

Previous Schools Attended: Please begin with present school and list all schools your child has attended:

name of school	city/country	language of instruction	years attended	grades completed

Has your child ever repeated a grade in school? Y/N If yes, why?

Language Background:

Student's first language: spoken written schooled in	Main language spoken at home:
Student's other languages:	Arabic: spoken written previous schooling in

*I have read, discussed and understand the Statement of Purpose Enrollment Understanding form.
I certify that the information given above is accurate. Failure to provide complete and accurate information is grounds for nullification of a student's enrollment at IISA.*

Father's Signature

Mother's Signature

<p><i>Office use only:</i></p> <p>Date of grade placement testing:</p> <p>Grade recommended:</p>
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Fee Schedule 2009-2010

Fees are denominated in US dollars; buy may be paid in Syrian lira at the official ICARDA rate of exchange on the day of payment. Payments may be made in cash or check at the school office. Checks shall be made to "ICARDA International School of Aleppo."

Tuition for the Year:

Preschool	\$ 2,868
KG1 and KG2	\$ 6,336
Grades 1-5	\$ 9,071
Grades 6-8	\$ 9,840
Grades 9 and 10	\$ 9,840
Grades 11 and 12	\$ 9,840

Special Fees:

Initial Testing/Placement	\$ 225
Transportation	\$ 400
IGCSE (9 th & 10 th)	\$ 385
IB (11 th & 12 th)	\$ 1075
Activities KG -5 th	\$ 175
Activities 6 th -12 th	\$ 540 (trips)
*Capital development	\$ 1300 * To be charged one time only to new students

1. Initial interview/testing fee is due at time of application for enrollment.
2. The transportation fee is required of all students.
3. Non-ICARDA students will not be registered until all fees and the first trimester tuition are paid. All fees and the first trimester tuition are due on the day of formal enrollment.
4. Once a student has begun a semester, there will be no refund of trimester tuition. There will be no refund of fees.



Documents needed for Registration

The following must be on file before the student can formally register at IISA:

1. Verification of Syrian Ministry of Education permission, if applicable. Permission must be on file before student can register and attend classes.
2. Completion of application for Enrollment form.
3. Photocopy of (prospective student's) father's passport.
4. Photocopy of student's birth certificate or passport.
5. The Enrollment Understanding Form must be signed by parent(s) at the time of formal registration.
6. Academic records from previous school (Grade 1 and upwards) are required.
7. Two recent photographs for the student's academic file are required.
8. Initial interview/testing are required.
9. Omnibus Field Trip Permission form must be signed by parent(s) at the time of formal registration.
10. The interview/testing fee is required at the time of application.
11. Parents visit school accountant's office to pay the first trimester tuition.
12. Parents are asked to complete the IISA Health Record form as soon as possible so that it can be filed in the school doctor's office.



ICARDA International School of Aleppo Mission Statement

ICARDA International School of Aleppo is an English medium IB World school offering the PYP, IGCSE, and IB programs to the children of ICARDA staff, expatriates and Syrians. We challenge students to be principled, self-directed, life-long learners who strive for excellence. The school is committed to social, emotional, physical and intellectual growth and to facilitating a smooth transition to educational institutions around the world.

We Believe That:

- ◎ Students benefit from high standards and challenging expectations.
- ◎ An effective learning environment incorporates a rich variety of opportunities to explore and manipulate materials and ideas.
- ◎ Students learn best when they are actively engaged, and reflect on the learning process.
- ◎ Students learn in different ways, at different times, and at different rates.
- ◎ Students, teachers, administrators and parents have a shared responsibility to advance the mission, philosophy and beliefs of the school.
- ◎ Learning and personal development are enhanced in a safe, positive, and supportive school environment in which everyone is valued and respected.
- ◎ Development of critical reading, thinking and reasoning skills is necessary so that students can become lifelong independent learners.
- ◎ Staff development is important in establishing academic excellence.



English Language Proficiency Requirements

Student proficiency in a second language is an educational objective of the school. For many students, English is a second language. To the extent that limited English proficiency may interfere with students' achievement in the English-medium curricula, the school may offer English-as-a-Second Language (ESL) instruction. However, it is the school's mission to teach in English. Adequate English proficiency must be present or quickly attained if students are to benefit from instruction in English in the various subjects taught at the school. Therefore, the admission of the non-native English speakers will be subject to the following restrictions:

1. Examinations will be given to all applicants for admission. One purpose of the examinations is to determine the applicant's level of English language proficiency. The results of the examinations will determine whether or not the applicant requires ESL instruction and, hence, whether or not the school can accommodate the applicant in its academic and/or ESL programs.
2. Non-native English speakers whom the school cannot accommodate in the regular academic classes and/or in the ESL program will not be admitted to the school.
3. Enrollment in an ESL instructional program is short-term. Two academic years of ESL support is the maximum. If a student does not, in this time and in the school's determination, exhibit proficiency in English sufficient to perform adequately in the regular academic classes, he or she may be asked to leave the school.
4. While a student is in the ESL instructional program and missing regular academic classes, the student will not receive credit for those classes. This will delay the student's accumulation of credits and date of graduation.



Class Size Limit

The school is dedicated to small class group sizes. Class groups do not exceed 25 students. Every elementary self-contained classroom has both a Teacher and an English-speaking assistant.



Verification of (Prospective Student's) Father's Nationality

In Syria, if a child's father holds a Syrian passport, the child is considered Syrian, under Syrian law. Permission must be obtained from the Syrian Ministry of Education prior to application for enrollment.

The Syrian Ministry of Education informs that admission of students to IISA is restricted to:

- a. Children of Syrian emigrants who have nationalities of any other foreign country.
- b. Children of Syrian diplomats and emigrants who studied at foreign schools abroad and returned home.
- c. Children of Syrian nationals employed by the school or by the center of ICARDA.
- d. Syrian nationals who have other nationalities.
- e. Siblings of students enrolled at the school.

It is the parents' responsibility to secure permission from the Syrian Ministry of Education.



Admission Priorities

- Priority 1: ICARDA applicants (automatic admission)
Priority 2: Expatriate applicants
Priority 3: Applicants with brothers/sisters at the school
Priority 4: Other applicants

Proof of applicant's age is required at the time of enrollment. A valid passport or birth certificate is accepted as proof. Elementary grade placement depends primarily on chronological age but also on results of initial interview/testing, as well as the student's grades from previous schools. IISA policy states the following:

Preschool	3 years old before September 30 th of the year in session
KG 1	4 years old before September 30 th of the year in session
KG 2	5 years old before September 30 th of the year in session
Grade 1	6 years old before September 30 th of the year in session
Grade 2	7 years old before September 30 th of the year in session
Grade 3	8 years old before September 30 th of the year in session
Grade 4	9 years old before September 30 th of the year in session
Grade 5	10 years old before September 30 th of the year in session

Secondary grade placement depends on grade-appropriate in English language and mathematics proficiency. Academic records for the previous two years are required (i.e., Report Cards, Progress Reports, Disciplinary Reports, and transcripts). At the high school level, placement is also contingent upon transferable credits previously earned.



Admission Procedures

Prospective non-ICARDA students must complete the following five steps application procedure:

- Step 1: The counselor interviews families on the “seeking information” list and arranges for formal testing.
- Step 2: The parents complete and sign application documents.
- Step 3: The student is tested for grade placement.
- Step 4: Acceptance or rejection of application by school administration (if applicable); “placement pending” list.
- Step 5: Formal registration, dependent on government approval, if applicable, space available, and completion of documents.



Universal Field Trip/Bus Permission

إذن عام بالرحلات الميدانية وركوب الحافلات

Name of student _____ in grade _____

اسم الطالب

في الصف

has my permission to attend all school sponsored and supervised field trips (within 25km of Aleppo) during the school year.

أسمح لولدي بحضور كل الرحلات الميدانية التي تنظمها المدرسة وتشرف عليها خلال العام الدراسي ضمن نطاق ٢٥ كيلومتراً عن حلب.

The parent understands that classes take field trips to take advantage of the rich cultural and environmental resources of Syria and its neighboring countries, (including countries which are destinations for our Regional Studies Trips) and that these experiences form part of the regular educational program. All school trips will be supervised by staff members and/or other responsible adults who will exercise all reasonable caution. However, the parent agrees that the school and/or the School Management Committee cannot accept any liability for accidents either en route, or at the activity or outing itself.

ينبغي على أولياء الأمور أن يتفهموا أن المدرسة تأخذ الطلاب في رحلات ميدانية تهدف إلى إفادة الطالب من مصادر التراث والثقافة الغنية في سوريا والبلدان المجاورة (بما في ذلك البلدان التي يمكن أن تكون هدفاً لبرنامج الرحلات الإقليمية) وأن هذه الرحلات تشكل جزءاً من البرنامج التعليمي النظامي في مدرستنا. يتم الإشراف على جميع الرحلات من قبل المدرسين و/أو أشخاص آخرين كبار من الذي سوف يديرون على جميع المشكلات الممكن حدوثها. وبمطلق الأحوال فإن أولياء الأمور بموجب هذا التسجيل يوافقون على أن المدرسة و/أو لجنة إدارة المدرسة لا تتحمل أية مسؤولية قانونية عن الحوادث التي يمكن أن تحدث في الطريق، أو في أثناء الرحلة، أو في أي خروج مع الطلاب خارج المدرسة.

Name of Parent: _____

اسم الوالد

Signature of Parent: _____

توقيع الوالد

Date: _____

التاريخ

In case of an emergency please contact this phone number:

في أحوال الطوارئ يرجى الاتصال بالرقم:



ICARDA International School of Aleppo

Statement of Enrollment Understanding

Parents are kindly asked to discuss this Statement of Enrollment Understanding with the school prior to enrolling their child.

- 1. Accreditation-** IISA is accredited by Middle States Association of Colleges and Schools.
 - 2. Policy of non-discrimination-** IISA does not discriminate on the basis of race, creed, color, sex, or national origin. Admission of qualified candidates is selective and subject to the IISA admissions policy and agreements with the Syrian Ministry of Education, with regard to the enrollment of Syrian citizens.
IISA treats boys and girls equally in facilitating access to programs of study, career guidance, athletics and extracurricular activities.
 - 3. Language Policy-** IISA has a written language policy that provides for second language teaching and host language support. English is the language of instruction and working language at the ICARDA International School of Aleppo.
Modern Standard Arabic is required. The school maintains separate programs for teaching the Arabic language to native Arabic speakers, and to non-native speakers.
 - 4. International curricula-** IISA offers internationally recognized academic programs that lead to foreign (non-Syrian) culminating credentials. The approach and style of instruction, including language learning, is derived from the IISA Mission Statement, & Beliefs, IISA Language Policy, and IB Learner Profile.
IISA Elementary School curriculum (grades N-5): International Baccalaureate Primary Years Program (IBPYP)
IISA Middle School (grades 6-8): a blended UK/US curriculum
IISA High School (grade 9-12): In grades 9 and 10, IISA offers International General Certificate of Secondary Education (IGCSE) courses and students sit for CIE (University of Cambridge International Examinations) at the end of grade 10. The International Baccalaureate Diploma Program is in place in grades 11 and 12. Students sit for final IB Diploma Program examinations and the end of grade 12.
 - 5. Culminating Secondary Credential-** Students who graduate from IISA earn a US-style High School Diploma. The IB Diploma is conferred by the International Baccalaureate Organization in Geneva, Switzerland.
 - 6. Official Syrian Recognition of the IISA IB Diploma-** As per official communication from the Syrian Ministry of Education to the Directorate of Education in Aleppo, dated 23rd of February 2006, and numbered (8/4) 43/7/625, the IB Diploma earned by IISA graduates is equivalent to the Syrian Baccalaureate.
Syrian students who seek to enroll in the IISA High School must have previously taken the Syrian Brévet examination in order to qualify for subsequent official recognition of IISA's IB Diploma. IISA does not follow a program to prepare students for the Syrian Brévet. A Syrian national enrolling in grade 9 must arrange to prepare for, and take the Syrian Brévet independently. Syrian dual nationals who are admitted to IISA before grade 8, as well as students who enroll from foreign schools abroad do not need to sit for the Syrian Brévet.
Students who are Syrian citizens must take Arabic for native speakers with Syrian Studies. Coursework in Syrian Studies may lead to Syrian examination in Arabic Language, History, Geography, and National/Civil Education if the student aspires to study in a Syrian university.
Syrian students must eventually enroll in the International Baccalaureate Diploma Program and will be required to take Modern Standard Arabic as an IB elective.
 - 7. Regional Studies-** All students in grades 6-12 are expected to participate in IISA Regional Studies. "Week without walls" experiences form an integral part of the IISA academic program and are designed to foster appreciation for the rich cultural, historical and environmental heritage and resources of Syria, and its neighbors.
 - 8. Special Needs Policy-** IISA is not equipped or staffed to educate students with severe learning disabilities, some physical or mild to severe intellectual disabilities, as well as emotional and/or behavioral problems. The SMC reserves the right to exclude students whose needs could not be adequately met, and authorizes the Head of School to exclude students on that basis, including ICARDA sponsored students. If a student who is already enrolled at IISA develops or is identified as having a condition that precludes participation in all or most of the regular academic program of the school the head of school may exclude that student from further attendance.
 - 9. Diagnostic Testing-** Some individual diagnostic testing can be administered at IISA with previous parental permission at an additional cost. IISA has a list of possible outside referrals.
 - 10. School Rules-** It is expected that the student will abide by all of the school's established policies and procedures. The student and the parent are encouraged to read or consult the *IISA Parent/Student Handbook*, which is published yearly.
- As a parent of a student enrolled in the ICARDA International School of Aleppo I have read the IISA Mission Statement and this Statement of Enrollment Understanding.**



Student's name

Parent's name

Parent's signature

Date



ICARDA International School of Aleppo

A coeducational day school serving the International Center for Agricultural Research in the Dry Areas
providing academic excellence and
an international vision for the children of the world



P.O. Box: 5466, Aleppo, Syria.
Tel: (963-21) 5743104, 5746807 Fax: (963-21) 5763936

GENERAL INFORMATION

STUDENT'S SURNAME الكنية		FIRST NAME الاسم		MIDDLE NAME (if exists) الاسم الثاني	
Date of birth تاريخ الولادة		Sex M/F الجنس		Blood group زمرة الدم	
Father's name اسم الأب	Mother's name اسم الأم	Telephone home رقم هاتف المنزل	Telephone office رقم هاتف مكان العمل	Cell phone رقم الخليوي	

IMMUNIZATION RECORD

VACCINE اللقاح	DATES التاريخ	PHYSICIAN اسم الطبيب
<i>Vaccinations given from birth to 2 years old</i>		
BCG السل		
DTP (3 or 4 doses) الخنق - الكزاز - السعال الديكي		
POLIO (3 doses) شلل الأطفال		
Hib Hemophilus influenzae (4 doses) جرثومة هيروفيلوس		
MMR first dose 1-1.5 y الحصبة - النكاف - الحصبة الألمانية		
Hepatitis B (4 doses) التهاب الكبد النوع الثاني		
Hepatitis A (2 doses) التهاب الكبد النوع الاول		
Other		
Other		
Other		
<i>Vaccinations given before going to school or in the first school year</i>		
DTP booster (4-6 y)		
Polio booster (4-6 y)		
MMR booster (4-6 y)		
<i>Vaccinations given after 10 years old - boosters</i>		
Td booster (11-12 y)		

SPECIAL INFORMATION

Has the child suffered any serious illness? هل يعاني ولدكم من أية مرض خطير؟	Allergy? هل يعاني ولدكم من أية حساسية؟
Chronic disorders? هل يعاني ولدكم من اي مرض مزمن؟	Operations? هل خضع ولدكم لأية عملية جراحية؟
Accidents or poisoning? هل تعرض ولدكم لأية أذية جسدية او أية حادثة تسمم؟	Does your child's wellbeing depends on any chronic medication? هل تتوقف صحة ولدكم على أية دواء بشكل مزمن؟

AGREEMENT IN CASE OF EMERGENCY اتفانق في الحالات الاسعافية او الضرورة

Please list the name of the doctor or hospital that the school should contact in case of an accident or emergency involving the student. الرجاء كتابة اسم الطبيب او المشفى التي تودون أن نتصل معها المدرسة في → حال وقوع أي حادث لولدكم (لاسمح الله)	Name and phone number الاسم ورقم الهاتف		
In case of emergency, if I am not available, please contact: → في الحالات الضرورية وفي حال عدم وجودي الرجاء الاتصال بـ	Name and phone number الاسم ورقم الهاتف		
Name of pediatrician اسم طبيب الأطفال	Telephone رقم هاتف الطبيب	Family doctor اسم طبيب العائلة	Telephone رقم الهاتف
I here certify that I am responsible for the accuracy of all the above information أؤكد هنا أنني مسؤول عن كل المعلومات التي → وردت أعلاه	Name of parent/guardian اسم الأهل او المعنيين	Date and signature التاريخ والتوقيع	

Please indicate if filled out by mother, father or guardian.

الرجاء الاشارة الى فيما إذا كتبت هذه المعلومات من قبل الأم أو الأب أو القائم على رعاية الطفل.