

Admission Policy

for GISD in general and for the IB Diploma Programme®

Admission to German International School is determined by a number of factors:

A) **Applicants are admitted based on** the student's ability to succeed socially and academically in our dynamic learning environment. Students must also demonstrate a good work ethic, a history of school-appropriate behaviour, and a desire to learn. Students should be committed to our program and prove that they are hard working, focused learners. Teachers and the community will provide the support necessary for students to become confident, independent individuals. Additionally, we expect parents to support and be involved in their children's education. It is the student, however, who is responsible for putting forth the effort to meet the school's academic expectations, but we also expect parents to support their student's progress.

B) **Applications for admission are accepted throughout the year.** No official decision on an application is given until **all the relevant documents have been received.**

C) The decision to offer a place to a prospective student is taken by the the Head of School. Admission and year level placement will be based on academic evaluations and assessments, German proficiency, past school records, student interviews, teacher recommendations, the birth date of the applicant and any diagnostic testing that will help the Admissions Committee to understand any special learning needs an applicant may have.

D) Entrance Age

- Kindergarden: 3 years at 30th of September
- Primary School: 6 years at 30th of September or special decision by headmaster
- Secondary School: 10 years at 30th of September
(conditions set by SEC of Qatar)
- IB Diploma Programme: not older than 19 years after finishing 10th grade

E) **German Language Requirements:** Proficiency of German language is mandatory.

F) Admission rules

Kindergarden, Primary School (Year 1 to Year 4) and Secondary School I (Year 5 to Year 10):

See paragraph (D), (E) and (F). Nevertheless, the decision will always be based on the individual decision of the headmaster (kindergarden: head of kindergarden).

IB Diploma Programme (Year 11 to Year 12)

Students must have successfully passed the „Sekundarstufe I Abschluss“ (German O-level) at the end of 10th grade in GISD.

Students who are coming from other schools aiming to enter the Diploma Programme at GISD have to achieve at least the average of 3,5 in the main subjects (german grading system) and 4,0 in the minor subjects.

Students with status “Realschüler” will have to achieve at least mark 2 in English (german grading system) and at least the average of 3,0 in the main subjects (german grading system) and 3,0 in the minor subjects.

In special cases there can be a decision about the admission by a teacher's conference.

G) Special learning needs:

Our school is able to admit and serve students with learning difficulties. You'll get more details about it in our *Special Education Needs Policy*.

H) Required application materials:

Before a student may be admitted to GISD, all of the following must be submitted:

1. Application fee (non-refundable)
2. Student Application Form. This should be completed and signed by the parent or legal guardian and accompanied by one passport-sized photograph.
3. The student has to be in possession of a valid Qatari Residence Permit.
4. Two full years of school transcripts or reports.

These should cover two complete years (the most recently completed academic year and the previous one) as well as the year in progress, if applicable.

5. School Recommendation:

a) grade 1-4:

Confidential School Recommendation completed and signed by the applicant's current teacher.

b) grade 5-10:

- Academic Recommendation completed and signed by a teacher who has reliable experience of the applicant's academic performance.

- Personal/Social Recommendation completed and signed by a representative of the school who knows the applicant well in a social/pastoral capacity. For example: Counselor, Dean of Students, Vice-Principal or Principal.

6. A photocopy of the applicant's and the father's (or sponsor's) passport

7. Copy of birth certificate

8. Vaccination record

9. Filled medical form.