



Abu Dhabi Grammar School (Canada)

Application Procedure

2018 – 2019 School Year

There are 4 stages to the Admission Process

1. Application 2. Interview & Assessment 3. Approval 4. Admission

1. Application

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

- Completed Application Package – 2 pages, double sided
- Valid copy of the student's UAE ID (front and back)
- Valid copy of the student's passport with valid UAE residence visa for non-UAE national students
- Student's most recent report card
- Student's final report card (last academic year)
- Enrolment letter from student's current school including eSIS # (for students within the UAE)
- Two recent coloured passport-size photographs of the student with a white background, *no more than six months old*.

*Please note: **All** required documents must be valid, coloured copies.*

All of the above documentation must be submitted together, then the application will be processed and evaluated by the admissions team. **Please note, due to the high number of applications received, we will only contact those applicants who will move on to the Interview & Assessment stage.**

2. Interview & Assessment

Based on the documents submitted, as well as available seats in the grade level, the student may be selected to move on to the Interview & Assessment stage. The admissions team will arrange assessment and interview dates. Applicants will be interviewed and assessed according to their age, and grade level, that correspond with the school's requirements.

Kindergarten 2 applicants must be born in 2013, and Grade 1 applicants must be born in 2012 to enter KG 2 and Grade 1, respectively, for the 2018/2019 school year.

3. Approval

Applicants will receive a *Confidential Recommendation Form* when they sit for the entrance assessment. Please have the applicant's current teacher complete the Form, stamp it with their official school stamp, and return it; either, in a signed and sealed envelope or by emailing it directly to Ms. Brittany, the Admissions Coordinator at admissions@agsgrmmr.sch.ae. This **must** be received within seven days of writing the entrance assessment.

According to an applicant's assessment results, Confidential Recommendation Form and previously received documentation, they will be denied or approved for admission into the school. Admission decisions are based on the school's admissions team and administration. **The decision of whether an applicant is approved or denied into Abu Dhabi Grammar School (Canada) is non-negotiable; an applicant will have an opportunity to complete the Interview & Assessment one time only.**

Please note that application procedures are subject to change without notice.



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4. Admission

Successful applicants will receive a phone call of acceptance, inviting them to register at our school. To register, applicants must pay the deposit fee and provide the rest of the documents. The deposit fee is 5% of the tuition fees for each child. This fee must be paid in cash, and is deducted from the tuition fees when the first semester payment takes place in August 2018.

You will have seven days only to complete the documentation and pay the deposit fee. The seat is not secure until the 5% deposit fee is paid and documents are complete.

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

<input type="checkbox"/> Valid copy of the father's passport with a valid UAE residence visa for non-UAE national students.
<input type="checkbox"/> Valid copy of the father's Emirates ID (both sides) or copy of application for Emirates ID.
<input type="checkbox"/> Valid copy of the mother's passport with a valid UAE residence visa for non-UAE national students.
<input type="checkbox"/> Valid copy of the mother's Emirates ID (both sides) or copy of application for Emirates ID.
<input type="checkbox"/> Copy of student's immunization records (vaccination card).
<input type="checkbox"/> Copy of the UAE health insurance card.
<input type="checkbox"/> 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, Western Europe, Australia and New Zealand.</i>
<input type="checkbox"/> Copy of the resident electricity bill with Premises ID #.
<input type="checkbox"/> Original transfer letter from previous school (for students outside the UAE).* <i>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 European countries. The letter should state the last date of attendance and grade he or she has been promoted to.</i>

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