Abu Dhabi Grammar School (Canada)
Application Procedure

Thank you for your interest in our school. Below is a step-by-step guide to our application process.

All applications and supporting documentation must be submitted electronically to **admissions@agsgrmmr.sch.ae**. Our primary method of communication will be email.

The admission process has **four stages**:

1. Application   2. Interview & Assessment   3. Approval   4. Admission (upon request)

1. Application

To apply to Abu Dhabi Grammar School (Canada), students must provide the following:
- Completed Application Package – *(7 Pages)*
- Confidential Reference Form *(to be completed by previous school)*
- Valid copy of the student's UAE Emirates ID (front and back)
- Valid copy of the student's passport
- Student's most recent report card
- Student's final report card (last academic year)
- High school Students must provide a <u>school stamped approved transcript</u> from their last school
- Enrolment letter from student's current school/nursery including eSIS number (for students within the UAE)
- A recent (within the past 6 months) coloured passport-size photograph of the student.

Please provide valid colored copies of all required documents. **All documents must be in PDF format except for the photograph.**

Once all required documentation is submitted via email, the application will be **processed and evaluated** by the admissions team. Applications will **not** be processed until all documents are received. Due to high application volume and seat availability, only selected applicants will be contacted to **register or attend the Interview & Assessment**.

2. Interview & Assessment

Eligible students proceed to the **Interview & Assessment stage**, where they are evaluated by age and grade. The admissions team schedules the assessments and interviews, and a **100 AED cash fee** is payable on the assessment date, deductible for enrolled students but non-refundable for unsuccessful applicants.

Age Requirements (2026-2027 School Year – ADEK Guidelines)

	Date of Birth from	Date of Birth to
KG1	2021 - 1 - January	2021 - 31 - December
KG2	2020 - 1 - January	2020- 31 - December
1	2019 - 1 - January	2019 - 31 - December

KG1: Children must turn 4 years old in 2026.
KG2 : Children must turn 5 years old in 2026.
Grade 1: Children must turn 6 years old in 2026.

Please note that the Application Procedure is subject to change without notice.

3. Approval

The acceptance or rejection of an applicant to Abu Dhabi Grammar School (Canada) is final and non-negotiable. Each applicant will be given the chance to undergo the Interview & Assessment process only once.

4. Admission

Successful applicants will receive a phone call or email of acceptance, inviting them to register at our school. To register, applicants must pay the **registration fee** and submit the remaining documents. The registration fee is **20% of the tuition fees per child** and will be deducted from the total tuition.

Applicants have seven days to complete the registration process. The seat is not secured until both the registration fee is paid and all required documents are submitted. After seven days, the seat will be offered to other students.

To complete registration, please provide the following **colored copies** of documents (the school **will not** print them for you):

- Valid copy of the father's passport with a valid UAE residence visa for non-UAE national students.
- Valid copy of the father's Emirates ID (both sides) or copy of the application for Emirates ID.
- Valid copy of the mother's passport with a valid UAE residence visa for non-UAE national students.
- Valid copy of the mother's Emirates ID (both sides) or copy of the application for Emirates ID.
- Copy of the student's immunization records (vaccination card).
- Copy of the UAE health insurance card.
- Copy of the resident electricity bill, including the Premises ID #
- Birth certificate or any other official document of birth.
  - *Birth certificates must be attested by the Ministry of Health, Ministry of Foreign Affairs, and the Embassy of the country of origin, except for the United Arab Emirates, Canada, the United States of America, and Western Europe.)*

For Students from Outside the UAE:
- Original transfer letter from the previous school.
  - *The letter should state the last date of attendance and the grade the student has been promoted to. The transfer letter must be attested by the Ministry of Education, Ministry of Foreign Affairs, and the Embassy of the country of origin, except for Canada, the United States of America, or Western European countries.*
- Final Report Card with the official school stamp.

**All documents must be in English or Arabic. If not, an official UAE translation is required.

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