



AL DIYAFAH HIGH SCHOOL
IGCSE / A Level, affiliated to University of Cambridge



Step 1 - Registration

Parents must complete the school registration form available from the Registrar's Office or by clicking the link which has the school forms. A list of supporting documents required for admissions are mentioned below. Please hand these documents to the registrar once the admission is confirmed.

NB: School Transfer Certificate from the previous school is required, stamped by the local Ministry of Education, the Ministry of Foreign Affairs and U.A.E. Embassy

Step 2 - Acknowledgement

We will acknowledge receipt of the registration form and set a date for either an interview or assessment depending on which year the child is seeking admission into.

If you are applying for a place in a grade that is already full, you will be contacted by the school as soon as we receive notice of withdrawal from the parents of a child who is leaving the school. Until then you will be kept on a waiting list.

Step 3 – Admissions accepted

Following successful completion of the assessment, we are usually able to formally offer a place at the school within a few days.

At this point, parents will have 2 weeks to decide whether to accept the offer. Parents are required to fill out the admission forms and pay the first month's school fees in advance. The first months fees also count as a non-refundable deposit, and it is therefore essential that parents are satisfied that any questions or concerns relating to the school, curriculum or their child's placement have been addressed before paying the fees.

Step 4 - Orientation Day

The first day of a new school year is reserved exclusively for new students.

Orientation Day usually runs from 8:00 am until 11:00 am for students from Grade 1 Grade 12.

KG 1 and KG 2 children will have a special orientation schedule where parents and children will spend time with the new teacher and a small number of other new parents and children.

Dates for the same will be communicated closer to the time.

LIST OF DOCUMENTS REQUIRED (FOR ADMISSION)

If a child passes the admission test conducted at school, you will be required to come to complete the admission formalities on the date given to you by the School Registrar.

The documents required as follows:

1. Passport copy of the child with valid residence visa page (**2 copies**)
2. Copy of child's birth certificate (**2 copies**)
3. 10 recent passport photographs of the child (in an envelope with the name of the child written behind each photo)
4. Parent's passport copies with valid residence visa page
5. Last Report Card (Original to be shown at the time of admission)
6. Transfer Certificate from the last school (only for students from grade 1 upwards)
7. Health report / Immunization record.

Please note: Any delay will cause you to lose the seat to someone else.

SIGNATURE OF PARENT

SIGNATURE OF PARENT