

# ADMISSION REQUIREMENTS

## ADMISSIONS

Raffles International School admits students of all nationalities, as long as they demonstrate that they will successfully cope with academic programme and contribute positively to the school. The school is fully compliant with the UAE Ministry of Education regulations governing inclusion. Competency in English is not an entry requirement up to Year 10.

## ADMISSION CRITERIA

**The assessment test is in:**

- English and Mathematics (Year 2)
- CAT4 digital testing (Year 3 - Year 13)
- For FS2 and Year 1 it would be a general assessment test and non-verbal clues may be used.

**Abroad assessments:** For applicants currently outside the UAE, we can arrange abroad assessments for your child(ren) once you provide us with the contact details and email of the Principal or English teacher of your child's current school and we will liaise with them with regards to the assessments

Previous report cards will also be taken into consideration. Interviews will also be conducted when required.

## PROCEDURES FOR APPLICATION

Please complete the application form online at [www.rafflesis.com](http://www.rafflesis.com)

The following documents are also required for each child before the student begins at RIS:

- 1 x copy student's and parents passports
- 1 x copy of student's and parents valid UAE residency visa pages in passport
- 1x copy of Student's as well as Parents Emirates ID
- 1 x copy of student's birth certificate (English or Arabic)
- 3 x passport photographs
- 1 x original Transfer Certificate (for students joining Year 2 and above at the start of the academic year, and for students joining FS2 to Year 13 during the academic year). No TC required for transfers within Dubai.
- 1 x copy of previous two years of student's school reports in English
- 1 x copy of immunization records

Please note that to complete KHDA registration of each child, parents are requested to present the child's original Emirates ID card and swipe it along with one of the parents ID at our readers/swiping machines.

## PARENT SCHOOL CONTRACT

Parents and students of age 15 years and above, are required to sign the Parent School Contract for each academic year (this is a KHDA mandate).

## AGE REQUIREMENTS

Typical Age for Student	Grade System	Year System (followed by RIS)
17-18	12	13
16-17	11	12
15-16	10	11
14-15	9	10
13-14	8	9
12-13	7	8
11-12	6	7
10-11	5	6
9-10	4	5
8-9	3	4
7-8	2	3
6-7	1	2
5-6	KG2	1
4-5	KG1	FS2

## SUPPLEMENTARY

- All admissions are conditional to the assessment criteria set by the school. The decision of the school is final.
- All necessary documentation must be submitted prior to the start of the school. Failure to do so may result in the application not being approved.

## TRANSFER CERTIFICATE

### What is a Transfer Certificate?

A Transfer Certificate (TC) is not the same as school records, reports or school transcripts. A TC should clearly state to which grade/year a student is promoted at the end of the year (if enrolling in September), or in which grade/year the student is currently enrolled (if enrolling midyear). The Admissions Office can supply a sample if required.

### Who needs a Transfer Certificate?

All students joining Year 2 or above at the start of academic year, and FS2 to Year 13 during the academic year MUST provide the RIS Admissions Office with a copy of the Transfer Certificate before joining the school.

This document is compulsory for registering students with the Knowledge and Human Development Agency (KHDA) who regulates Private Schools within Dubai. Students will not be able to start school without a valid TC.

### What stamps do I need for the Transfer Certificate?

These are dependent on the location of the school from which the student is transferring and the date of transfer, typically:

North America, West Europe, Australia or New Zealand, North Europe

- School stamp and signature only

### Middle East (except the UAE), South and Central America, Asia, Former Russian States, Eastern Europe and Africa

- School stamp and signature
- Ministry of Education (in the country of the school's location)
- Ministry of Foreign Affairs (in the country of the school's location)
- UAE Embassy (in the country of the school's location)

### Another Emirate of the UAE

- School stamp and signature (TC must be in Arabic)
- Educational Zone of the Emirate

### Dubai

- No TC required

### What information must be included on the Transfer Certificate?

- Full name of student
- Nationality of student
- Date of birth
- Curriculum followed
- 12 or 13 year school system (usually indicated by the final year of high school)
- Last date on which school was attended
- Either current grade OR grade passed and promoted to