



Student Admissions Policy

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Policy

All students who apply for admission to the Canadian International School will be considered regardless of race, gender, cultural heritage or religious affiliation. The School admission procedures will be consistent with the following guidelines:

1. Continuing students are registered as per their academic progression.
2. The school shall allow prospective parents/guardians and their children to visit the school prior to registration so that they may familiarize themselves with it.
3. The school will attempt to accommodate students with mild to moderate special education needs and offer additional appropriate learning support as required or needed.
4. The school will not refuse or withhold admission of students based solely on reasons associated with chronic health conditions (e.g. diabetes, asthma, congenital heart diseases, epilepsy and obesity) and will offer appropriate support as per the student's needs should they be accepted.
5. The school will not require students applying for admission to KG1 or KG2 to sit for any form of test or interviews. At CIS we conduct play dates to introduce KG1 and KG2 into the classroom environment ahead of their registration.
6. The school will conduct an interview with a student during the mandatory education stage and will require the student to take a placement test to give an indication of their performance level(s) to be able to provide proper learning and psychological support and not for the purpose of accepting or rejecting a student.
7. The school shall have a maximum of twenty-two students for each kindergarten class (KG1 or KG2), with a space of no less than 1.5m squared per student.
8. The school shall have a maximum of twenty-five students for each class of Grades 1 to 12 (Year 13), with a space of no less than 1.5m squared per student.
9. The school will apply admission priorities if there are more requests for places than available places as follows:
 - Students who attend the school in the previous year or period.
 - Students with siblings already in the school.
 - Children of staff in the school.

Note: Emirati students with high marks are welcome to register to our school.

10. The school shall register all students on the ADEK's eSIS system in accordance with the dates determined by ADEK each year.
11. The school shall register students at any time of the year at their discretion, after receiving approval from ADEK in case the specified registration time finished, subject to space availability and provided the school is confident that the student is capable of keeping up with those in the same peer group and can successfully pass the academic year.
12. The school will ensure that newly enrolled and transfer students submit their vaccination cards and medical records as an integral part of the admission and registration procedure.
13. The school shall maintain and update records of official documents, school records from previous year, and individual education plans with relative assessment for all students to include students with special education needs and gifted and talented students.
14. It is permissible for students to transfer to other schools between the Emirates after receiving ADEK's approval in case the time permitted for transfers ended.

Regulations

Age Requirements KG1

To meet the age requirements for admission to KG1 students must have turned 4 years of age by September 1 of the Academic Year. As per ADEK policy, KG1 and KG2 students will not be required to complete an interview or placement test as part of the admission procedure.

Entrance Assessment

- Our school administers an entrance assessment to determine suitability of admission and grade placement.
- The assessment of a student is set-up through the Admissions Office and decisions are determined by the Admission Committee.
- Depending upon the assessment results, a student may be accepted or placed on the waitlist until a space becomes available.
- After a student has been accepted, they will not be officially registered until all required documents for registration with the Abu Dhabi Department of Education and knowledge have been submitted by the guardian to our Registrar's office.

Grade Placement

The Canadian International School of Abu Dhabi seeks to make the most appropriate grade placement for each student based on his or her age, as well as academic, social and emotional development within policy guidelines.

Previous Education

- All new students must provide official documentation of previous school, report cards, and reference letter and transfer certificate.
- All documents provided must be in English.
- The school may request certification of translation from the Consulate of the country in which the student last attended to meet admission requirements.
- Transfer certificate must be provided for any students outside of the Emirates or Country.

NOTE: Current COVID restrictions limit access to the school to the school for visits, play dates, assessments, interviews etc. Alternatives such as video submissions, virtual tours and Zoom meetings are being utilized in ensure equitable access to admissions. Please contact admissions directly for current COVID restrictions related to our admissions.