



## New Students Registration for the Academic year 2019/2020

### & according to available seats in each grade.

- Students registering in KG1 in all systems should be born year 2015, KG2 year 2014 year, and Grade 1 year 2013 .
- Kg 1 and Kg 2 students should only be interviewed by the School's Social Advisor.
- New students registering from Grade 1 to 4 should sit for an entrance exam in English and Math.
- New students registering from Grade 5 to 12 will be interviewed and have to sit for an entrance exam in English Language and Mathematics.
- Entrance exams & interviews will be held in the school every Saturday starting mid of April. Students who should register their names, grades and contact numbers at the Reception.
- The school will inform the parents of the examination & interview results within one week.
- Students registering for Grade 12 British need to pass 5 IGCSE subjects and the school's interview.
- Upon passing the entrance exams and the interview , parents can proceed with the registration procedure by filling out the application form and submitting the following required papers:
  1. 1 passport copies with a valid residence visa.
  2. 1 birth certificate copies.
  3. 1 copies of the UAE ID for the student and his father (sponsor).
  4. 1 Father's (sponsor) passport copies with a valid residence visa.
  5. 2 passport size photographs.
  6. 1 Copies of the Nationality ID (for U.A.E. nationals).
  7. Upon Registration: Second term report card, Continuation of Studies Certificate & financial clearance from the current school.
  8. A down payment of Dhs. 500 deductible from the school fees should be paid upon registration (nonrefundable in case of withdrawal). First installment in cash, second and third installments in post-date cheques payable on the first

of November and first of February, all should be submitted before the beginning of the academic year.

9. Before Summer vacation: An attested transfer certificate & final report card (marks) from previous school, otherwise the student will not be considered registered.
10. Copy of the student's immunization record or previous school's medical file.

**Application forms with incomplete documents will not be accepted .**

**Transfer certificate attestation :**

1. If issued from any of the U.A.E. emirates (other than Sharjah) :  
Should be attested from that Emirate's educational zone.
2. If issued from any of the GCC countries :  
Should be attested from the ministry of education of the country the certificate was issued at.
3. If issued from U.S.A / Canada / Australia / New Zealand / Western Europe :  
An original certificate with the previous class stated clearly, sealed by the school stamp, and issued in or translated to English or Arabic language (if translated, the translation should be legally attested).
4. All other countries :  
An original certificate sealed by the school stamp, issued in or translated to English or Arabic language (if translated, the translation should be legally attested) and attested from the ministry of education, then the ministry of foreign affairs and then UAE embassy in that country.