



Admission Policies:

Admission to FIPS is based on:

1. Completion of the application forms.
2. Standards on age set by the Department of Education and SPEA
3. Average or better performance on previous grade /school as indicated on the Transcript Of Records.
4. Meetings or exceeding national percentile standards of academic potential as indicated by an entrance exam(for new and transfer students)

Students who would like to transfer to FIPS should:

1. Submit and complete the prescribed application forms
2. Have an average or better performance as indicated in the previous school's TOR
3. Forward a letter of recommendation from the Principal or Registrar of the previous school that indicates the academic performance / potential and personal character.
4. Pass the personal interview with the Guidance Counselor, Vice- Principal, and Principal.

Upon enrollment, the student's previous academic records will be translated into FIPS credits. Students who transfer to FIPS are required to pay at least the first quarter's tuition before attending classes. For all transferees and new students, an Assessment Exam will be taken as scheduled. Continued enrollment is conditioned on the student's satisfactory classroom performance, attendance, and behavior.



Admission Requirements:

A. For New Students and Transferees from the Philippines and other countries:

For Kindergarten 1

1. Four (4) recent passport-size ID photos
2. Photocopy of Birth Certificate
3. Immunization Card (Baby Book) or Health Records of the student
4. Photocopy of Passport with valid UAE residence visa (student and sponsor)
5. Photocopy of the Emirates ID (student and sponsor)
6. Duly accomplished Enrolment, Health, Student's Information Sheet, and Bus Forms

For Kindergarten 2 and Grades 1-12

1. Four (4) recent passport-size ID photos
2. Photocopy of Birth Certificate
3. Original Report Card (Form 138) authenticated by the Department of Education, Department of Foreign Affairs, and UAE Embassy in Manila.
4. Transcript of Records (Form 137) authenticated by the Department of Education, Department of Foreign Affairs, and UAE Embassy in Manila
5. Certificate of Good Moral Character
6. Immunization Card (Baby Book) or Health Records of the student
7. Photocopy of passport with valid UAE residence visa (student and sponsor)
8. Photocopy of Emirates ID (student and sponsor)
9. Duly accomplished Enrolment Form, Health, Student's Information Sheet and Bus Form.

B. For Transferees (students from other schools in UAE)

1. Four (4) recent passport-size ID photos
2. Photocopy of Birth Certificate
3. Certificate of Good Moral Character
4. Transfer Certificate from the school last attended
5. Report Card (Form 138) from the school last attended
6. Transcript of records (Form 137) from the school last attended
7. Immunization Card (Baby Book) or Health Records of the student
8. Photocopy of Passport with valid UAE residence visa (student and sponsor)
9. Photocopy of the Emirates ID (student and sponsor)
10. Duly accomplished Enrolment, Health, Student's Information Sheet, and Bus Forms



C. For Returning Students to FIPS

1. Four (4) recent passport-size ID photos
2. Original Progress Report Card from previous grade/year level
3. Duly accomplished Enrolment, Health, Student's Information Sheet, and Bus Forms

D. For Students with Special Educational Needs

1. Copy of Birth Certificate
2. Medical Certificate of the child
3. Medical Evaluation (if has medical history)
4. Assessment results and other appropriate documents from the Developmental Pediatrician or Medical Specialist

**Students who come from a non-Philippine curriculum school must take Filipino and Social Studies (Philippine History) subjects. Meanwhile, students who will transfer to Grade 12 from any school should take all subjects that were not previously taken. The arrangement of fees and subjects to be taken will be determined by the Vice – Principal, Academic Director, and Level Coordinator.*



FILIPINO INTERNATIONAL PRIVATE SCHOOL
Al Riqqa Suburb, Al Azra, Sharjah, UAE

Admission Criteria

The FIPS follows the conditions for admission following the Private School Education Law, DepEd- Philippines, and SPEA admission rules. Parents are required to provide all medical, psychological, or educational assessments and should disclose any learning difficulty of the child. If such vital information about the child has been deliberately withheld by the parents, the school reserves all rights to withdraw the child or not to accept the child's enrollment next year.

The child must complete the age of (4) four by August 31 of the admission year to be admitted to KG1, and the age of 5 to be admitted to KG2. Admission age in all levels is shown below:

Grade	Age
Kindergarten 1 / YFS 2	4 years old
Kindergarten 2 / Year 1	5 years old
Grade 1/Year 2	6 years old
Grade 2/Year 3	7 years old
Grade 3/Year 4	8 years old
Grade 4/Year 5	9 years old
Grade 5/Year 6	10 years old
Grade 6/Year 7	11 years old
Grade 7/Year 8	12 years old
Grade 8/Year 9	13 years old
Grade 9/Year 10	14 years old
Grade 10/Year 11	15 years old
Grade 11/Year 12	16 years old
Grade 12/Year 13	17 years old



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STUDENT ENROLLMENT FORM

Part 1: Student Information

1. Full Name: _____ Grade Level: _____
2. Date of Birth : _____ Age: _____ Gender: ()Male ()Female
3. Place of Birth: _____
4. Address: _____
5. Contact Number: _____
6. Passport Number: _____ Expiry Date: _____
7. Emirates ID Number: _____ Expiry Date: _____
8. Last School Attended: _____
9. Academic Year: _____
10. Address: _____

Part 2: Parent / Guardian Information

Primary Contact:

11. Full Name: _____
12. Relationship to the Student: _____
13. Contact Number: _____ Email Address: _____
14. Occupation: _____ Employer: _____
15. Home Address: _____

Secondary Contact:

16. Full Name: _____
17. Relationship to the Student: _____
18. Contact Number: _____ Email Address: _____
19. Occupation: _____ Employer: _____
20. Home Address: _____



Part 3: Emergency Contact Information:

In case of emergency, contact (other than parent/guardian)

21. Full Name: _____

22. Relationship to the Student: _____

23. Contact Number: _____ Email Address: _____

24. Occupation: _____ Employer: _____

25. Home Address: _____

Part 4: Health Information

26. Does the student have any allergies or medical conditions?

() Yes () No If yes, please specify: _____

27. List any medications the student is currently taking (if applicable)

28. Does the student have any dietary restrictions or special needs?

() Yes () No If yes, please specify: _____

29. Has the student received all required vaccinations? () Yes () No

If no, please provide vaccinations details : _____

Part 4: Additional Information

30. How did you hear about FIPS?

() Website () Social Media

() Word of Mouth

() Others (please specify): _____



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Part 6: Declaration

I, the undersigned, declare that the information provided in this enrollment form is accurate and complete to the best of my knowledge. I understand that any false or incomplete information may result in the rejection of this application on the student's enrollment.

Signature of Parent / Guardian 1: _____ Date: _____

Signature of Parent / Guardian 2 (If applicable): _____ Date: _____

Received by: _____

Date: _____

School Registrar's Name / Signature