



KIS ADMISSION PROCEDURES

1. Parents and potential students **meet with the Admissions Office staff**;
2. **Entrance Tests & Interview.**
 - **Early Years Program students** – interview with EY Coordinator (Toddlers, Pre-K, Kindergarten and Reception)
 - **Grades 1-5 students** - CAT4 test (Admissions officers)
English level assessment Test (EAL Coordinator)
Interview with Primary School Principal
 - **Grades 6-10 students** – CAT4 test (Admissions officers)
English level assessment Test (Admissions officers)
Interview with MYP Coordinator
 - **Grades 11-12 students** - CAT4 test (Admissions officers)
English level assessment Test (Admissions officers)
Interview with DP Coordinator
3. **Parent’s notification** whether the child is admitted to the school or not by the results of all stages.

In case of admission of the child to school

4. Filling in the online Registration Form - <https://kisnet.openapply.com/apply>
 - Parents should upload the documents according to the list of documents (see below) to the school’s Admissions system Open Apply, provide **medicine documents in paper**, sign the contract and make payment in due time.
 - Providing the Admissions Office with the **school reports** and the **characteristic form** from the last school of study (otherwise the Admissions office reserves the right to request information about the student in the previous school of study on its own).

CHECK LIST OF DOCUMENTS:

<i>For KZ citizens:</i>	<i>For foreign citizens:</i>
<ul style="list-style-type: none"> ➤ Copy of father's ID card with IIN ➤ Copy of mother's ID card with IIN ➤ Copy of the child's birth certificate ➤ Copy of the child's passport 	<ul style="list-style-type: none"> ➤ parents' passports ➤ parents’ registration marks in the Republic of Kazakhstan (CIS countries) ➤ parents’ visa (not CIS countries) ➤ child's passport ➤ child’s birth certificate ➤ child’s registration mark in the Republic of Kazakhstan (not CIS countries) ➤ Copy of the child's visa ➤ IIN child (is obtained in TSON)

- 1 child’s photo 3*4
- Transfer letter from previous school/air ticket in case of arrival from another country
- Records and reports
- Characteristics of the child / reference from the previous school
- Employment letter (either one of the parents)
- Admission application to school (provided in the Admissions office)
 - Child Health Passport (original)
 - Form 026 (physical examination) (original)
 - Form 063 (vaccination card) (original)
 - Epidemiological environment certificate (original)
 - The triple scraping on helminth eggs analysis certificate (for children up to 4th Grade)

Please note that all the procedures and documents listed above are obligatory for students to be admitted at Kazakhstan International School