



## **ABU DHABI INDIAN SCHOOL- BRANCH 1, AL WATHBA**

### **ADMISSION PROCEDURES FOR THE ACADEMIC SESSION 2016-17**

#### **CRITERIA FOR ADMISSION**

- Admission is open to all children of Indian Nationality on the basis of the availability of seats.
- Admission is open for Classes: KG-1, Grade 1, and Grade 3 to Grade 10.
- **No seats are available for KG2 and Grade2.**
- **The minimum age for admission to KG-1 is 3 years 8 months as on 31- 03 - 2016.**
- For external transfers(If the child is from outside UAE) to Grade 1, the minimum age for admission to Grade 1 is 5 years 8 months as on 31.03.2016. Under age children will be granted Admission to Grade 1, only if they produce attested Transfer Certificate from the previous school.
- For local transfers (transfer from schools in Abu Dhabi) to Grade 1, age criteria is not applicable, only if the child has been registered in ADEC by the previous school.
- No relaxation in age will be **considered for admission to KG-1 & Grade 1, even by one day.**
- Admissions from Grade 6 to Grade 10 will be based on the Entrance test.
- All admissions are subject to the approval of ADEC.
- **Registration is No Guarantee for Admission.**

#### **PROCEDURES/INSTRUCTIONS FOR REGISTRATION**

- Register your child through the Admission Registration Form given on the Website ([www.adiswathba.com](http://www.adiswathba.com)).
- All the fields in the Application Form are mandatory and should be entered accurately. Name and Date of Birth of the child should be entered as per the passport.
- Grades 1 – 10 applicants are requested to fill the “Previous School Name” in the online application form.
- **Kindly provide CORRECT PERSONAL EMAIL ID AND CONTACT NUMBER while registering your child. All communications after the registration will be made to the Email id given. It is advised that you register with your personal email ids to prevent non delivery of registration slip email.**
- After submission of the online application, you will receive an email in half an hours’ time (30 minutes) on your Email id. Kindly check the Junk folder of your email id as it is possible that the email may be delivered to the Junk folder. If you do not receive an Email, even after successful submission of the Online Admission form, kindly contact the school at 02-5831991 or [ict@adiswathba.com](mailto:ict@adiswathba.com) before **December 15, 2015.**

- School will not be responsible for incorrect Email ID's & incomplete forms. If any applicant is found registered twice, then the candidate's admission will be blocked for the year 2016-2017.
- The Registration link will be open from 19-11-2015 to 15-12-2015.
- The Link will be withdrawn on 16-12-2015. Request for admissions will not be entertained after 15-12-2015.

### **PROCEDURES AFTER REGISTRATION (KG TO GRADE 5)**

Please bring 2 copies of the email (Registration Slip) that you receive after submitting the online registration form, for VALIDATION as per the schedule given below. The Registration slips will be stamped and one copy of the same has to be dropped in the drop box and the other stamped registration slip should be brought at the time of the Draw.

### **PROCEDURES AFTER REGISTRATION (Grades 6 to 10)**

Please bring one copy of the email (Registration slip) that you receive after submitting the online registration form for VALIDATION as per the schedule given below and collect the Entrance Test Id Cards. Please note that the children without the Entrance Test ID card will not be allowed to write the Entrance test.

Grade	Venue	Date	Time
KG1 and Grade 1	Abu Dhabi Indian School- Branch 1 (Al Wathba)	January 12,2016	8.30 am to 3.00 pm
Grade 3 to Grade 5	Abu Dhabi Indian School- Branch 1 (Al Wathba)	January 13,2016	8.30 am to 3.00 pm
Grade 6 to Grade 10 (For receiving entrance test cards)	Abu Dhabi Indian School- Branch 1 (Al Wathba)	January 14,2016	8.30 am to 3.00 pm

### **INSTRUCTIONS FOR DRAW**

#### **Draw Date (Venue: ADIS WATHBA AUDITORIUM)**

- KG – 1** - 16.01.2016(Saturday) Timing 9.00 am TO 11 .00 am
- Grade 1** - 16.01.2016(Saturday) Timing 11.00 am to 12.00 pm  
(Based on availability of seats)
- Grade 3** - 16.01.2016 (Saturday) Timing 12.00 pm to 1.00 pm  
(Based on availability of seats)
- Grade 4** - 16.01.2016 (Saturday) Timing 1.00 pm to 2.00 pm  
(Based on availability of seats)
- Grade 5** - 16.01.2016 (Saturday) Timing 2.00 pm to 3.00 pm  
(Based on availability of seats)

1. The parent has to be present with the stamped Registration Slip email when the draw is being held, failing which they will not be considered for admission. Please do not get printouts of the filled in application form. Kindly note that Registration Slip Email Printouts **will NOT** be given in the school.
2. **Payment of Dhs. 500/- (part of the first quarter fees, which is non-refundable) should be paid immediately by crossed cheque or DD in favour of “Abu Dhabi Indian School Branch 1”, if your child’s name is picked up in the draw, failing which your ward’s admission will not be considered. Post dated cheques and Cash will not be accepted.**
3. In case your cheque is not honoured, your child’s admission stands cancelled.
4. Please write your mobile no. and name of your child who is being admitted behind the cheque.
5. **Kindly bring the following documents at the time of draw without which your ward’s admission will not be proceeded further even if your ward’s name is selected in the draw.**

#### **CHECK LIST OF DOCUMENTS FOR ADMISSION**

**Following documents have to be submitted in hard copy at the time of Draw.**

- **Photocopy of child’s Passport (first & last page) & Valid Visa page.**
- **Photocopy of Sponsor’s Passport (first & last page) & valid visa page.**
- **Student recent Photo - 4 Nos. (Passport Size).**
- **Photocopy of child’s Emirates Id**
- **Progress report copy of the previous year.**
- **Copy of latest electricity bill.**

#### **DOCUMENTS REQUIRED BY SCHOOL CLINIC**

- **copy of valid Emirates Identity card**
- **copy of Immunization card**
- **copy of Medical Insurance card**
- **Duly filled non-prescribed Medication consent form issued by school.**

#### **ATTESTATION REQUIREMENTS**

- **Birth Certificate issued in UAE – Only Foreign Affairs (AUH) - (Applicable to children born in UAE).**
- **Birth Certificate issued outside UAE – (i) Notary (local District) (ii) Home Department - India (iii) Indian embassy - AUH (iv) Foreign Affairs - AUH.**
- **Original TC Attestation from Grade 1 to Grade 10 ( after results)**

- Within AUH – only Abu Dhabi Educational Zone (ADEZ).
- Outside AUH - (i) Zone of the particular Emirates (ii) ADEZ.
- Outside UAE – (i) District Education officer of the particular syllabus (ii) Home Department (iii) Indian Embassy AUH (iv) Foreign Affairs AUH.

**Admission stands cancelled if any of the above documents are not available at the time of Scrutiny.**

## **Entrance Test (Venue : ADIS Br.1, AL Wathba)**

Grade 6 to Grade 10 - 16.01.2016(Saturday) Timing 9a.m to 11.00am

**Entrance Test will be conducted for English and Math.**

### **Syllabus for Entrance Test:**

English:

Unseen passage for comprehension

Creative writing

General Grammar usage – Grade appropriate

Math:

Grade appropriate

Results of the entrance exam and schedule for payment of fees will be published on the website ([www.adiswathba.com](http://www.adiswathba.com)) on **28.01.2016**

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