

**NES INTERNATIONAL SCHOOL MUMBAI -IB  
CONTINUUM WORLD SCHOOL**

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**SCHOOL CODE: 003810**

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# ADMISSION POLICY

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## ADMISSION POLICY

### *Admission Policy Statement*

Admissions to NES International School, a day boarding school, are committed to the principle of equity; in other words, it doesn't discriminate against individuals on the basis of

race, color, sex, religion or national or ethnic origin. NESISM takes into account factors including an applicant's prior educational and linguistic background for purposes of admission in order to fulfill the school's mission of providing education in the English language to the community at large.

***Eligibility Criteria*** Students enrolled at the NESISM must reside with their parents or local guardians in Greater

Mumbai.

### ***Language***

English is the language of instruction in all grades (except during second language lessons),

and the ability to successfully access the curriculum within a reasonable time and to thrive in

this environment are the guiding principles for admission to the school.

### ***Academic Achievement***

This determination is primarily achieved by reviewing applicant's previous school records

and other recommendations. For the Early Years Programme, we conduct a verbal interview

and we require students from the Primary, Middle and High School to take a standardized

placement test.

## **ADMISSION PROCEDURE**

An admission enquiry appointment can be taken via the school reception. Post the enquiry,

the following steps need to be followed:

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- a. An appointment needs to be taken for interview and tests.
- b. The registration amount needs to be paid before the Standardized Placement Test /interview.
- c. The test results shall be communicated to the parents on the same day.
- d. Pending formalities need to be completed which include payment of balance fees, filling admission and student language profile form, signing of the necessary school documentations and submission of all relevant past academic documents.

## ***Grade Placement***

***Primary Years Programme*** – Placement is strictly determined by the age as of 15<sup>th</sup> June in

the academic year of entry:

### **Entering Class Age by 15<sup>th</sup> June**

- 3 EYP
- 4 Reception
- 5 Foundation
- 6 PYP 1
- 7 PYP 2
- 8 PYP 3
- 9 PYP 4
- 10 PYP 5

Students come to our school from many different countries with varying school calendars

and enrollment age practices. Our June 15th cutoff date and grade placement protocol reflects what we believe to be the most appropriate classification for the emotional and academic wellbeing of children attending the school. Therefore, while we recognize that

some parents may wish to have their children placed in grades reflecting systems of other

countries, to ensure the most appropriate learning environment for all students in the PYP

Section, we rarely allow exceptions to the above grade placement protocol.

**Middle Years Programme** - Grade placement for grades 6 – 12 is likewise made according

to a June 15<sup>th</sup> cutoff date. The age and grade placement categories are as follows:

**Entering Class Age by 15<sup>th</sup> June**

- 11 - MYP 1 / Checkpoint 1
- 12 - MYP 2 / Checkpoint 2
- 13 - MYP 3 / Checkpoint 3
- 14 - MYP 4 / IGCSE 1
- 15 - MYP 5 / IGCSE 2

**Diploma Programme** – Please find listed below the Grade Placement for Grades 11 & 12:

**Entering Class Age by 15<sup>th</sup> June**

- IBDP 1 / 16
- IBDP 2 / 17

**Admission Procedure for DP**

Students of the school moving from MYP to DP are automatically enrolled in DP. DP orientations are conducted for parents and students of Grade X already studying in the

school. Psychometric tests are conducted, individual sessions with the college counsellor

are organized and on the basis of their aptitude, interest and college and course preferences

students decide on their courses. New students take the ACER Placement Skill based tests

for English, Math and Science, and a psychometric test; their records of the past two years

are reviewed; and an interview is conducted for the parents and students with the Head of

School. Thereafter the parents and student's meet the coordinator and the college counsellor to understand the various aspects of the program and make subjects choices

based on their aptitude, their interests and an initial review of their college and course

preferences. Students are allowed to transfer from other schools in the middle of the session in DP 1 or the beginning of DP 2, provided the school offers the subjects that they

were studying. The procedure for seeking admission is the same as mentioned above for

new students. In addition, they need to submit official records of CAS, IA work etc. from

the previous school. Scholarships are available for new and existing students joining the

diploma programme. For this students need to fill the online scholarship application form.

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### ***Screening, Interviews and Tests***

- Students of the Early Years Programme go through a Verbal Assessment.
- Students from Grade 1 to Grade 12 along with a one to one interview go through the Standardized Placement ACER Test.

- Parent Interviews are conducted to understand the background the child is coming from.

## ***Documentation***

### **Sr. No Section Documents Required**

1 Nursery – Grade 1	- Copy of Birth Certificate - Medical Certificate - Attested copies of last 3 years academic records. - Original Previous school leaving/transfer certificate.
Original Birth Certificate - Medical Certificate Copy of Previous Year Academic Report - 4 photos of student - 2 photos of each parent	- 4 photos of Student - 2 photos of each parent

## ***Wait Pools***

2 Grade 2 – Grade 12

- When the number of eligible applicants exceeds the availability of spaces for a particular grade in an academic year, parent admission applications for their students may be placed in a wait pool until space becomes available.
- Students with siblings already studying at NESISM are given priority status within the wait pool.
- When placing an application in a wait pool, we try to provide the candidate with a realistic assessment of the chances and possible timing for admittance.

## ***School Tour***

We encourage parents considering enrollment at NESISM to visit the campus while



school is in session in order to tour our facilities and experience the school atmosphere first-hand. During the visit they will have a chance to meet the relevant school principal(s) and/or head of academics, and the admissions staff will show them around the campus. School tours are scheduled daily between 12 noon and 03:00 p.m. (Monday – Friday). However, this needs to be scheduled via an appointment through the school front desk. Although we request that families arrange to visit for the school tour at the timing mentioned above, we will still do our best to accommodate visitors from overseas/outstation that are unable to abide by those timings.

### ***Admissions Decision***

The Principal and the Admissions Manager of the school section for which the candidates are applying review all applications. Other school personnel, such as learning and language support staff, school counsellor may also be involved in the review process.

### ***Confirmation***

After reviewing complete application materials and determining our space availability in addition to qualifying the tests and interviews, we will connect with parents via email notifying them of acceptance, rejection or placement in a wait pool. Applicants accepted for admission should contact the school office by phone or email to confirm their intention to enroll.

## PROVISION FOR LANGUAGE SUPPORT FOR STUDENTS

If the student language profile information (See Appendix) indicates that he/she needs assistance in language & literature (English) then enrichment will be provided from Grade 4 to 8 in order to mainstream him/her by Grade 9. Enrichment lessons are provided for Grades 9-DP 2 for students requiring support in English. On occasion a student or students may be offered Language A other than English in MYP / DP. This, however, will be offered as a self-taught language and will be determined by the ability of the student to meet the demands of the course.

- In PYP Hindi and French are the compulsory Language acquisition courses to be taken from Grade 1 to Grade V.
- In Grade VI they can choose between Hindi and French.
- The need is to have five years of one of the above Language Acquisition course starting from Grade VI, in order to effectively reach the different phases hence the students will not be allowed to change the second language till Grade X.
- Grades 11 and 12 Hindi is only offered at Standard Level and Higher Level, taking into consideration students' previous experience with the language in MYP or similar programs.
- In Grades 11 and 12 French is offered at Ab Initio and Standard Levels, taking into consideration students' previous experience with the language in MYP or other similar programs.

- In the IBDP MYP Hindi students may choose to change their Language Acquisition course to French/ Spanish Ab Initio and MYP French students may choose to change their Language Acquisition course to Spanish Ab Initio. On occasion a student or students may be offered Language B Spanish in MYP / DP.

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This, however, will be determined by the ability to timetable and staff the course. For the IBDP in cases where there is a request to take their “native/home language” as their First Language because it is the MT, then the following provision will be explored: a) School-supported self-taught literature SL course in Studies in Language and Literature Group b) Special request language course c) Hindi Literature SL from Studies in Language and Literature Group d) Bilingual Diploma: Two languages may be taken from Language and Literature e) Second Language options of Pamoja Education from Language Acquisition Group f) English from Language Acquisition group for those taking school supported self-taught literature course option in Studies Language and Literature

## **THE NATURE OF INCLUSION AT NESISM**

Provision for Inclusiveness NES International School Mumbai’s (NESISM) Inclusion policy aims to enhance the quality of education or diverse learners by providing an appropriate and inclusive education to all students. It further aims to develop an inclusive environment that is effective, friendly, welcoming, healthy and protective and gender sensitive for all learners. NESISM supports the policy of IB regarding students with Learning support requirements and assessments access requirements.

- The admission policy of NESISM considers students with Learning and or Attention Difficulties.

- Children who come with documentation of their learning and or attention difficulties are interviewed by the Learning Support personnel and two senior administrative staff to ensure that the student can fit into the environment.
- When there is a significant discrepancy in the ACER tests which is given to all students prior to admission, an informal psycho-educational testing would be conducted by the Learning Resources personnel to identify any learning issues.

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- Students can also be referred by the teachers or parents.
- NESISM is committed to provide quality education to all candidates, including those with disabilities. We admit the students with dyslexia and dyscalculia (mild to moderate) under special provision. SPECIAL ACADEMIC PROVISIONS are PROVIDED BY THE SCHOOL (ONLY ON PROPER DOCUMENTATION) as per the School's Inclusion policy.
- The school may require the parent to pay special fee in case of providing a shadow teacher or in cases of making provisions for students under "Gifted Students Programme"
- Merit/Need based Scholarships are given to the deserving students going in to Grade 11 as per the Scholarship Policy and Procedure.

NESISM is a prime unit of NES &SVB Group of Institutions; hence students hailing from the parent group will have special provision in admission, following the prescribed

admission policy and procedures.

The admission policy of NESISM considers students with mild and moderate and severe learning difficulties.

**Mild Difficulty** may be defined as learning problems in one area of academics, either language or Mathematics. The problems exhibit themselves in the areas of comprehension, sequencing, auditory and visual processing at a mild level. These levels are close to the normal range scores as compared to their peers.

**Moderate Difficulty** may be defined as learning problems in two areas of academics both in Language and Mathematics. The intensity of the problems is within a standard score range which is in the lower average range when compared to their peers. It can also be exhibited as a problem in one academic domain and be co morbid with attention deficits or behavioral concern.

**Severe Difficulty** may be defined as learning problems in more than two or three areas of academic, communication and social skills. The intensity of the problems are within a

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standard score range which is in the lower average range when compared to their peers. It can also be exhibited as a problem in academic domain and be co morbid with attention deficits or behavioral concern.

- Children who come with documentation of their learning difficulties are interviewed by the Learning Support personnel and two senior administrative staff to ensure that the student can fit into the environment.
- Once confirmed they are required to submit prior testing reports to the school.

- When there is a significant discrepancy in the ACER tests which is given to all students prior to admission, an informal psycho-educational testing would be conducted by the Learning Resources personnel to identify any learning issues.
- Students can also be referred by the teachers or parents.
- Before final admission the parents are supposed to take an undertaking with regards to the support required by the student.

## **REQUIREMENTS PRIOR TO ENROLLMENT**

All fees for new students, including the registration fee and the relevant term's tuition fees must be settled prior to enrollment in order for the student to commence classes. Students are required to provide a release form from their former school showing that all outstanding fees or charges have been settled.

***(This document is a working document which will be reviewed from time to time.)***

### **APPENDIX - I: STUDENT LANGUAGE PROFILE *(FOR ALL STUDENTS)***

Nationality

English is the language of instruction. Is this your preferred language and hence needs to be considered Language A.

Can you read and write your preferred language?

How would you rate your proficiency in your preferred language?

What is your native language or language spoken at home?

Can you read and write your native language or home language?

How would you rate your proficiency in your native language?

List all the other languages of which you have some knowledge and complete the boxes.

For example refer 1st row.

**BEGINNERS - 01, INTERMEDIATE - 02, ADVANCED - 03, FLUENT/NATIVE – 04**

Language **Speaking Reading Writing**

**1 2 3 4 1 2 3 4 1 2 3 4**

**e.g English** ✓ ✓ ✓

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