



NORD ANGLIA INTERNATIONAL SCHOOL
DUBAI

A NORD ANGLIA EDUCATION SCHOOL



APPLICATION DATE: _____

NAME: _____

YEAR GROUP APPLYING FOR: _____

START DATE: _____

DATE OF BIRTH: DAY: _____

MONTH: _____

YEAR: _____

OFFICE USE ONLY:

☐ OVERSEAS

YEAR GROUPS _____

☐ SIBLING APPLICATION(S)

SCHOOL NAME _____

COUNTRY _____

☐ SISTER SCHOOL TRANSFER

Our school Application Form

Please complete in BLOCK CAPITALS

Please use one application form for each child

www.nasdubai.ae



OUR APPLICATION FORM





OUR APPLICATION FORM

YEAR GUIDE

The Key Stages								
Age on 1st Sept (Years)	Key Stage	Year in the UK	Formal Tests	USA, Germany and Japan	France	Spain		
EARLY YEARS FOUNDATION STAGE								
1	Early Years Foundation Stage	Pre School 1		Pre - School				
2		Pre School 2 (Pre - Nursery)						
3		Nursery					Annee 1	1º Infantil
4		Reception					Annee 2	2º Infantil
PRIMARY SCHOOL								
5	Key Stage One	Year 1		Kindergarten 2	Annee 3	3º Infantil		
6		Year 2		Grade 1	CP	1º Primaria		
7	Key Stage Two	Year 3	Key Stage 2 SATs	Grade 2	CE 1	2º Primaria		
8		Year 4		Grade 3	CE 2	3º Primaria		
9		Year 5		Grade 4	CM 1	4º Primaria		
10		Year 6		Grade 5	CM 2	5º Primaria		
SECONDARY SCHOOL								
11	Key Stage Three	Year 7		Grade 6	6eme	6º Primaria		
12		Year 8		Grade 7	5eme	1º Eso		
13		Year 9		Grade 8	4eme	2º Eso		
14	Key Stage Four	Year 10	IGCSE Entry	Grade 9	3eme	3º Eso		
15		Year 11		IGCSE Exams	Grade 10	2nde	4º Eso	
SIXTH FORM COLLEGE								
16	Key Stage Five	Year 12	IB Diploma	Grade 11	1ere	1º Bachillerato		
17		Year 13		Grade 12	Terminale	2º Bachillerato		

IGCSE - International General Certificate of Secondary Education



Welcome to Nord Anglia International School!

Championing an ambitious education and believing that there are no limits to what our students can achieve for themselves and for others.

We offer premium quality British style education that broadly follows the English National Curriculum from Early Years Foundation Stage 1 to Year 11 followed by the IB Diploma Programme in Years 12 and 13, that is delivered by outstanding teachers, in a warm and engaging environment.

NAS Dubai promotes equal opportunities, we apply our regulations fairly and without prejudice.

We invite all prospective parents to make an appointment with our Admissions Office to take the time to visit our school and learn about our programmes. We offer personalised tours of our school and opportunity to discuss the educational needs of the applicants.

We consider each application individually, taking into account academic ability, behaviour and additional learning needs. NAS Dubai fosters a strong community with high academic aspirations for all its students, is committed to inclusive education and has an excellent pastoral care.

At NAS Dubai we offer inclusive mainstream curriculum with additional support, intervention, differentiation and personalization where necessary, and is appropriately linked to our learner profile which is one that is open minded, caring, risk taker, communicator, inquirer, principled, thinker, knowledgeable, balanced and reflective.

The School conscientiously makes the best use of the curriculum materials and approaches available to it as it differentiates to serve the diverse needs of its international students.

The application process starts when the Application Form together with two most recent school reports (and a confidential recommendation from the student's current school for overseas applications) are submitted to the Admissions department for review. Invitation for a formal entrance assessment and interviews with senior members of staff that may include the Director of Admissions, Head of Primary, Head of Secondary, SENCO and/or Principal, will be sent to all who apply for admission to NAS Dubai.

For overseas students, entrance assessment may take place at the students current school subject to schools agreement.

Parents, guardians and/or any persons with parental responsibility for the student are asked to sign the relevant section of the Application form in recognition of their acceptance of the School's terms and conditions.

Special Educational Needs and Disabilities (SEND)

Our school welcomes applications from all students, including those with Special Educational Needs and Disabilities (SEND).

We are committed to personalising the learning for all of our students and seek to deliver a curriculum that, in addition to being balanced and relevant, is planned so that all students are supported to achieve their full academic potential, and prepares them for the future. We are dedicated in the development of personal, emotional and social skills allowing all our students to make a successful transition into adulthood as well-rounded individuals.

Our school has a special educational needs and disabilities (SEND) policy that reflects the provision available. Students identified as having SEND are supported by our Personalised Learning Team, who ensure every student is able to access the curriculum through personalised adaptations and modifications, where necessary.

The Personalised Learning Team closely liaises with the Admissions Team in order to support the prospective families of students with SEND and accommodate the necessary provisions for the admissions process. Our open door policy allows us to have a personalised approach to admissions, enabling families to have an opportunity to discuss all needs and requirements prior to enrolment. Parents are requested to ensure that any special educational requirements have been fully disclosed and discussed at the time of application.



Attestation Requirement

UAE Ministry of Education requires specific supporting documentation to legally register all students in Dubai. The information below details exactly what is required.

TRANSFER CERTIFICATE

Before a child can be accepted by any school in Dubai, a Transfer Certificate must be provided by their previous school. This is a UAE Ministry of Education requirement and it is the responsibility of the parents to provide this TC to the receiving school. A sample format will be provided to help you in the case of students arriving from OUTSIDE OF DUBAI.

NOTES:

1. All Transfer Certificates must be written in English on **original** school letterhead, signed and stamped by the Head/Principal.
2. The transfer certificate should be dated **ONLY** after the last day of attendance of the student.
3. It is the sole responsibility of the parents to provide the original attested transfer certificate to NAS DUBAI.
4. The **original** Transfer Certificate must be submitted to the School Admissions Office at the time of enrolment.

Attestation of Transfer Certificates (TC) : In order for your child to be registered with the UAE Ministry of Education, the Transfer Certificate must be properly signed, stamped and attested as necessary.

- a) Transfer Certificates are required from **ALL** countries.
- b) Middle East (except for UAE), South and Central America (including Mexico), Asia, former Russian States, Eastern Europe and Africa:
 - TC with school stamp and signature
 - Ministry of Education attestation (in the country of the school you are leaving)
 - Ministry of Foreign Affairs
 - UAE Embassy (in the country of the school you are leaving)
- c) United States, Canada, Western Europe, Australia or New Zealand:
 - TC with school stamp and signature only
- d) Another Emirate in the UAE:
 - Original Transfer Certificate in Arabic or English
 - Signed and stamped by the school
 - Attested by the **Ministry of Education of that Emirate**
- e) Dubai internal transfers are completed via the KHDA portal - no physical TC will be required

Parents please note that without the above it will not be possible to legally register your child in a school or with the Ministry of Education in Dubai.

SCHOOL REPORTS

A copy of the two latest school reports must be submitted to the school, which must state the **YEAR** the student is currently attending or has completed.

UAE Ministry of Education rules are subject to change without notice; therefore we ask for your support, should you be required to submit additional documentation. Once your application has been reviewed, you will receive a written response from our Government Liaison Officer.



OUR APPLICATION FORM

Your Next Steps

STEP 1 – APPLY AND PROVIDE ALL SUPPORTING DOCUMENTS

To apply for admission to Nord Anglia International School Dubai, we require:

<input type="checkbox"/> A completed Application Form	<input type="checkbox"/> Copy of the most recent School Report as well as the previous academic year
<input type="checkbox"/> Copy of Birth Certificate of the student*	<input type="checkbox"/> One recent passport size photograph of the student
<input type="checkbox"/> Copy of student's Passport	<input type="checkbox"/> Full names and one recent passport size photo for each parent/guardian who is authorised to collect the child from school (for ID badge)
<input type="checkbox"/> Copy of UAE Residency Visa of the student*	<input type="checkbox"/> Scanned copy of Family Book (for UAE nationals)
<input type="checkbox"/> Copy of student's Emirates National ID Card*	<input type="checkbox"/> Recommendation Form (if overseas, available on request).
<input type="checkbox"/> Copy of parent/guardian's Passport (father and mother)	<input type="checkbox"/> AED 525 non-refundable registration fee
<input type="checkbox"/> Copy of parent/guardian UAE Residency Visa (father and mother)*	<input type="checkbox"/> Original Transfer Certificate from student's previous school (required once your child has left their current school).
<input type="checkbox"/> Copies of both parents' Emirates IDs (front and back)*	
<input type="checkbox"/> Copies of any health and / or psychological and medical assessments of your child	Should be submitted to the School Clinic at the start of school, on the first day of school.

*If you are not yet UAE residents please process your Emirates IDs and UAE residence VISA with our Government Liaison Officer once arranged.

All documents must be in English or Arabic. Documents in other languages must be translated into English or Arabic in the UAE by an approved legal translation office. A copy of both original and translation must be provided. Where applicable, original documents are required before a student starts school.

STEP 2 – ASSESSMENT

All students applying to our school will need to be assessed either in Dubai or remotely at their current school. Our Admissions Team will contact you to arrange the assessment.

STEP 3 – ACCEPT YOUR OFFER

If successful, you will be sent an Offer of Enrolment via email. Offers are contingent upon the completion of all outstanding documentation before start of school.

We look forward to welcoming you to Nord Anglia International School Dubai!



OUR APPLICATION FORM

Personal Information

Please complete in BLOCK CAPITALS all details as shown in Passport.
Please use one application form for each child.

STUDENT

First Name	Preferred Name		
Family Name		Gender	
Is your child toilet trained?	Date of Birth (DD/MM/YYYY)		
Place of Birth	Country of Birth		
Nationality	Religion		
Home Language	Other Languages Spoken		
Address in the UAE		P. O. Box	
Are there other children (siblings) linked to this application: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Applying <input type="checkbox"/> Current			
Name(s)		Class	

APPLICANT

Name of person filling in the Application			
Is the person making the application the Parent or Legal Guardian? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If No, why is the parent or Legal Guardian not making this application and what is the relationship?			
Emergency contact name and number other than Parent or Guardian?			
Name		Name	
Contact		Contact	
Relationship		Relationship	



OUR APPLICATION FORM

Academic Information

Current Year Level / Grade

Level you are applying for

Curriculum Followed, e.g. British (13 yr duration) US (12 yr duration)

Preferred Start Date (DD/MM/YYYY)

If a student comes from a non-British curriculum school (12yr duration), please provide evidence of equivalence.
E.g. Letter from education authority, letter from Embassy etc.

PREVIOUS SCHOOLS / SETTINGS (starting from most recent)

School 1	Year/Grade	From	To
Contact Name	Phone Number	E-mail	

School 2 - Name, City, Country	Year/Grade	From	To

School 3 - Name, City, Country	Year/Grade	From	To

Any other Academic Information:



OUR APPLICATION FORM

Academic Information

Please tick the level of English proficiency which best describes your child

Beginner

Developing

Fluent

Native

If applicable, how long has your child been learning English language?

How would you best describe your child in the following areas (please tick):

	Developing	Good	Excellent
Independence skills			
Organisational skills			
Personal relationships			
Social Interactions			
Communication skills			

What are your child's strengths (music, art, sports, other subjects or hobbies):

What are your child's areas for development:

Has your child received additional support for any of the following:

- ☐ Speech and language ☐ Spelling and/or phonics ☐ Social and emotional ☐ Behavioural ☐ Sensory
☐ Reading ☐ Writing ☐ Mathematics ☐ Physical difficulties including fine/gross motor skills ☐ Focus and attention

Has your child previously been referred to a learning Support department?

Yes

No

If yes, please provide the relative reports/details.

Has your child previously been referred / assessed by (*if yes please supply a report):

- ☐ Occupational Therapist (OT) ☐ *Behavioural Therapist (including ABA) ☐ Speech and Language Therapist (SaLT) ☐ Educational Psychologist (EP) ☐ Counsellor

Has your child previously been identified as Gifted and Talented? If so, in which areas?

Please provide any additional information you feel the school should be aware of in order for us to best support your child.
(For example Personal, Health etc.)



OUR APPLICATION FORM

Parent or Legal Guardian's Details

FATHER'S DETAILS

First Name:		Family Name:	
Nationality		Employer:	
Occupation:		Work No.:	
E-mail address:		Mobile:	

MOTHER'S DETAILS

First Name:		Family Name:	
Nationality		Employer:	
Occupation:		Work No.:	
E-mail address:		Mobile:	

GUARDIAN'S DETAILS IF APPLICABLE

First Name:		Family Name:	
Nationality		Employer:	
Occupation:		Work No:	
E-mail address:		Mobile:	

Who should receive regular e-mail correspondence from the school?

Father ☐

Mother ☐

Guardian ☐

I agree / disagree to have our phone number and e-mail details published in the school community phone book and class list.

Father ☐

Mother ☐

Guardian ☐

Who is responsible for the payment of school fees?

Company ☐

Parents ☐

Both ☐

Payment structure:

Annually ☐

Termly ☐

*Name of Company

Billing Address:

Telephone:

E-mail:



OUR APPLICATION FORM

Declaration

Has your child ever been recommended or required to leave or been expelled from a school?
If yes, please detail the circumstances:

Yes

No

Has your child been accepted for the next academic year at their current school?

Yes

No

PHOTOGRAPHY

The school takes photographs of students for use in classroom displays, brochures and promotional materials. If you DO NOT wish for your child to be photographed, please tick the box. ☐

FATHER'S/GUARDIAN'S SIGNATURE

Signature

Date

MOTHER'S/GUARDIAN'S SIGNATURE

Signature

Date



Personal Information Collection Statement

The personal data collected from applicants and/or their parents/guardians pursuant to this application form will be handled by our staff, kept confidentially and used by Nord Anglia International School L.L.C ("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 Dubai (the "School");
- (b) processing applications for admission;
- (c) verification of the applicant's examination results, academic records and other information;
- (d) school administration and operations 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;
- (g) other school related purposes; and
- (h) alumni activities.

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 the United Arab Emirates), 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 after 24 months following rejection of the application or otherwise as required or permitted by law.

If a Parent Teacher Associations (PTA) is established, we may provide such personal data to the relevant PTA for inclusion in the PTA directory and other PTA activities. If an applicant or his/her parents/guardians do not wish for such data to be included in the PTA 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.

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.

Requests for access and correction personal data held by the School should be addressed in writing to the Principal (addressed to the School). We may levy a charge for accessing the information.

The terms of the School's privacy policy can be found by going to the Privacy Policy, Cookie Policy and Personal Information Collection Statement page on the www.nasdubai.ae website.



Privacy Policy

Nord Anglia International School Dubai and Nord Anglia International School L.L.C (“we” or “us”) collect and hold personal information of individuals for various purposes.

There are three general categories of personal data held by us.

1. Student information, which includes but is not limited to information supplied by students / parents and collected in connection with student applications, student records, former students, contacts and communications activities undertaken by us or on our behalf. Student records are kept for purposes that include corresponding with, responding to and taking follow-up actions in respect of students, contacts and communications activities.
2. Personnel information, which includes but is not limited to personal particulars, job descriptions, details of compensation and benefits, performance appraisals, references and disciplinary matters relating to our job applicants, employees and former employees. Personnel records of employees are kept for human resource management purposes, relating to such matters as employees’ terms of employment, performance appraisals, monitoring compliance with applicable law and internal rules and conducting investigations in respect thereof, providing references, intra-group communications, professional development, discipline and termination.
3. Other records, which include administration and other files, containing personal data provided to us by individuals for purposes other than those connected with students, contacts, communications or employment. Other records are kept to enable us to carry out various functions and activities which vary according to the nature of the purpose for which such records are to be used, including but not limited to the administration of our school’s functions and activities, seeking advice on operational matters, undertaking communications and training activities organised by us, or on our behalf, including the acquisition of services and handling of enquiries from members of the public.

We are committed to meeting internationally recognised standards of personal data privacy protection, in compliance with the requirements of applicable law. We will never disclose any personal data to any third parties without prior consent unless permitted or required by law.

Should you wish to access or correct your personal information held by us, please send your request by email to admissions@nasdubai.ae

If you have any queries about our policy and practices, please write to admissions@nasdubai.ae

CHILD’S NAME _____

Date

FATHER’S/GUARDIAN’S SIGNATURE

Signature

MOTHER’S/GUARDIAN’S SIGNATURE

Signature

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



OUR APPLICATION FORM

Thank You

How did you hear about us?

<input type="checkbox"/> I am a current parent	<input type="checkbox"/> KHDA gave me your details
<input type="checkbox"/> Visited your website	<input type="checkbox"/> Viewed an online discussion board/online directory
<input type="checkbox"/> Saw a print ad or article	<input type="checkbox"/> Picked up a Nord Anglia International School brochure
<input type="checkbox"/> Recommendation from a friend/family	<input type="checkbox"/> Relocation Agency
<input type="checkbox"/> My company gave me your details	<input type="checkbox"/> Education Consultant
<input type="checkbox"/> Another school gave me your details	<input type="checkbox"/> Other, (please detail)
<input type="checkbox"/> Open Morning/Evening	

CONTACT US

For more information contact:

NORD ANGLIA INTERNATIONAL SCHOOL DUBAI

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OUR APPLICATION FORM



