

STAR PRIVATE SCHOOL



Admissions Policy

ADMISSION POLICY

Introduction

Star Private School's Admissions Policy is determined by the Management in conjunction with the Head of School. Star Private School is a day school that offers good education facilities. Providing education in a holistic manner and ensuring excellence in all aspects is the hallmark of Star Private School. We welcome students from all backgrounds as per our SEND policy. We are a totally inclusive school. Star Private School does not discriminate against any student on the basis of race, religion and nationality and aims to treat all students with dignity free from any intimidation by staff or peers.

Admission – Application process for Students Enrolling from FS 2- Year 9 (KG 1 to Grade 8).

Admission form is available at the School office.

Documents Required at the Time of Admission

1. 1 Photocopy of the **birth certificate** in English or Arabic
2. 1 Photocopy of **valid passport** and a **valid residence** visa of **child** and **father**. The photocopies must contain pages showing date of issue and date of expiry. The passport and visa should be valid till December or at least 2 months from the date of submission whichever is later. Send both passport copies if the visa is on an expired passport.
3. Copy of **Emirates ID card along with the Original to be submitted during admission.**
4. 2 recent passport size photographs of the child.
5. **Medical/Immunization record** from the previous school clinic completed and signed.
6. Last school's **attested original report** card if applicable.
7. **Original transfer certificate/school leaving certificate** for students coming from outside UAE, those coming from schools in UAE may give continuation certificate and SIS number from the previous school at the time of registration.
(point no. 6 & 7 not for FS 2/KG 1)

Admissions: Intimation

Once the duly filled application has been submitted and processed, the school will communicate the availability of the seat to parent/guardian by SMS/Phone call within a week.

Upon confirmation of admission and the screening procedure, parent is asked to complete the payment of the admission fee within the stipulated time as mentioned by the admission office to reserve a seat.

The Admission policy as a document in progress:

As with other policies and processes, this policy has been drafted with inputs from various sections of the School community and shall be reviewed and shared with all stakeholders of the School.

Communicating the policy:

This policy is available for viewing on the School website.