



PROCEDURE FOR ADMISSION

- 1.** A student seeking admission to school should fill in the registration form available at the school registration office or on the website <http://www.alansarschool.net>.
- 2.** A written test (Entrance Exam) is compulsory from KG-2 to grade 12
- 3.** Admission to KG-1 is based on verbal skills
- 4.** Filling the admission form and qualifying the test does not guarantee right to admission.
- 5.** Parents whose children are already in the school cannot claim right to admission for their other children's
- 6.** All necessary documents (listed below) must be submitted within one week for local transfer and 3 weeks of admission for transfers from outside UAE.
- 7.** The Principal has the sole authority to accept or reject any application without assigning any reasons.
- 8.** Admission will be cancelled if the above conditions are not fulfilled within the stipulated time.
- 9.** Students who have completed the memorizing of the Holy Quran will receive a discount of 20% on their school fee.
- 10.** Students of AL ANSAR INT. SCHOOL from grades 1 to 10, who top the class will be eligible for a discount of 10% and the Second best in the class will be eligible for a discount of 5% on their school Fees.
- 11.** A certificate of proof would be required in order to avail the discounts mentioned above.
- 12.** All candidates who have been ACCEPTED can visit the REGISTRATION DEPARTMENT to begin Application procedures.
- 13.** Candidates on Waiting List should contact the Registration Department on the date given.
- 14.** Admission will be cancelled if the Registration is not been done within one week from the date of entrance exam.



DOCUMENTS TO BE PRODUCED AT THE TIME OF ADMISSION

- 1.** Passport copy of the student with valid visa page (2 Nos)
- 2.** Passport copy of the parents / sponsor (2 Nos)
- 3.** Copy of child birth certificate (2 Nos)
- 4.** Copy of vaccination card
- 5.** Passport size Photographs (6 Nos)
- 6.** School Leaving Certificate / Transfer Certificate duly attested
- 7.** Progress Report / Statement of Marks of previous examination and original to be submitted to the school
- 8.** Conduct Certificate from the school last attended

AGE LIMIT:

- ◆ KG-1 → between 3 years to 4 years and 5 months
- ◆ KG-2 → between 4 years to 5 years and 5 months
- ◆ Grade-1 → between 5 years to 7 years
- ◆ Grade-2 → 6 years to 8 years
- ◆ Grade-3 → 7 years to 9 years
- ◆ Grade-4 → 8 years to 10 years
- ◆ Grade-5 → 9 years to 11 years
- ◆ Grade-6 → 10 years to 12 years
- ◆ Grade-7 → 11 years to 13 years
- ◆ Grade-8 → 12 years to 14 years
- ◆ Grade-9 → 13 years to 15 years
- ◆ Grade-10 → 14 years to 16 years
- ◆ Grade-11 → 15 years to 17 years
- ◆ Grade-12 → 16 years to 18 years
- ◆ Grade-13 → 17 years to 19 years



TRANSFERRING INSIDE UAE:

A student from any of the local school seeking admission should get the following:

- 1.** Transfer Certificate from Private School inside Sharjah.
- 2.** Leaving Certificate attested by the respective zone of the Ministry of Education for students coming from government schools or different curriculum (Indian, Pakistani) along with original report card, passport copy, birth certificate.

TRANSFERRING FROM OUTSIDE UAE

A student transferring from outside UAE should get the “Transfer Certificate” or “To Whom It May Concern Letter” where applicable and the last school report endorsed by:

- 1.** Ministry of Education of the home country of the school
- 2.** The Embassy or Consulate of the UAE in the country were issued, or UAE Ministry of Foreign Affairs
- 3.** All Certificates and other documents should be in either Arabic or English only.

TIMINGS:

- ◆ **SCHOOL TIMINGS:** 7:05 am to 1:50 pm, Sunday to Thursday



ACADEMIC SYSTEM

Session: The academic year of the school starts from September and ends in May. The academic session consists of two terms, Term-1 from September to January and Term-2 from February to May. July and August being the summer vacation.

Scheme of Studies: The school is affiliated to the Cambridge Board of Education, U.K. and is recognized by UAE Ministry of Education.

Medium of Instruction: English is the medium of instruction and Arabic, Islamic studies is compulsory as per the Ministry norms

Cambridge Board Exam: A student will be registered to appear for IGCSE Exam in grade-11 and AS-Level / A-Level Exam in grade-12

IGCSE Subjects: English, Mathematics, Computers, Physics, Chemistry, Biology

AS-LEVEL Subjects: Mathematics, Physics, Chemistry, Biology

A-LEVEL Subjects: Mathematics, Computers, Physics

Ministry Subjects: Arabic, Religion, Social Studies and National Education



REGISTRATION SLIP

Reg. ID: _____	Date: _____	
FULL NAME OF THE CHILD: _____ الأسم بالكامل		
Grade to which registration is sought: _____ الصف		
Previous grade: _____ آخر صف التحق به الطالب		
Date of Birth: _____ تاريخ الميلاد	Nationality: _____ الجنسية	
Previous school: _____ آخر مدرسة ألتحق بها الطالب		
Reason for changing the school: _____ لماذا ترك المدرسة		
Transport Location: _____ المكان		
Entrance Exam: Marks, Result: _____ نتيجة امتحان تحديد المستوى		
Remarks if any: _____ ملاحظات		
_____ Interview	_____ Registration Dept	_____ Transport Incharge
_____ Principal Signature	_____ Accounts Department	