



INTERNATIONAL SCHOOL OF ULAANBAATAR  
**APPLICATION FOR ADMISSION  
 COVER PAGE**



<input type="checkbox"/> Application for Grades Pre-K3 Pre-K4 ( <i>circle</i> )  <input type="checkbox"/> Application for Grades K 1 2 3 4 5 ( <i>circle</i> )  <input type="checkbox"/> Application for Grades 6 7 8 9 10 ( <i>circle</i> )  <input type="checkbox"/> Application for Grades 11 12 ( <i>circle</i> )	Photo of Applicant
Student's Birthdate <i>mm</i> _____ <i>dd</i> _____ <i>yy</i> _____	Expected enrolment date <i>mm</i> __ <i>dd</i> __ <i>yy</i> __ Expected Length of Stay: __ years
Student's family name: _____  Student's first name: _____	Parent contact details: Name: _____ Phone: _____ Email: _____
Student's gender: <input type="checkbox"/> Male <input type="checkbox"/> Female  Student's nationality ( <i>according to official passport</i> ): _____  Student's place of birth ( <i>city/country</i> ): _____	<b>FOR SCHOOL USE</b>  Entering school year: _____ Entering grade: _____ Date of entry: <u>      </u> / <u>      </u> / <u>      </u> <i>mm</i> <i>dd</i> <i>yy</i>  Date of Withdrawal: <u>      </u> / <u>      </u> / <u>      </u> <i>mm</i> <i>dd</i> <i>yy</i>  Notes:

**Please note that completion of the application is not a guarantee of an offer of enrolment at ISU.**

Parent's signature: \_\_\_\_\_ Date: *mm* \_\_\_\_\_ / *dd* \_\_\_\_\_ / *yy* \_\_\_\_\_





# INTERNATIONAL SCHOOL OF ULAANBAATAR

## Criteria for Admissions

Unless there are special educational, physical, emotional or other needs which ISU cannot meet, the admission decision is based on the following criteria:

- availability of space based on class size and nationality quota limits;
- for applicants to Pre-kindergarten, Kindergarten, Grade 1 and Grade 2 – demonstration of the applicants readiness to enter the IB programme as determined by screening procedure administered by the Head of Primary and Primary school faculty;
- for applicants to Primary School Grade 3 and above, and to Secondary school - demonstration of adequate English proficiency as determined by a specified writing sample and standardised testing as administered by ISU, and as further determined at oral interviews with the appropriate Head of school, as determined by the same Head of school;
- demonstration of applicant’s past academic success as evidenced by report cards, transcripts and other academic records and recommendations as required from most recent school attended by applicant;
- further information gathered from interviews, the application form and any other anecdotal records that indicate that the applicant is ready to meet the demands of the International Baccalaureate programme;
- RECORD OF UP-TO-DATE IMMUNIZATIONS AS REQUIRED BY ISU MUST BE INCLUDED.

The Head of Primary or Secondary, as appropriate, determines the grade placement based primarily on the applicant’s date of birth. Other factors may be considered as per the ISU Admissions Policy.

When necessary, further diagnostic testing may be required to aid in the admissions and placement decisions. The costs of this testing is payable by the parents.

Children with special educational requirements are admitted on a case-by-case basis and only if the Director determines that such requirements can be met by ISU. ISU expects full disclosure from parents in this regard.

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### To be completed by Head of School

Grade Approved for: \_\_\_\_\_ Student QB code: \_\_\_\_\_

Head’s Signature: \_\_\_\_\_  Recommended  Not recommended

Director’s Signature: \_\_\_\_\_ Date: *mm* \_\_\_\_\_ / *dd* \_\_\_\_\_ / *yy* \_\_\_\_\_  
[application accepted]

**Routing:** <sup>1</sup>Admissions Assistant: \_\_\_\_\_ <sup>2</sup>Accounts Manager: \_\_\_\_\_  
Initials / Date Initials / Date

<sup>3</sup>Receptionist: \_\_\_\_\_ Filed date: *mm* \_\_\_\_\_ / *dd* \_\_\_\_\_ / *yy* \_\_\_\_\_  
Initials / Date

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### Admissions Assistant:

Parents informed:  Yes  No Parents accept offer:  Yes  No Head of school informed:  Yes  No

Additional comments:



**INTERNATIONAL SCHOOL OF ULAANBAATAR**  
**APPLICATION FOR ADMISSION**



**REQUIRED DOCUMENTATION:**

The following completed documents **must be provided** at the time of application:

- completed and signed ISU Application for Admission form cover sheet (*page 1*)
- completed Previous Schooling information (*page 3 – bottom half*)
- completed ISU Personal Information form (*page 4*)
- completed and signed ISU Health Record form (*page 5*)
- completed and signed ISU Educational Background form (*page 6*)
- confidential School Transfer form completed by student's current school (*separate*)
- copies of the student's last 2 years' school records **in English** and including standardised test results and Individual Education Plan (if any)
- copy of official immunization records (translated if not in English)
- 2 passport sized or digital photographs of the applying student (*not including photo on cover page*)
- photocopy or scan of the **applying student's** passport or birth certificate and the **parents'** passport, alien card or identification card.
- School transcript for the applicant who is interested in Gr 10 and above.

***NOTE: Students are accepted to ISU and assigned to grade level by the appropriate Head of School in accordance with ISU's Admission Policies.***

**PREVIOUS SCHOOLING:**

<u>Schools attended previously:</u> (most recent at top)	<u>Where:</u>	<u>When:</u>	<u>Grade Levels:</u>

Contact details for most recent school attended (*school listed above at top row*):

Administrator's Name: \_\_\_\_\_ Position: \_\_\_\_\_

Email address: \_\_\_\_\_ Telephone: \_\_\_\_\_



INTERNATIONAL SCHOOL OF ULAANBAATAR  
**PERSONAL INFORMATION**



Child's Name: \_\_\_\_\_  
*Family Name* *Given Name*

Date of Birth: *mm* \_\_\_\_\_ *dd* \_\_\_\_\_ *yy* \_\_\_\_\_ Nationality/s: \_\_\_\_\_

Gender:  M  F Nick name: \_\_\_\_\_ Passport No & Exp: \_\_\_\_\_

First Language: \_\_\_\_\_ Other Language/s: \_\_\_\_\_

Home phone number(s): \_\_\_\_\_

Parents' email(s): \_\_\_\_\_

Address in Ulaanbaatar: \_\_\_\_\_

Father's Name: \_\_\_\_\_  
*Family Name* *Given Name*

Father's ID number: \_\_\_\_\_ First Language: \_\_\_\_\_ Other Languages: \_\_\_\_\_

Nationality: \_\_\_\_\_ Employer: \_\_\_\_\_

Position held: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_ Office phone: \_\_\_\_\_

Mother's Name: \_\_\_\_\_  
*Family Name* *Given Name*

Mother's ID number: \_\_\_\_\_ First Language: \_\_\_\_\_ Other Languages: \_\_\_\_\_

Nationality: \_\_\_\_\_ Employer: \_\_\_\_\_

Position held: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_ Office phone: \_\_\_\_\_

**Emergency Contacts (*other than parents*):**

Name \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Office/Home Phone: \_\_\_\_\_

Name \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Office/Home Phone: \_\_\_\_\_



INTERNATIONAL SCHOOL OF ULAANBAATAR  
**HEALTH RECORD**



**\*Please complete this form as thoroughly and accurately as possible. Your child's health and safety may depend on this information being correct. Upon admission, you will be required to provide more detailed medical and other information.**

**Immunization Records**

A photocopy of your child's current immunization records must be included in this application documentation. These immunisations must include:

- DPT (Diphtheria, Pertussis, Tetanus)
- TOPV (Polio)
- MMR (Measles, Mumps, Rubella)
- Hepatitis A & B
- Tuberculosis BCG - or submit evidence of freedom from active tuberculosis as shown by chest x-ray or approved intradermal tuberculin test

Other immunizations: \_\_\_\_\_

**Serious or Repeated Health Condition(s)**

Condition	No	Yes	Explain
Allergy			
Hearing			
Vision			
Speech			
Seizures			
Restricted physical movement, coordination or balance			
Other diagnosed medical conditions:			

Please explain any other serious or repeated conditions:

**Very Important – please check off each statement...**

- I will inform the school of any changes in the above information. *(Information update forms are available on ISU website.)*
- I understand that if my child contracts an infectious disease or condition I will inform the school and withdraw my child until he/she is no longer infectious.
- I understand that ISU cannot be held liable for any consequences that arise because of misinformation or lack of medical information provided by parents/guardians to ISU if the child becomes ill or otherwise experiences a health-related incident.

Parent's signature: \_\_\_\_\_ Date: mm \_\_\_\_\_ / dd \_\_\_\_\_ / yy \_\_\_\_\_



INTERNATIONAL SCHOOL OF ULAANBAATAR  
EDUCATIONAL BACKGROUND



*PLEASE ANSWER ALL QUESTIONS*

*ISU EXPECTS FULL DISCLOSURE FROM PARENTS*

1. Has your child ever been referred for testing to an Educational Psychologist or been placed on an individual learning plan?
2. Was your child placed in any special educational or language programmes in previous schools? If yes, please describe. *(e.g. English language/ESL/EAL programmes, extension programme for gifted children, other support programmes for special educational needs)*
3. Does your child have any physical and/or educational limitations, disabilities or needs? Has your child ever been diagnosed with Attention Deficit Disorder (ADD) or Attention Deficit Hyperactivity Disorder (ADHD)? *(If your child has Individual Educational Plan (IEP) or any type of medical report related to their educational performance, please attach these.)*
4. Please describe your family configuration. For example, names and birth dates and grades of siblings, whether siblings will live in Ulaanbaatar or elsewhere. Include any other information that you think will be important for us to know.
5. What special strengths, interests, and skills does your child have? In what extra-curricular activities has he or she participated?
6. Are there any circumstances about your move to Ulaanbaatar that might affect your child at school?

Parent's signature: \_\_\_\_\_ Date: mm \_\_\_\_\_ / dd \_\_\_\_\_ / yy \_\_\_\_\_