

المدرسة الإنجليزية الحديثة  
THE ENGLISH MODERN SCHOOL  
CAMBRIDGE CURRICULUM



REGULAR MEMBER

P.O Box: 875, Doha – Qatar . Tel.: 44111911 / 44367134 .  
Email: [office@emswakra.net](mailto:office@emswakra.net) . Website: [www.emswakra.net](http://www.emswakra.net)  
ص.ب.: 875، الدوحة – قطر . تليفون : 44111911 / 44367134 .

## ADMISSION POLICY 2016-2017

### ADMISSION

The English Modern School is a privately owned school that offers an international curriculum to over 2000 students. Students are admitted to EMS regardless of race, gender, nationality or religion provided they meet all the admission requirements as outlined in this policy. Applications for admission are accepted throughout the year and EMS seeks to accept all students who apply and meet the requirements, provided seats are available.

**Note: The receipt and filling of the application form does NOT secure a student's acceptance into EMS – which is subject to seats availability and the candidate meeting the admission requirements.**

### SIBLINGS ADMISSION

All students applying to The English Modern School are selected according to the screening process which corresponds to their grade level.

Siblings of EMS students including those from other EMS Campuses have priority over other applicants.

An admission period only for EMS students' siblings is scheduled before admission is open to other students. Once the initial sibling registration period is over, all students will be given equal opportunity for admission.

### WAITING LIST

EMS seeks to accept all students who apply and meet the requirements, provided seats are available. Where seats are not available, applicants who meet the requirements are placed on the waiting list, after the parents sign the Waiting List Acknowledgment Form.

EMS strives to implement a transparent, student-centred and equitable policy with regards to the waiting list. While all efforts are made to accommodate parents and students, unfortunately the school cannot offer a seat to all accepted students, due to resource constraints.

Siblings of EMS students who qualify and are on the waiting list will receive first priority; thereafter, students on the waiting list are placed based on a first come first serve basis.

### SPECIAL CONSIDERATIONS

**All students are eligible for admission if it is believed that the school can meet their physical, emotional, social and academic needs.**

**Suspected Learning Difficulties/Disabilities:** While some students might not show evidence of learning difficulties/disabilities during the initial admission process, the school reserves the right to review the initial placement should there be new evidence of suspected learning difficulties/disabilities. In such instances, parents might be required to consult with a specialist for a formal assessment of the child. If the school feels it is in the child's best interest to be moved to a specialized establishment, parents will be asked to make necessary arrangements which will avail their child to such services.

### CANCELLATION OF ADMISSION

The School reserves the right to verify any information supplied and to require further evidence as necessary. Where fraudulent, deliberately misleading, incorrect or incomplete information has been supplied and that information has led to a seat being offered which would not otherwise have been offered, the School reserves the right to withdraw/cancel the admission.



المدرسة الإنجليزية الحديثة  
THE ENGLISH MODERN SCHOOL  
CAMBRIDGE CURRICULUM



REGULAR MEMBER

P.O Box: 875, Doha – Qatar . Tel.: 44111911 / 44367134 .  
Email: [office@emswakra.net](mailto:office@emswakra.net) . Website: [www.emswakra.net](http://www.emswakra.net)  
ص.ب.: 875، الدوحة – قطر . تليفون : 44111911 / 44367134

### PLACEMENT CRITERIA:

Placement in all classes will be made by the Admission Committee, on the basis of:

- the student’s previous enrolment year – as per the Supreme Education Council requirements;
- for students coming from outside the country, the Supreme Education Council Equivalency Office will determine the year level;
- the student’s age,
- his/her academic and behavioural reports for the previous two years;
- and his/her performance on the entrance assessment.

**Note:** the school works in full compliance with the Supreme Education Council requirements and guidelines; no exceptions will be made under any circumstance. Also, in the event the Supreme Education Council requirements change, the school will not be held liable and will implement the changes accordingly.

### Age admission requirements as per the Supreme Education Council policy (memo 11):

#### 1. KG1 to Year 1:

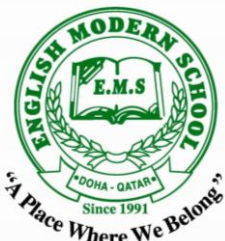
Division	Level	Requirements
Early Childhood Education	KG 1	Passes Interview
	KG 2	Report from nursery or previous school and passes interview
	Year 1	

#### 2. Year 2 to Year 12:

Accepted students from Year 2 to Year 9 will be placed in the year group that is subsequent to their last academic year – provided they pass the entrance assessment and fulfil the admission requirements.

Division	Level	Requirements
Primary	Year 2 to 6	Successfully completed previous academic year and passes entrance assessment
Secondary	Year 7 to 10	
High School	Year 11 *	Completed Year 10 IGCSE and passes entrance assessment
	Year 12	Passed 5 IGCSEs (minimum 5 “C”s) and not older than 18

\* Acceptance subject to options’ availability: student will only be accepted in the courses they started in Year 10



المدرسة الإنجليزية الحديثة  
THE ENGLISH MODERN SCHOOL  
CAMBRIDGE CURRICULUM

 **CAMBRIDGE**  
International Examinations  
Cambridge International School

REGULAR MEMBER

P.O Box: 875, Doha – Qatar . Tel.: 44111911 / 44367134 .  
Email: [office@emswakra.net](mailto:office@emswakra.net) . Website: [www.emswakra.net](http://www.emswakra.net)  
ص.ب.: 875، الدوحة – قطر . تليفون : 44111911 / 44367134

### SCREENING PROCESS

All students applying to The English Modern School are selected according to the screening process which corresponds to their grade level.

#### Applicants for KG 1, KG 2 and Year 1

- Developmental assessment interviews are conducted during the week or on Saturdays.
- Results are **final** and will be emailed to parents within a week of the interview.
- No retesting will be done.

#### Applicants for Year 2 to Year 6

- English pre-screening oral interview.
- English and Mathematic assessments are conducted during the week by a school administrator.
- Results are **final** and will be emailed to parents within a week of the completed assessments.
- No retesting will be done.

**Requirements:** Students are expected to score a minimum of 50% on the Mathematic assessment and achieve grade level on the reading and comprehension assessment. They must also meet all other admission criteria – subject to seats availability.

#### Applicants for Year 7 to Year 9

- English and Mathematic assessments are conducted on Saturdays from 10:00 till 12:00.
- Results are **final** and will be emailed to parents within a week of the completed assessments.
- No retesting will be done.

**Requirements:** Students are expected to score a minimum of 60% on both assessments in addition to meeting all other admission criteria – subject to seats availability.

#### Applicants for Year 10

- English and Mathematic assessments are conducted on Saturdays from 10:00 till 12:00.
- Results are **final** and will be emailed to parents within a week of the completed assessments.
- No retesting will be done.
- The student will then be interviewed by the Secondary School Principal before acceptance in EMS is awarded.

**Requirements:** Students are expected to score a minimum of 60% on both assessments in addition to meeting all other admission criteria – subject to seats availability.

#### Applicants for Year 11

Since the IGCSE programme is a two-year programme, we are hesitant to accept any student for year 11. However, some exceptions are made after interviews are conducted with Secondary School Principal and reports of subjects taken in other schools in Year 10 are evaluated; in such instances, the candidate might be required to sit for assessments in all subjects opted for.

#### Applicants for Year 12

The AS Level programme is an advanced course of study. Acceptance into this programme is dependent upon the student scoring a minimum of a “C” grade or higher in 5 subjects taken at IGCSE (Year 11) level from an external accredited examination board(s).



المدرسة الإنجليزية الحديثة  
THE ENGLISH MODERN SCHOOL  
CAMBRIDGE CURRICULUM

 **CAMBRIDGE**  
International Examinations  
Cambridge International School

REGULAR MEMBER

P.O Box: 875, Doha – Qatar . Tel.: 44111911 / 44367134 .  
Email: [office@emswakra.net](mailto:office@emswakra.net) . Website: [www.emswakra.net](http://www.emswakra.net)  
ص.ب.: 875، الدوحة – قطر . تليفون : 44111911 / 44367134

### APPLICATION PROCESS

Application forms may be downloaded from the website <http://emsdoha.net> or collected at the Admissions Office of The English Modern School. The application form must be completed and submitted along with all required documents to the school's Admission Officer.

#### ADMISSION REQUIREMENTS

Applicants are asked to complete the enclosed application form and attach to it the required documentation listed below – **application will not be accepted unless all requested documents are submitted:**

- Copy of Student's Passport
- Copy of Residency and ID (for non-Qatari students)
- 4 photos passport size
- Copy of Birth Certificate
- Copy of Health Record
- Copy of father/guardian Passport and RP
- Original academic and behavioural reports from the previous two years (official English translation required if not in English)
- Reference letter from previous school/nursery (ECC) - (official English translation required if not in English)
- SEC Equivalency for students coming from outside of Qatar
- Application Fees (QR 285)

**Note: as per the SEC requirements, students with no RP and no equivalency will not be accepted in class. Admission will be finalized upon submission of RP and equivalency copies.**

#### THE PROCEDURE FOR ADMISSION SHALL BE AS FOLLOWS

1. The application form and all required documents are submitted to the Admission Office.
2. Applicants from Year 2 to Year 6 will be pre-screened for basic English reading and comprehension skills by the Admission Officer; successful candidates will then be considered for the application process.  
In the event the student does not pass the preliminary pre-screening test, the application will not be accepted.
3. An assessment date will be set for the applicant.
4. The admission assessments and interview will take place at the school. The assessment for Year 2 to Year 10 will include English Literacy components (vocabulary, reading comprehension, spelling and writing) and Mathematics components (numeracy, operation, algebra and geometry).
5. Results will be emailed to parents a week after the assessment; parents will have **48 hours** to pass by the school's cashier and pay the required fees in order to secure their child's seat. The offered seat will **not** be reserved after this period.

When there is any concern about the suitability of an applicant, the final decision shall be determined in light of the following:

- a. academic and behavioural reports from the previous two years;
- b. continuity of previous education;
- c. scope of educational experience;
- d. evidence of emotional stability or maturity;
- e. results from previous tests or EMS placement assessments;
- f. former teacher and/or administrator comments;
- g. references.



المدرسة الإنجليزية الحديثة  
THE ENGLISH MODERN SCHOOL  
CAMBRIDGE CURRICULUM

P.O Box: 875, Doha – Qatar . Tel.: 44111911 / 44367134 .  
Email: [office@emswakra.net](mailto:office@emswakra.net) . Website: [www.emswakra.net](http://www.emswakra.net)  
ص.ب.: 875، الدوحة – قطر . تليفون : 44111911 / 44367134

### SCHOOL FEES

*(An increase of school fees might apply depending on the approval of the Supreme Education Council)*

The fee structure for the academic year 2016/2017 is as follows:

Year Group	Term I (QR)	Term II (QR)	Term III (QR)	Text book Fees (QR)	Total Fees Per Year <sup>2</sup> (QR)
KG 1 –KG2	7,347	7,347	7,347	512	22,553
Year 1 – Year 3	7,347	7,347	7,347	1,137	23,178
Year 4 – Year 6	7,347	7,347	7,347	2,275	24,316

<b>Registration Fee</b>	QR 1,137 per student	<b>Bus Fees</b>	QR 2,275 per Term
-------------------------	----------------------	-----------------	-------------------

<sup>1</sup> **Extra Fees** are due with Term I Fees and include: Stationery, Books, Materials used throughout the year, and Classroom Resources.

<sup>2</sup> **Total Fees per Year** include: Text book Fees, Term I, Term II and Term III tuition fees.

Parents wishing to enrol their child have to submit the filled-in application along with all required documents to the Admission Office.

For further information, please contact the Admission Office:  
44111911 – 44367134 – 70012906 – email: [office@emswakra.net](mailto:office@emswakra.net)