

Applicant Statement

Name of applicant

Current Grade/Year

Please submit a writing sample as described below.

Ages 3-4: Please tell us about your family either in a drawing or in writing

Ages 5-6: Please tell us about your family in a drawing with some writing and write your name

Ages 7-10: Please write about yourself, your family and your interests

Ages 11 and above: Please write an essay in which you tell us something about yourself. You may choose to write about a special interest or talent you have or an interesting experience you have had.



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 confidential and used by British International School of Houston, L.P. (“we” or “us”) for lawful and relevant purposes including but not limited to:

- (a) assessing the suitability of applicants’ admission to British International School of Houston (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;
- (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 States of America), 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 organizations 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 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 enrollment 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 unauthorized 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 www.nordangliaeducation.com/our-schools/houston/privacy-and-cookie-policy.



Please attach a recent photograph of the applicant.

Applicant’s name (last, first, middle, preferred name) _____

Requested date of entry into school _____

Applicant’s date of birth (mm/dd/yy) _____ Age _____ Gender _____

Nationality _____

Applicant’s home address _____

Primary telephone _____ Type (Home, Cell, Work) _____

Home email _____

Permanent address (if other than above) _____

Language(s) spoken at home _____

Other language(s) the applicant speaks _____

Proficiency in English
Beginner Gaining Confidence Confident Fluent Native Speaker

If your child is 3 years old upon enrollment, your family has the option of a full day or half day program.

Is your child currently placed in his/her age-appropriate class? Yes No

If not, please explain.

To process your application, we require the completed form emailed to admissions@houston.nae.school, together with the non-refundable fee of \$150.



Family

Name of applicant

Parent/Guardian 1:

Name Relationship to applicant

Home address (if different from applicant)

Email

Cell phone Work phone

Occupation

Name of company

Parent/Guardian 2:

Name Relationship to applicant

Home address (if different from applicant)

Email

Cell phone Work phone

Occupation

Name of company

Stepparent 1:

Name Relationship to applicant

Home address (if different from applicant)

Email

Cell phone Work phone

Occupation

Name of company

Stepparent 2:

Name Relationship to applicant

Home address (if different from applicant)

Email

Cell phone Work phone

Occupation

Name of company

Applicant lives with (check as applicable):

Parent/Guardian 1 Parent/Guardian 2 Stepparent 1 Stepparent 2 Grandparent

Other (please specify) _____

Education History and Parent Statement

In order to better serve your child, please share with us areas where your child does well and areas where he or she may need extra help or attention.

Present school _____

MM/DD/YYYY
Date started at school _____

Address _____

Telephone _____

Fax _____

Previous Schools:

Name _____ MM/DD/YYYY
Date attended

City _____ State _____ Country _____

Name _____ MM/DD/YYYY
Date attended

City _____ State _____ Country _____

Name _____ MM/DD/YYYY
Date attended

City _____ State _____ Country _____

How did you hear about us?

- Website Magazine ad Billboard Word of mouth Relocation agent Colleague Current BISH family
- Pre-school/Feeder school BISH faculty BISH student School directory Other _____

If you were referred to BISH by someone, or know existing community members, please note them here:

What other schools are you considering?:

Additional Sibling(s):

Sibling 1 first and last name	Date of birth (MM/DD/YY)	Gender
Sibling 2 first and last name	Date of birth (MM/DD/YY)	Gender
Sibling 3 first and last name	Date of birth (MM/DD/YY)	Gender
Sibling 4 first and last name	Date of birth (MM/DD/YY)	Gender

Sibling(s) current school/program:

Current grade	Applying to BISH (Y/N)	Attend BISH (Y/N)
Current grade	Applying to BISH (Y/N)	Attend BISH (Y/N)
Current grade	Applying to BISH (Y/N)	Attend BISH (Y/N)
Current grade	Applying to BISH (Y/N)	Attend BISH (Y/N)

Additional information about your family that you would like for us to know:

Does your child have any medical conditions you would like us to be aware of? Yes No (If yes, please specify):

I certify that all information contained in this application is complete and correct. I give British International School of Houston permission to contact the schools my child has previously attended. I also confirm that I have legal custody of the child who is applying to attend British International School of Houston or that I have the legal custodian's consent.

Signature of parent/guardian	Printed name	MM/DD/YYYY Date of application
Confirm email	Relationship to student	

We respect your privacy and only use your data in accordance with our Privacy Policy (see back panel).