



Admission Policy

Academic International School – ACIS

Academic City International School believes in the ethos of joyful learning and meaningful pedagogy based on the most updated educational research. ACIS promotes the free expression of feelings, thoughts and ideas, through verbal and nonverbal communication. It is a place where we give students tools to communicate through our unique multi-sensorial methodology and active learning pedagogy. Diversity here is a tool in the learning process and this diversity is reflected in the student and teacher profile, the range of teaching methodology and the use of resources. Our approach is holistic and student centered. We cater to individual needs and adapt to the background of each student through differential teaching and spiral learning.

Students who wish to enroll in the IB program at ACIS are required to meet the requirements as outlined below:

- **Required Documents**

Students who moved from other schools need to provide the following documents:-

- Completed ACIS application form, including picture of the applicant
- Proof (letter from Head of School, reports, etc.) that the student has successfully completed the previous year attended at the former school.
- A personal statement explaining why the applicant wants to enroll
- A copy of the admission policy signed by the applicant's parent(s)/guardian(s)
- Medical documentation in the case of a medical condition that may affect learning

- **Admission Criteria**

- a- Entrance Exams**

All interested students are required to take entrance tests for mathematics and languages. Depending on the students' first language and program preference the following subjects are tested:-

1. First Language: Arabic
English
2. Mathematics
3. General Sciences

- a.1 Time and Venue of entrance tests**

Entrance tests are administered at ACIS in the second half of April of every year. Students who fail (a) test(s) in April are allowed to retake the subject(s) in June. It is also possible to make individual arrangements for students with special needs to take their exams on a specific date.

- a.2 Interview:**

ACIS may request that the student attend an interview with the Admission Committee. This is an opportunity for the students to present his/her educational background and explain any inconsistency in the test result.

- **Admission Committee:**

The school admission committee consists of one representative of the Administrative Department, the Coordinator of the program concerned, the relevant class teacher and the school counselor. The roles of each of these members are defined clearly in this policy document.

Administrative Officer:

Ensures that children applying for admission meet the basic eligibility criteria listed in this document.

Subject Coordinator:

Conducts an introductory session along with the class teacher. They ensure that parents understand the school pedagogy and concur with the school philosophy.

School counselor:

The school counselor participates in the interaction session to assess any Special Education Needs of the child seeking admission.

- **Admissions Acceptance:**

The school accepts children after conducting the admission test and passing the accepted grade level.

The school does not conduct any interviews or introductory sessions with the child before the admission is confirmed.

This is to ensure that the child is spared from experiencing as sense of inadequacy or worse, “failure” in the circumstance that the school is unable to offer admission due to reasons beyond the scope of the parent or the child.

The school does have a set of eligibility criteria that are recommended, and which are applied for screening applications for admission, which are listed here.

- Understanding the school philosophy

ACIS practices a unique pedagogy which is inclusive, holistic and is recognized as a pioneer of experiential learning. It is essential for the best learning experience of a child being admitted to ACIS that parents understand this and agree to it (*mentioned in the admissions form*)

Therefore, parents are required to sign a declaration to this effect at the time of admission.

- Age requirements :

Admission to a grade is granted based on a child's calendar year of birth as per the Ministry of Education Requirements.

For admission to a particular grade, the applicant should have been born during the stipulated year for that grade.

- Sibling:

Siblings of students currently studying at ACIS are given first preference for admission, provided they fulfill the other eligibility criteria (up to the school academic level)

- Diversity:

ACIS adopts a strong multicultural class atmosphere that enhances learning and builds tolerance, a value needed in today's global atmosphere. We encourage participation of children from diverse backgrounds such as nationality, social status, religion and culture. It allows the child to form meaningful social peer relations, and equally importantly, enriches the class children in that they understand and appreciate the differences and internalize and emulate compassion towards each other. We are convinced that this is to the benefit of each member of the community and develops them into compassionate human beings. This concept is developed through the lesson plans and varied activities conducted at school.