



Application Procedure

Thank you for your interest in our school. The following document outlines the application procedure going forward.

All applications and documentation be submitted electronically to admissions@agsgrmmr.sch.ae. Our main method of communication will be via email and our entrance assessments and interviews will be completed either in-person or online, based on an administrative decision.

There are 4 stages to the Admission Process

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|----------------|---|-------------|--------------|
| 1. Application | 2. Interview & Assessment
(upon request) | 3. Approval | 4. Admission |
|----------------|---|-------------|--------------|

1. Application

To apply to Abu Dhabi Grammar School (Canada), students must provide the following:

- o Completed Application Package – Part 1 & 2
- o Confidential Reference Form (to be completed by previous school)
- o Valid copy of the student’s UAE Emirates ID (front and back)
- o Valid copy of the student’s passport with valid UAE residence visa for non-UAE national students
- o Student’s most recent report card
- o Student’s final report card (last academic year)
- o High school Students must provide a school stamped approved transcript from their last school
- o Enrolment letter from student’s current school including eSIS number (for students within the UAE)
- o A recent (within the past 6 months) coloured passport-size photograph of the student with a white background.

*Please note: **All required documents must be valid, coloured copies.** Once your child is accepted at AGS, further documents will be required as outlined below.*

Once all of the above documentation is submitted together via email (admissions@agsgrmmr.sch.ae), the application will be processed and evaluated by the admissions team. An application will not be processed until all of the documents noted above have been received. **Please note, due to the high number of applications received and seat availability, we will only contact those applicants who are selected to either register or sit for an Interview and Assessment based on seats available.**

2. Interview & Assessment

Based on the documents submitted, the student may be selected to move on to the Interview & Assessment stage. The admissions team will arrange the assessment and interview dates. This may be an online process. Applicants will be interviewed and assessed according to their age and grade level. Please note that beginning in the 2023-2024 school year, the age requirements from ADEK are:

	Date of Birth from	Date of Birth to	
KG1	2018 - 1 - September	2019 - 31 - August	<i>Children enrolling in KG1 must be four years old on or before August 31 for schools starting in September.</i>
KG2	2017 - 1 - September	2018 - 31 - August	
1	2016 - 1 - September	2017 - 31 - August	<i>Children enrolling in KG2 must be five years old on or before August 31 for schools starting in September.</i>

Please note that the Application Procedure is subject to change without notice.



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3. Approval

According to an applicant's assessment results and/or received documentation, the applicant will be denied or approved for admission. Admission decisions are based on the school's admissions team and administration.

The decision of whether an applicant is approved or denied entry into Abu Dhabi Grammar School (Canada) is non-negotiable; an applicant will have the opportunity to complete the Interview & Assessment one time only.

4. Admission

Successful applicants will receive a phone call or email of acceptance, inviting them to register at our school. To register, applicants must pay the registration fee and provide the remaining documents. The registration fee is 20% of the tuition fees for each child. This fee is deducted from the tuition fees.

You will have seven days only to complete the documentation and pay the fee. The seat is not secure until the 20% registration fee is paid and documents are complete. After the seven day period the seat will be open for other students.

The following documentation must be provided to the school before registration takes place:

Valid copy of the father's passport with a valid UAE residence visa for non-UAE national students.
Valid copy of the father's Emirates ID (both sides) or copy of application for Emirates ID.
Valid copy of the mother's passport with a valid UAE residence visa for non-UAE national students.
Valid copy of the mother's Emirates ID (both sides) or copy of application for Emirates ID.
Copy of student's immunization records (vaccination card).
Copy of the UAE health insurance card.
Birth certificate or any other official document of birth. * <i>The birth certificate must be attested by the Ministry of Health, Ministry of Foreign Affairs and the Embassy of the country of origin, except for the United Arab Emirates, Canada, the United States of America, and Western Europe.</i>
Copy of the resident electricity bill including the Premises ID #.
For students coming from outside the UAE:
Original transfer letter from previous school. * <i>The letter should state the last date of attendance and grade he or she has been promoted to. The transfer letter must be attested by the Ministry of Education, Ministry of Foreign Affairs and the Embassy of the country of origin, except for Canada, the United States of America or Western European countries.</i>
Final Report Card - must bear the official school stamp.

** All documents must be in English or Arabic, otherwise an official UAE translation is required.*

Thank you for your interest in our school and we look forward to getting to know you and your children!

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