



Gulf Asian English School

Tel: +971 6 534 0000, Muweilah, Sharjah - UAE

www.gulfasian.com

ADMISSION POLICY 2024-2025

1. Introduction

Gulf Asian English School, Sharjah, established in 1976 is run by PACE Group of Schools. The school got affiliated to the Central Board of Secondary Education, CBSE, in the year of 1993.

The academic year runs from April to March.

We strive to provide quality education irrespective of the students' socio-economic status, to instill a sense of responsibility and self-reliance in every student at an affordable fee structure.

2. Rationale

Being an inclusive school, we welcome students of all nationalities, providing a welcoming and flourishing atmosphere for the holistic development of our students with purposeful engagement in a wide range of learning experiences.

3. Aims of the Policy

- 3.1 The policy aims to identify and admit students who will benefit from the education provided by our school and who will contribute and benefit from the ethos and values we cherish in our school.
- 3.2 The school's admission policy adheres to the guidelines and stipulations provided by the SPEA and CBSE.
- 3.3 This Policy also outlines the important aspects, rules and regulations followed during the admission procedure to Gulf Asian English School, Sharjah, for Grades KG-12.

4. Admission Rules

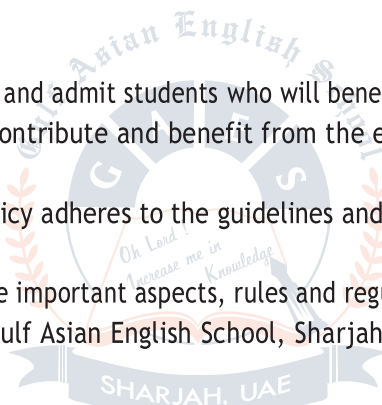
4.1 **Registration for Admission.**

Parents who are seeking admission for their wards are required to register online. Upon registration, messages will be sent to have a visit to school for the submission of documents and to take the entry level test.

4.2 **Documents to be submitted:**

At the time of admission, the parents are required to submit the following:

1. Admission form duly filled in.
2. Two photocopies of the student's passport with valid UAE visa.
3. Emirates ID card copy.
4. Birth Certificate copy.
5. Health Card/vaccination card copy.
6. Four passport size photographs of the student.



7. Photocopy of the original mark list of the last examination (Grade2 onwards).
8. In case of students from grade2 onwards, original Transfer Certificate or School Leaving Certificate from the last school attended. The certificate should be attested by the District/Zonal educational Officer and should be counter signed by the respective consulate in Dubai OR Ministry of Foreign Affairs. In case of local transfer, the TC must be attested by the Ministry of Education.

4.3 Age Requirement for Admissions

The prescribed age limit for admission to school is as follows:

Sl.No.	Grade	Age	Cut of Date for Completion of Age
1	KG1	4	March 31 of the year of admission
2	KG2	5	
3	Grade1	6	
4	Grade2	7	
5	Grade3	8	
6	Grade4	9	
7	Grade5	10	
8	Grade6	11	
9	Grade7	12	
10	Grade8	13	
11	Grade9	14	
12	Grade10	15	
13	Grade11	16	
14	Grade12	17	

4.4 Siblings' Admission

Siblings of our students are given priority. All siblings who seek admission must fulfill the school admission criteria.

4.5 Admission to Kindergarten

KG admission is based on a readiness test in which the fine motor skills, gross motor skills, communication and language skills of the students are tested. They are also tested for visible learning disabilities if any and if diagnosed, they are referred to the SEND Department for further interventions. However, it is ensured that no student is denied admission to KG classes unless and until the seats are not available.

4.6 Admission Tests

The admission to grade 3-12 is purely merit based. Students are given entry level tests in key subjects. The evaluation will be conducted and the result will be intimated to the parents within two days of the test date.

5. Students of Determination

The school is committed to inclusion by:

- Ensuring admission to all upon the submission of medical diagnosis report.
- Conducting assessment on educational need by the SEND department to ensure appropriate teaching strategies and preparation of IEPs.
- Providing students with SEND with support, accommodations, resources and curricular modifications or other options to enable equitable access to educational opportunities.

6. Discount Policy

6.1 Discounts for Staff Children

- First child 50% of Tuition fees
- Second child 75% of Tuition fees
- Third child onwards 100% of Tuition fees

6.2 Discounts for Siblings

- If 3 or more siblings seek admission in school, a discount of 50% on the tuition fee will be granted to the third child onwards.

7. Withdrawal Rules

Parents desire of withdrawing their wards from the school have to give one month prior notice. TC fee shall be payable for issuance of TC apart from the attestation charges at MoE if any.

8. Monitoring and Review

The school Governors and Senior Leadership Team are responsible for monitoring the implementation of Admission policy. They review the Policy annually.

9. Admission Committee 2024-2025

OVERALL IN CHARGE: DR NASREEN BANU B R (PRINCIPAL)

Members:

1. Mr. JAYAFAR SADIQ, VICE PRINCIPAL (QUESTION PAPER IN CHARGE)
2. Mr. K A NIZAR, HEADMASTER (GR 9-12)
3. Ms. ARTI PAUL, HEADMISTRESS (GR 6-8)
4. Ms. SHANIBA MURAD, ACADEMIC SUPERVISOR (GR 1-5)
5. Ms. SUBA DAVIS, ACADEMIC SUPERVISOR (KG1 & KG2)
6. Mr. Thajudheen, HR Officer
7. DR. UMA DEVI, SENDCO
8. Mr. JAWHAR HAMZA P.K, SCHOOL REGISTRAR
9. Ms. SANA TAYYEB, ARABIC SECRETARY
10. Mr. SHOUKATH ALI, IT INCHARGE