



St. Joseph's School Abu Dhabi-U.A.E.

Admissions Policy

Saint Joseph's School is a C.B.S.E. Indian Curriculum school operating as part of the Vicariate of Southern Arabia Group of Schools. Most of the students and staff are from India and the culture of the school is subsequently Indian. The school admits Girls from Grade 1 to Grade 12 and Boys from Grades 1-4. The academic year operates from April to March.

School Mission

The Admission Policy reflects the Vicariate of Southern Arabia Mission Statement in that we endeavor to holistically develop every student to their full spiritual, intellectual, emotional, physical, and artistic potential. We strive to develop a community of collaborative learners, and produce independent, critical thinkers who are responsible global citizens, capable of leading productive and meaningful lives.

Because of this, admission to the school is based on the following assumptions:

The student can fulfill the entry requirements for each Grade Level

The student can benefit from the specific C.B.S.E. Indian educational programme provided by the school

Admission Procedure to Grade One

- **Preferential Admission:** Students who have siblings at Saint Joseph's School are offered admission into Grade 1 first.
- Parents seeking admission into Grade One for a student with no sibling already at the school are requested to complete registration details from November.
- Once the number of available seats in Grade One for the academic year is known, all registered students will be asked to sit for an Admissions Entrance Assessment which comprises of Maths and Language based tasks.
- The places are allocated according to the student's performance in the Admissions Entrance Assessment.
- Consideration is given to the ratio of boys to girls to ensure that there is enough accommodation for a maximum of 90 girls in Grade 5.

Admission Procedure to Grades other than Grade One

- Admissions to other Grades is dependent of the students achieving an appropriate standard in the Admissions Entrance Assessment for the specific Grade Level in question.

Language Ability

- As the medium of instruction is English all students seeking admission must be able to communicate appropriately in English according to their age.

Inclusion

- Provided that the student has fulfilled the entrance requirements, if a student has special educational needs they will be offered a place at the school as long as the school is able to provide for those specific needs.

DOCUMENTS TO BE SUBMITTED WITH THE REGISTRATION FORM:

Checklist for students :

- 2 recent passport size photographs with white background
- Copy of passport with valid residence visa (both first and last pages)
- Original and Copy of Emirates ID (front and back)
- Copy of attested birth certificate
- Copy of Immunization records
- Copy of Insurance card (front and back)
- Copy of attested transfer certificate (if the student is coming from outside the Emirate/outside UAE)
- Copy of progress report of the previous year
- If the applicant is locally transferred within Abu Dhabi, eSIS number and ADEK marksheet from previous school should be submitted.

Attestation for Transfer Certificate :

- For admissions from India, the Transfer Certificate needs to be attested by
 - The District Education Officer/CBSE Regional Office (the Transfer Certificate has to be verified by the Education Office/CBSE Regional Office of the Zone/District/Area, from where the T.C. has been obtained).
 - The Indian Embassy in Abu Dhabi
 - The Ministry of Foreign Affairs (UAE)
- For admissions from other countries, the Transfer Certificate must be attested by the respective school and the Ministry of Education followed by the Ministry of Foreign affairs & by the U.A.E. consulate/embassy located in the country.
- For admissions from any other Emirate besides Al Ain, the Transfer Certificate must be attested by the respective school and Ministry of Education.

Checklist for both the parents (mother and father) :

- Copy of passports, both, father and mother (first and last page) as well as valid residence visa
- Copy of Emirates ID (front and back)
- Copy of recent electricity bill

Admission to Grade 11 is based on the marks secured in the Common Rehearsal Exam. Only students scoring 70% overall and 80% in Mathematics and Science will be considered for the Science Stream. All those who pass the All-India Secondary School Examination of Grade 10 do not automatically qualify for admission to Grade 11.

Minimum age for Grade 1 is 6 years as of 31st March (effective from Academic year 2022-23). Only applicable to newly registered students for the relevant academic year and does not affect currently enrolled students or their promotion to the next grades.

The Principal reserves the right to refuse admission to any student whose character or academic performance is not satisfactory.

Prestina Rocha

Sr. Suranjana (Prestina Rocha)

Principal



NEXT REVIEW DATE: 31st March 2024