)	10 %

During the final stage of admission process, scores obtained in Board will be superseded with Pre- Board. If there is a tie between two or more candidates having equal score, their merit will be determined on account of the Board results.

### OFFERED STREAM (G 11 and G 12)

<b>SCIENCE</b>	Main : English Core, Physics, Chemistry Optional : Math, Biology, Comp. Science, Physical Education, Economics
<b>COMMERCE</b>	Main : English Core, Accountancy, Business Studies, Economics Optional : Math, Comp. Science, Physical Education

We offer Arabic Language for our Students who wish to opt.

## 6. WAITING LIST

Applications for admission are accepted as per policy 1.2 and 4.2.1. Applications must be completed online through the school website. As regulated by ADEK, once the class reach to the full capacity, applicants will fall to the wait-list category. Enrolled students desired to decline enrolment; spot will get open to wait-listed students. Parents are advised to fill the wait-list form available in the website. The applicant's position on the wait-list is determined by the priority order mentioned in policy 1.2. Once the space is confirmed the School will communicate with the Parent according to the wait list rank published in the portal for the allotment. The accept/decline applicants must communicate via e-mail through [admin.rws@asianintl.school.com](mailto:admin.rws@asianintl.school.com) If the space is accepted, remaining applicants on the wait-list would go up by one position. If the place is declined, the child in the top position would be removed from the list and the child in the next position would be offered the place.

**All registrations are subjected to ADEK and Other Government Entity Approvals**