GULF ASIAN ENGLISH SCHOOL, SHARJAH

ADMISSION POLICY

2026-2027

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

- 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.
- The school's admission policy adheres to the guidelines and stipulations provided by the SPEA and CBSE.
- 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:

- Admission form duly filled in.
- Photocopies of the student's passport with valid UAE visa.
- Emirates ID card copy.
- Birth Certificate copy.
- Health Card/vaccination card copy.
- Three passport size photographs of the student.
- Photocopy of the original mark list of the last examination (Grade 2 onwards).

- Transfer Certificate or School Leaving Certificate from the last school attended (Grade 2 onwards).

For students from outside the UAE (Grade 2 onwards), the original Transfer Certificate or School Leaving Certificate (in English language) from the last school attended is required. The certificate must be:

1. Counter-signed by the District/Zonal Educational Officer
2. Attested by the respective Consulate in the origin country
3. Attested by the Ministry of Foreign Affairs, UAE

For local transfers, the TC must be attested by:

- Ministry of Education (Ajman, Umm Al Quwain, Fujairah)
- ADEK (Abu Dhabi)
- KHDA (Dubai)
- RAK DOK (Ras Al Khaimah)
- SPEA (Sharjah)

4.3 Age Criteria for Admissions

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

Sl. No.	Grade	Date from (eligible DOB)	Date to (eligible DOB)
1	KG1	1 Apr 2021	31 Mar 2022
2	KG2	1 Apr 2020	31 Mar 2021
3	Grade 1	1 Apr 2019	31 Mar 2020
4	Grade 2	1 Apr 2018	31 Mar 2019
5	Grade 3	1 Apr 2017	31 Mar 2018
6	Grade 4	1 Apr 2016	31 Mar 2017
7	Grade 5	1 Aug 2015	31 Jul 2016
8	Grade 6	1 Aug 2014	31 Jul 2015
9	Grade 7	1 Aug 2013	31 Jul 2014
10	Grade 8	1 Aug 2012	31 Jul 2013
11	Grade 9	1 Aug 2011	31 Jul 2012
12	Grade 10	1 Aug 2010	31 Jul 2011
13	Grade 11	1 Aug 2009	31 Jul 2010
14	Grade 12	1 Aug 2008	31 Jul 2009

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 Wellbeing team 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 1 - 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/psycho educational assessment report.
- Conducting assessment on educational need by the Wellbeing team to ensure appropriate teaching strategies and preparation of Educational plans.
- Providing students with required 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. Transfer Certificate (TC) fee shall be payable for the 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.