



Attach
Photograph
Here



Application Form 2019 - 2020

Please complete in **BLOCK CAPITALS**. Please use one application form for each child.

(As written on passport)

Student's first name:

Student's last name:

Student's date of birth: Age: Gender: Male Female

Date of application:

Academic year applying for: 2019/2020

Term 1

Term 2

Term 3

Current year level/grade: Year level applying for (e.g Year 1):

Have you previously applied to our school? No Yes If yes, in which academic year?

Are there other children (siblings) linked to this application? Yes No

Names

<input type="text"/>
<input type="text"/>
<input type="text"/>

Class

<input type="text"/>
<input type="text"/>
<input type="text"/>

Office Use Only: Applicant accepted Applicant rejected

Personal Information (continue on next page)

Please complete the form, in BLOCK CAPITALS, as per your information on your passport. This does not commit us to offering you a place or you to accepting one. When you have completed the form, please return it, along with all the required documents listed on the last page and the application fee to our Admissions Officer admissions.naisak@nais.qa

Education:

Present school:	Curriculum followed (e.g. British - Year 13; US - Year 12):
Address:	
Telephone number:	Email address:
Date started:	Date left:

Please complete all parts of this form:

Home language:	Nationality:
Child QID:	Child Passport Number:
How did you hear about Nord Anglia International School Al Khor (NAISAK):	

Curriculum Choices:

Languages - Your child may study one of the following:

Arabic (First language only – Obligatory for all Arab Students)	
Arabic (Second language only – International Students only)	
French (International Curriculum – International Students only)	
Hindi (International Students only)	

- ❖ All Arab nationals are obliged to take MoEHE Curriculum (Arabic, Islamic Studies, Qatari History)

Personal Information continued

Is your child currently in his/her age appropriate class? If not, please explain:

Family Information:

Child Sponsor in Qatar: Father Mother

Father's full name:

Father's nationality:

Father's mobile number:

Personal email address:

Father's employer (in Qatar):

Father QID:

Job title:

Mother's full name:

Mother's nationality:

Mother's mobile number:

Personal email address:

Mother's employer (in Qatar):

Mother QID:

Job title:

If one parent is not in Qatar, please supply name and contact details (e.g. if parents are separated/divorced):

Who will be responsible for school fees

- Company directly pay to NAISAK (Shell – QChem – ORYX – QP)
- Company refunds tuition fees.
- Coupons (Qatari Only).
- Parent responsible for fees.

Emergency Contact in Doha other than the parents':

Full Disclosure and Declaration of Needs

In order to ensure that we are able to provide the optimum learning environment for all of our students, please sign each box relative to the following statements.

	Agree	Not Agree	Signature
1. My child does not have any learning, behavioural or physical needs that will require specialist or additional support.			
2. My child has never been identified as requiring additional learning support.			
3. My child does not/have never had an Individual Educational or Behavioural learning plan.			
4. My child does not/have never had a Statement of Educational Needs.			

If you are unable to sign one or all of the boxes above because you know that your child has a learning need or requires support, please provide us with the following:

1. A copy of any school, medical or psychological report (translated into English) detailing the learning or behavioural need(s) and the level and type of support that is currently provided.
2. Any medication that is taken in relation to any learning or behavioural difficulties.
3. Details of all support previously provided (both in school and outside of school).
4. A copy (translated into English) of the most recent Individual Educational or Behavioral learning plan.
5. Any Statement of Educational Needs.

Please note that failure to fully disclose any of the above may result in the offer of a place being withdrawn, or if already enrolled, your child's place being retracted.

Confirmation of Application

Upon acceptance of my application and following a successful assessment, I understand that, should I accept any offer of a place for my child at Nord Anglia International School Al Khor, I will be required to pay the registration fee of QR 584 (which is non-refundable) and the seat reservation fee of QR 3,904 (which is non-refundable, but is deductible from 1st term fees); school fees and tuition resource fees as outlined in Appendix 5.

I confirm that all of the information I have disclosed in this application form is, to the best of my knowledge, true and accurate. I confirm that I have legal custody of the child for whom I am registering interest or that I have the legal custodian's consent. I have attached a copy of my child's latest school report and documents as outlined in the application criteria document attached.

Signature: _____

Name in full: _____

Date: _____

الاقرار الكامل والتصريح عن الاحتياجات الخاصة

من أجل التأكد من أننا قادرين على توفير البيئة التعليمية الأمثل لجميع طلابنا، يرجى تسجيل البيانات التالية:

التوقيع	لا اوافق	اوافق	
			١. ليس لدى ابني/ابنتي أي احتياجات تعليم إضافية أو سلوكية أو جسدية مما يتطلب متخصص أو تقديم دعم إضافي.
			٢. لم يتم تشخيص ابني/ابنتي باحتياجه إلى دعم تعليمي إضافي.
			٣. لم يكن لابني/ابنتي أي خطة تعلم أو خطة تعليمية فردية.
			٤. لم يكن لابني/ابنتي أي تقرير باحتياجات تعلم إضافية.

إذا تم الاقرار باوافق على احد أو كل من الخانات السابقة بأن ابنك/ابنتك لديه حاجة أو يحتاج إلى دعم إضافي، يرجى تزويدنا بما يلي:

١. نسخة من أي تقرير طبي أو نفسي أو مدرسي (مترجمة إلى الإنجليزية) بالتفصيل لكل احتياجات التعلم أو الحالة السلوكية ومستوى ونوع الدعم الذي يتم توفيره حالياً.
 ٢. ذكر أي دواء يتم أخذه له علاقة بصعوبات التعلم أو الصعوبات السلوكية.
 ٣. تقرير مفصل لكل الدعم الذي تلقاه سابقاً (داخل و خارج المدرسة).
 ٤. نسخة (مترجمة إلى اللغة الإنجليزية) من أحدث خطط دعم التعلم أو خطة التعلم الفردية .
 ٥. أي تقرير للاحتياجات الخاصة.
- يرجى ملاحظة أن الفشل في الكشف الكامل عن أي من أعلاه قد ينتج عنه سحب عرض المدرسة بتوفير مقعد للطلاب ، أو إذا كان قد التحق بالفعل سوف يتم شطبه من المدرسة.

تأكيد الطلب

عند قبول الطلب واجتياز ابني لاختبار التقييم ، سوف يُطلب مني دفع رسوم التسجيل وهي 584 ريال قطري (و هي غير قابلة للاسترداد) و رسوم حجز المقعد بقيمة 3,904 ريال قطري (وهي غير قابلة للاسترداد ، ولكن يتم خصمها من رسوم الفصل الدراسي الأول) ؛ الرسوم المدرسية ورسوم الدراسة موضحة لكم في الملحق 5

أقر بأن جميع المعلومات المدونة في الطلب صحيحة ودقيقة عن طفلي . ولقد أرفقت نسخة من أحدث تقرير ووثائق مدرسية لطفلي كما هو موضح في وثيقة معايير الطلب المرفقة.

التوقيع

الاسم بالكامل

التاريخ

Appendix 1: Personal Information Collection Statement (continue on next page)

The personal data collected from applicants and current students and/or their parents/guardians pursuant to this form will be handled by our staff, kept confidential and used by Education Overseas Qatar LLC (“we” or “us”) for lawful and relevant purposes including but not limited to:

- (a) assessing the suitability of applicants’ admission to Nord Anglia International School Al Khor (the “School”);
- (b) processing applications for admission;
- (c) verification of the applicant’s examination results, academic records and other information;
- (d) school administration and operation after admission;
- (e) sending communications to parents and students including but not limited to newsletters and information about events and extra-curricular activities provided by the school or third party providers;
- (f) statistical and research purposes; and
- (g) other school related purposes.

If any of our communications constitute direct marketing we will separately seek your consent where required by law.

We may disclose some of the data to third parties such as agencies (including the government of Qatar), service providers and contractors (whether within or outside the jurisdiction in which the school is located) appointed by us to undertake some of our academic, pastoral and administrative functions. This includes transferring data between affiliates. We will not disclose any personal data to any external bodies or organisations unless:

- (a) such disclosure is expressly provided for under this Statement;
- (b) permitted to do so by the applicant or his/her parent/guardian; and/or
- (c) permitted or required by law.

Personal data may be stored in our or our affiliates’ database systems (which may be located within or outside the jurisdiction in which the school is located) and online portals and where application is successful, such personal data will form part of the applicant’s official student records. It may also be stored in online student resources such as the global classroom.

Where such personal data is not required to be retained by law, such personal data may be destroyed within 24 months following rejection of the application or otherwise as required or permitted by law.

We may provide such personal data to PTFA for inclusion in the directory and other activities. If a student or his/her parents/guardians do not wish for such data to be included in the PTFA directory, please inform us.

We may place a student’s photo, video footage, name or school work in our or our affiliates’ website, social media, marketing materials, corporate communications (including annual reports) or publications.

In the event that a student already has a sibling at the school, the records of such sibling will be updated according to the data provided on the new student’s enrolment form where relevant.

Appendix 1: Personal Information Collection Statement continued

Failure to provide the requested data may result in us being unable to process the application and may influence the outcome of the application.

All practicable and reasonable steps will be taken to ensure that personal data held by us is accurate. We will take all practicable steps to ensure security of the personal data and to avoid unauthorised or accidental access, collection, use, disclosure, copying, modification, disposal, erasure or other use.

The terms of the school's privacy policy can be found at <https://www.nordangliaeducation.com/our-schools/al-khor/privacy-policy>

The signatory has read, understood and consents to the provisions contained within the application form.

CHILD'S NAME

FATHER'S/GUARDIAN'S SIGNATURE

Signature

Date

If you have any queries about our policy and practices, please write to infoalkhor@nais.qa

Appendix 2: Early Years Toileting Policy

Most early years children can manage the basics of independent toileting.

Our expectation is that Early Years children must be toilet trained before starting school. This includes them:

- Knowing when they have to go to the toilet and use words to describe what they need to do and to get help.
- Having a routine of pulling down their pants, using the toilet, wiping, flushing and washing their hands. We realise however that accidents will happen. Please help by providing clothes which are easy to pull on and off and a spare set of clothes.

Our Teaching

Toileting for Early Years children is more about learning hygiene and socially appropriate behaviour. Our Teachers and Learning Assistants are aware of the children's needs and their "hanging on" signals like leg crossing, fiddling and restlessness. A reminder about the toilet is often all that is needed.

- If they do have an occasional accident, we will not make a fuss but will be discreet (i.e. not make a public display of them but do it privately) and help them clean up and put on dry/clean clothes.
- We encourage them to wash their hands after using the toilet and do incorporate this in the social, personal and health education.
- We give regular opportunities throughout the day to visit the toilets.

The school will:

- Keep all toilets open and available to children throughout the school day.
- Ensure staff will accompany children to the toilet but do not provide assistance to wash children after they have used the toilet.
- Ensure that all toilet areas have properly maintained supplies at all times of water, soap, hand drying facilities and toilet tissue, provided at a convenient height.
- Ensure toilet facilities provide visual privacy for the user.
- Implement and maintain an effective toilet cleaning, supervision and inspection regime to ensure proper standards of provision and cleanliness throughout the school day.

The signatory has read, understood and consents to the provisions contained within the application form.

CHILD'S NAME

FATHER'S/GUARDIAN'S SIGNATURE

Signature

Date

If you have any queries about our policy and practices, please write to infoalkhor@nais.ga

Parent Application Checklist

List	Check
A completed application form.	
Copy of photograph page from child's and both parent's passports.	
Copy of child's and both parents' Qatar Residence Permit (we accept applications without the RP but your child must have their RP in place before being allowed to start school).	
Copy of Qatar ID card from Qatari nationals (front and back).	
Copy of child's birth certificate.	
Copy of vaccination card.	
For Year 1 and 2 applicants, an Early Years Foundation report or last school report. For applicants in Year 3 to 12, the last two full-year school reports.	
2 recent passport photographs.	
Student's independent medical reports, where relevant.	
Personal Information Collection Statement (Appendix 1).	
Early Years Toileting Policy (Appendix 2).	

Nord Anglia International School Al Khor

Taimiyah St, Zone 74, P.O.Box 60256 Al Khor, Qatar

General Enquiries: +97444379600

Admissions: +97444379660

Email: admissions.naisak@nais.qa

Follow us:



@n_a_i_s_a_k



@NAISAIKhor

alkhor.nais.qa

Appendix 3: International Education System Equivalency Table (Examples)

AGE	NAISAK (English Syst)	Qatar Curriculum	Arabic Curriculums	USA	International Baccalaureate (IB)	Dutch	French	German	Filipino	Pakistan	Indian CBSE
September to June										April to Mar	
3 - 4	Early Years 1		KG 1	Pre-School	Pre-school 3	PS	PS	KG	KG 1		KG 1
4 - 5	Early Years 2	Rawda KG1	Pre-KG 1	Pre-KG	Pre-school 4	Grade 1	MS	KG	KG 2	KG-I	KG 2
5 - 6	Year 1	Tamhidi KG2	KG	KG	Pre-school 5	Grade 2	GS	KG	Grade 1	KG-II	Year 1
6 - 7	Year 2	Grade 1	Grade 1	1 st Grade	Grade 1	Grade 3	CP1	Grade 1	Grade 2	Grade 1	Year 2
7 - 8	Year 3	Grade 2	Grade 2	2 nd Grade	Grade 2	Grade 4	CE1	Grade 2	Grade 3	Grade 2	Year 3
8 - 9	Year 4	Grade 3	Grade 3	3 rd Grade	Grade 3	Grade 5	CE2	Grade 3	Grade 4	Grade 3	Year 4
9 - 10	Year 5	Grade 4	Grade 4	4 th Grade	Grade 4	Grade 6	CM1	Grade 4	Grade 5	Grade 4	Year 5
10 - 11	Year 6	Grade 5	Grade 5	5 th Grade	Grade 5	Grade 7	CM2	Grade 5	Grade 6	Grade 5	Year 6
11 - 12	Year 7	Grade 6	Grade 6	6 th Grade	Grade 6	Grade 8	6 e	Grade 6	Grade 7	Grade 6	Year 7
12 - 13	Year 8	Grade 7	Grade 7	7 th Grade	Grade 7	VO 1	5 e	Grade 7	Grade 8	Grade 7	Year 8
13 - 14	Year 9	Grade 8	Grade 8	8 th Grade	Grade 8	VO 2	4 e	Grade 8	Grade 9	Grade 8	Year 9
14 - 15	Year 10	Grade 9	Grade 9	9 th Grade	Grade 9	VO 3	3 e	Grade 9	Grade 10	Grade 9	Year 10
15 - 16	Year 11	Grade 10	Grade 10	10 th Grade	Grade 10	VO 4	2 de	Grade 10	Grade 11	Grade 10	Year 11
16 - 17	Year 12	Grade 11	Grade 11	11 th Grade	Grade 11	VO 5	1 ere	Grade 11	Grade 12	Grade 11	Year 12
17 - 18	Year 13	Grade 12	Grade 12	12 th Grade	Grade 12	VO 6	Terminale	Grade 12		Grade 12	

Appendix 4: Fee Structure and Bank Details

School Fees*

Description	Annual Fees	Book Fees
Foundation Stage 1	QR 31,400	-
Foundation Stage 2	QR 36,800	-
Primary Stage (from Y1 – Y6)	QR 37,200	-
Secondary Stage (from Y7 – Y9)	QR 42,600	QR 1,000
Secondary Stage (from Y10 – Y13)	QR 47,750	QR 1,000
Transport Fees	QR 4,500	

**School Fees are subject to change as per the Ministry of Education and Higher Education.*

Exam Fees per award

Year 11	Year 12	Year 13
QR 420	QR 480	QR 625

Bank Details

Account name	Nord Anglia International School Al Khor
Address	P O Box 60256, Doha State of Qatar
Account number	4700-249919-001
IBAN	QA03CBQA000000004700249919001
Bank	Commercial Bank of Qatar
Address	P O Box 3232, Doha State of Qatar
Swift Code	CBQQAQQA

If you require any further assistance, please contact the Admissions Officer: admissions.naisak@nais.qa

Once an offer has been made you will be required to complete an Enrolment Agreement and submit it with the following:

- A seat reservation fee (deductible from 1st tuition fee payment) of QR 3,904 (subject to change).
- Annual school fees dependent on joining date as per above chart and annual book fee (subject to change).
- If a Value Added Tax ("VAT") or any similar tax is introduced in Qatar, the current prices shall be deemed to be exclusive of any VAT and Nord Anglia International School Al Khor therefore reserve the right to increase the charges of its goods and services in line with the introduction of VAT.

Fees are due upon receipt of Invoice.

Admissions Outcome

FOR OFFICE USE ONLY

Placement exam/ Interview outcome:

Conducted by:

Signature:

Brief about the child and findings:

Recommendation:

Accept

Decline

FOR PRINCIPAL USE ONLY

Assessment result:

Principal's comments:

Final Decision:

Accept

Decline

Principal's Signature and Date:
