

P. O. Box 54
Abu Dhabi
Tel. : 4463646

مدرسة القديس يوسف
ST. JOSEPH'S SCHOOL

ص.ب : ٥٤
أبوظبي
تلفون : ٤٤٦٣٦٤٦

Date 30/10/2017

التاريخ



St. Joseph's School, Abu Dhabi

Admissions Policy

Saint Joseph's School is a C.B.S.E. Indian Curriculum school operating as part of the Vicariate of Southern Arabia Group of Schools. The majority of the students and staff are from India and the culture of the school is subsequently Indian. The school admits Girls from Grade One to Grade 12 and Boys from Grades 1-6. The academic year operates from April to March.

School Mission

The Admission Policy reflects the Vicariate of Southern Arabia Mission Statement in that we endeavor to holistically develop every student to their full spiritual, intellectual, emotional, physical and artistic potential. We strive to develop a community of collaborative learners, and produce independent, critical thinkers who are responsible global citizens, capable of leading productive and meaningful lives.

Because of this, admission to the school is based on the following assumptions:

- The student is able to fulfill the entry requirements for each Grade Level
- The student is able to benefit from the specific C.B.S.E. Indian educational programme provided by the school

Admission Procedure to Grade One

- **Preferential Admission:** Students who have siblings at Saint Joseph's School are offered admission into Grade One first.
- 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.
- Parents seeking admission into Grade One for a student with no sibling already at the school are requested to complete registration details from November.
- Once the number of available seats in Grade One for the academic year is known,

4

Sr. Carmen
Principal



P. O. Box 54
Abu Dhabi
Tel. : 4463646

مدرسة القديس يوسف
ST. JOSEPH'S SCHOOL

ص.ب : ٥٤
أبو ظبي
تلفون : ٤٤٦٣٦٤٦

Date 30/10/2017



التاريخ

all registered students will be asked to sit for an Admissions Entrance Assessment which comprises of Maths and Language based tasks.

- The places are allocated according to the student's performance in the Admissions Entrance Assessment.
- Consideration is given to the ratio of boys to girls to ensure that there is enough accommodation for a maximum of 90 girls in Grade 7.

Admission Procedure to Grades other than Grade One

- Admissions to other Grades is dependent of the students achieving an appropriate standard in the Admissions Entrance Assessment for the specific Grade Level in question.

Grade	Age (by 1 st April of the year of admission)
1	5 years 8 months
2	6 years 8 months
3	7 years 8 months
4	8 years 8 months
5	9 years 8 months
6	10 years 8 months
7	11 years 8 months
8	12 years 8 months
9	13 years 8 months
10	14 years 8 months
11	15 years 8 months
12	16 years 8 months

Priority for admission, if there are more requests for places than available places, will be given in the following cases 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.
- Students who live near the school.

Registration of all students on the Council's eSIS system will be completed in accordance with


Sr. Carmen
Principal



P. O. Box 54
Abu Dhabi
Tel. : 4463646

مدرسة القديس يوسف
ST. JOSEPH'S SCHOOL

ص.ب : ٥٤
أبو ظبي
تلفون : ٤٤٦٣٦٤٦

Date 30/10/2017



التاريخ

the dates determined by the Council each year.

In case the specified registration time has finished School shall only be able to register students after receiving approval from ADEC, subject to space availability and provided the student is judged capable of keeping up with those in the same peer group and can successfully pass the academic year.

It is permissible for students to transfer to other schools between the Emirates after receiving ADEC's approval in case the time permitted for transfers ended.

All official documents, school records from previous year, and individual education plans with relative assessment for all students (including those with special education needs and gifted and talented students) will be maintained and regularly updated.

There is provision for additional appropriate learning support as required or needed by students with mild to moderate special education needs and similar support and care is available to accommodate students with chronic health conditions (e.g. diabetes, asthma, congenital heart diseases, epilepsy and obesity)

General rules for all Grades

- School shall have a maximum of thirty students for each class of grades 1 to 12 with a space of no less than 1.5m squared per student for schools operating before 2010 and space of 1.67m squared for schools operating after 2010
- School register students at anytime of the year at their discretion, after receiving approval from ADEC 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.

Language Ability

- As the medium of instruction is English all students seeking admission must be able to communicate appropriately in English according to their age.
-

Sr. Carmen
Sr. Carmen
Principal



P. O. Box 54
Abu Dhabi
Tel. : 4463646

مدرسة القديس يوسف
ST. JOSEPH'S SCHOOL

ص.ب : ٥٤
أبوظبي
تلفون : ٤٤٦٣٦٤٦

Date 30/10/2017

التاريخ



Inclusion

- Provided that the student has fulfilled the entrance requirements, if a student has special educational needs they will be offered a place at the school as long as the school is able to provide for those specific needs.

DOCUMENTS TO BE SUBMITTED WITH THE REGISTRATION FORM:

- Three copies of the student's passport with valid residence visa for the U.A.E.
- One copy of Father's passport with valid residence visa for the U.A.E.
- Two copies of the Emirates ID of the student.
- Three recent passport size photographs of the child with white background.
- Two photocopies of the Birth Certificate (in English) attested by the Indian Embassy and UAE Foreign Affairs. (Please attach the original for verification.)
- Electricity bill
- Photocopy of the original mark sheet of the last examination passed at the previous school. This is required for students seeking admission from Grade 2 onwards.
- Students seeking admission to the School from Grade 2 onwards are also required to submit the original Transfer Certificate / School Leaving Certificate of the school last attended, duly attested as per the guidelines given below:
- For students coming from India the following order of attestation must be observed for the Transfer Certificate and Progress Report
- Attestation by the competent educational authority of the state in India (Dist. Edn. Off., A.E.O. or Inspector of Schools)
- Countersigned by Indian Embassy in Abu Dhabi & by the Ministry of Foreign Affairs in Abu Dhabi.
- For students coming from the Gulf Countries the Transfer Certificate and Progress Report should be attested by the
 - Indian Embassy in that country and

7

Sr. Carmen

Sr. Carmen
Principal



P. O. Box 54
Abu Dhabi
Tel. : 4463646

مدرسة القديس يوسف
ST. JOSEPH'S SCHOOL

ص.ب : ٥٤
أبوظبي
تلفون : ٤٤٦٣٦٤٦

Date 30/10/2017

التاريخ



- Ministry of Foreign Affairs of that country.
 - If the applicant is locally transferred within Abu Dhabi, eSIS No. and eSIS Marksheet from previous school should be submitted.
- c) Students coming from within the U.A.E. They are required to submit the original Transfer Certificate / School Leaving Certificate of the school last attended, duly attested by the Ministry of Education.
9. Admission to Grade 11 is based on the marks secured in the Common Rehearsal Exam. Only students scoring 70% overall and 80% in Mathematics and Science will be considered for the Science Stream. All those who pass the All India Secondary School Examination of Grade 10 do not automatically qualify for admission to Grade 11.
10. The Principal reserves the right to refuse admission to any student whose character or academic performance is not satisfactory.

8


Sr. Carmen
Principal

