**REGISTRATION & ADMISSION POLICY**

INTRODUCTION**:**

SUNRISE INTERNATIONAL SCHOOL, is established with the heritage of Sunrise English Private School, one of the most popular and most sought after Indian Curriculum Schools in Abu Dhabi for its indomitable reputation of academic excellence over the last three decades. Purpose of this policy is to provide assurance to parents and students that Sunrise International School will be operating fairly and appropriately in our decisions about admission, registration and placement of students.

POLICY

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*Admission Procedure***:**

* Submit online [Admission Registration Form](http://globalindianschool.org/Default.aspx?tabid=4615) ([www.sisad.org](http://www.sisad.org).). School will get in touch with you at an appropriate time with details of further procedure and timings.
* Appear for the admission test or/and interaction on the date which will be fixed and intimated by school well in advance.
* If your ward succeeds in securing admission, pay the Registration Fee for reserving the seat up to a limited period. **Registration fee paid is non-refundable** and it will be deducted from the tuition fee of the third term.

*Documents required for admission*

a. Colour Copies of Passports of both parents with valid Visa

b. Valid Emirates IDs of both Parents – original & colour copies

c. Valid Emirates ID of Student – Original & Colour copy

d. Valid Passport copy of the student with valid visa

e. Copy of Student’s Medical Insurance Card.

f. Immunization Record

g. 2 copies of recent photographs

h. Result record from the previous school (for grades 2 and above)

i. Original Transfer Certificate (attested) from previous school for grades 2 and above.

j. Copy of Attested Birth Certificate

Note: *Parents also need to submit soft copies of the above documents in an USB, which will be returned later.*

**Admission priorities**:

If there are more requests for admissions than available places, will be as follow below order of preference:

1. Children of School staff.
2. Students with siblings already in the School.
3. Students who attended the School in the previous year and left school due to any emergency.
4. Students who live near the School.

**IMPORTANT NOTE:**

* **SUNRISE INTERNATIONAL SCHOOL**, ABU DHABI will admit students only from within the Abu Dhabi Island.
* **SISAD** is a co-education school, where girls and boys will be learning together in the same classrooms.
* **School Transport** will be available only within the city areas and parents are not permitted to drop students in their own vehicles due to DoT, regulations.
* **School Gates** for the walking students will open only before 15 minutes of their school timing.

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