

K.G. 1 ADMISSION - (OPEN CATEGORY)
(ONLY 240 SEATS ARE AVAILABLE FOR OPEN CATEGORY)

IHS / NEW ADM (2009-2010) / 01

Sunday, 30 November 2008

The New admissions for the academic year 2009 – 2010 will be granted to students who are residents of Dubai. Children coming from SHARJAH and AJMAN will **NOT** be granted admission.

Before collecting the Registration Form, please check the date of birth of the child – forms for underage children will not be accepted. Only pupils born between 16-04-2005 and 15-04-2006 are eligible for admission to KG-1, for 2009 – 2010. Underage and overage children shall not be admitted as per the instructions received from the Ministry of Education.

1. **AVAILABILITY OF (OPEN CATEGORY) ADMISSION REGISTRATION FORMS:**

Parents can collect the prescribed ADMISSION REGISTRATION FORMS on Monday, 05 January 2009 from Senior School (Zabeel East), Registrar's Office, from 08.30 a.m., to 11.30 a.m., against the payment of Dh.150=00 (NON REFUNDABLE). PLEASE BRING THE EXACT AMOUNT TO AVOID INCONVENIENCE. Registration Forms will not be issued after the above date and time.

2. **ACCEPTANCE OF (OPEN CATEGORY) ADMISSION REGISTRATION FORMS:**

The duly filled in Open Category Admission Registration Forms will be accepted as per the schedule given at the time of issuance of forms. Please follow the schedule strictly. The parent will be issued two coupons bearing the same number. One of the coupons is to be deposited by the parent in the **BOX** kept in the Registrar's Office and the other is to be retained by the parent. The second coupon is to be surrendered in the Registrar's Office at the time of collecting the Admission Form.

3. **DRAWING OF LOTS AND ISSUANCE OF ADMISSION FORMS:**

Lots will be drawn in the presence of the parents in the Sheikh Rashid Auditorium, Senior School Campus (Zabeel East) at 09.00 a.m., on Friday 09 January 2009. There are approximately 240 seats at present i.e. 120 for Girls and 120 for Boys. Therefore 2 draws will be held, separately for Girls and Boys (one followed by the other) and a maximum of 120 coupons will be drawn in each category. **Please note that only the COUPON NO. will be called out after each draw.**

4. **ISSUANCE OF ADMISSION FORMS:**

After the draw, parents can collect the ADMISSION FORMS from the Registrar's Office, either on the same day or on Sunday, 11 January 2009, between 08.30 a.m. and 11.30 a.m. The coupon with the parent is to be surrendered in the Registrar's Office at the time of collecting the Admission Form. Duly filled in Admission Forms shall be accepted as per the schedule given along with the forms. Please follow the schedule strictly. Please note that Admission Forms **WILL NOT BE ISSUED** after Thursday, 22 January 2009.

Admission forms are to be submitted in the Senior School. At the time of submission of Admission Form an Interview Letter will be given. The interview will take place at Junior School, Al Garhoud. Please note that the Admission Forms given after the draw will not be **ACCEPTED** after Thursday, the 05 February 2009. If the child is out of town and is unable to come for the interview as per the given schedule, then the parent has to submit the Admission Form in the Registrar's Office along with an undertaking requesting for grace period, stating the reason and the probable date on which the child will be able to attend the interview. The requested grace period will be at the discretion of the Chief Executive Officer / Principal / Management.

5. Students who are studying in this school are not allowed to collect or submit the Registration Form for relatives and friends during their regular class hours.

Kindly inform your relatives and friends regarding the KG 1 admission (open category), in case they are interested in securing admission for their children during the academic year 2009 – 2010.