

The British International School Istanbul

Admissions Policy

Aims

The British International School Istanbul has an inclusive admissions policy. Students are not required to sit entrance tests and examinations but there is a Cognitive Aptitude Test (CAT3) to establish a baseline for target setting, and progress tracking purposes before students are admitted to the Secondary School. The school welcomes students of all nationalities and students for whom English is an additional language. The school accepts students regardless of their intended length of stay, from those children of parents working in Turkey on short-term contracts to families who have chosen to relocate to the Turkey on a more permanent basis.

Students are accepted into the school between the ages of 2½ and 18 years and are placed in a class according to their age (subject to the level of English allowing students full access to our curriculum). The ages of students in any one class are according to the academic year and are measured from 1st September. New admissions are accepted throughout the year on the basis of the above criteria.

Equal treatment

We welcome students from different ethnic groups, backgrounds and beliefs. All students for admission will be treated equally. All students attending BISI will be expected and required to attend all lessons without exception.

Special Educational Needs

The School needs to be made aware of any known disability or special educational need which may affect a student's ability to take full advantage of the education provided at the school and there is space on the registration form for parents to inform the school of this. Should special educational need or disability become apparent after admission, the school will consult with parents about reasonable adjustment that may allow the student to continue at the school.

Process for Admissions

Initial Enquiry

Parent makes contact with the School and requests an appointment to visit the school. This is done by either by using the contact form on the website or by telephoning the admission department.

Preliminary Visit

The prospective parent confirms the appointment to visit the School and is given a contact name. During the visit the parent is given a tour of the school and meets the Director/Deputy Director.

Completion of the Application

Once the parent decides that the British International School Istanbul is the School of their choice, he/she is required to complete an application for each student. The procedure is as follows:

- Complete and sign the Registration Form IN FULL and give it to the Director of Admissions, together with an application fee of \$1600USD for Pre School, and \$2500USD for Primary & Secondary School. No application will be considered without payment of the fee.
- The Director of Admissions must receive the following documents. These are legally required by the Ministry of Education.
 - Four passport size photographs of your child.
 - Two photographs of each parent.
 - Photocopy of child's passport or Nüfus Sureti
 - Photocopy of parent's' residence permit or İkamet belgesi
 - A Health report stating that your child has been examined and is fit and healthy
 - Parents' passport copy

Parents are requested to complete all sections of the application form in as much detail as possible. Parents are also requested to provide recent, sealed, original reports from the previous school, (unless it is the first year of school).

Withdrawal

Ninety day's notice of intention should be given in writing in order to withdraw a student from the school in order to obtain a refund of fees.