



Admissions Policy

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Rationale

Emirates International Schools Meadows (EISM) believes that Education is the shared responsibility of the whole school community. As a diverse and fully inclusive school, we welcome applications from all families regardless of nationality, ethnicity, religion and/or specific learning needs. EISM is fully committed to the inclusion and pastoral welfare of all students and families, including students of determination, students with English as an additional language and more able students, each of these is reviewed on a case by case basis to ensure their needs can be met fully.

Aims

To provide families with a transparent, supportive and effective admissions process:

- To achieve the vision and mission of EISM
- To support parents in understanding the admissions process at EISM.
- To maintain a diverse student body that enriches the school community and reflects IB values.
- To comply with KHDA guidelines and UAE laws throughout the admissions process.

Admissions Process

The admissions process begins with completion of the online application form, available in the 'Admissions' section of the school website.

Required documents may be uploaded with the online application or submitted directly to the school. The application form can be accessed here:

<https://www.eischools.ae/meadows/admission-form>

Entry Points and Age Guidelines

Entry may take place in any year group; however, not normally into Year 11 or 13 (unless this is a transfer from an IB schools with all subjects aligned).

EISM uses a 31 December age cut-off to determine year-group eligibility for Early Years 1 and 2, Year 1 and Year 2. This admissions age cut-off takes effect from the 2026–2027 academic year and applies to students who were not enrolled during the 2025–2026 academic year.

It will not apply to:

Students enrolled during the 2025–2026 academic year in schools, nurseries, or early childhood centres, whether public or private. Accordingly, students enrolled in the 2025–2026 academic year will continue in their existing grade without any change.

Level	EISM	British Curriculum	Age
Pre-K	EY1 (Early Years 1)	FS 1 (Foundation Stage 1)	3 years old by December 31 of the admission year
KG 1	EY 2 (Early Years 2)	FS 2 (Foundation Stage 2)	4 years old by December 31 of the admission year
KG 2	Year 1	Year 1	5 years old by December 31 of the admission year
Grade 1	Year 2	Year 2	6 years old by December 31 of the admission year

*Special and Important Clarification for Children Born Between September 1st and December 31st 2021 (Academic Year 2026–2027)

Parents of children who were not eligible for enrolment in the 2025–2026 academic year due to their date of birth falling between 1 September and 31 December 2021, whether unregistered in any school system or enrolled in Pre-KG, will have the option in the 2026–2027 academic year to register them in either Kindergarten 1 (KG1) or Kindergarten 2 (KG2).

Enrolment decisions in private schools will be subject to the school's assessment of the child's readiness and the availability of seats.

For more details about the KHDA recent updates, please see more details [here in English](#) and [here in Arabic](#).

For students in Year 3 and above transferring from another Dubai school, EISM will follow the year-group placement stated on the KHDA Transfer Certificate. For students transferring from outside Dubai, placement will be based on the student's age and aligned with KHDA guidelines.

Valid Documents

The following documents must be provided by parents/guardians when registering their child:

Parents

- Passport copies of both parents
- Residency visas of both parents
- Emirates ID (both sides of the card) of both parents

Student

- Passport copy.
- Residency visa.
- Student Emirates ID (both sides).
- Birth certificate.
- School reports from the previous two years, where applicable (copies must be provided in English).
- Current vaccination card and completed medical form, submitted to the school clinic.
- Tenancy agreement or ownership of your residential unit (if you live in the Meadows Emaar Community).

Prior to admission, you may also choose to access the KHDA parent guide. All queries related to admission can be directed to the Registrar's office.

Application Fees

A non-refundable, non-transferable application fee of AED 525* per child must be paid when submitting an application. An application is considered complete only when all required documents, including reports, and the application fee have been received. Payment of the fee does not guarantee an offer of a place.

*This fee is inclusive of VAT.

Parents/guardians are responsible for informing the school of any change in a child's circumstances, including changes to custody, nationality and/or contact details.

If a year group is full, the application fee remains payable for the student to be placed on the waiting list.

Student Transfer Certificate (Dubai Schools)

This is a mandatory document required by KHDA. The Transfer Certificate should be requested from the student's current school and submitted to EISM before the first joining day of the academic year applied for.

Student Transfer Certificate (Non-Dubai Schools)

This document is required from Year 3 and above. It requires various attestations based on the country of origin the student is relocating from and must be submitted to EISM before the first joining day of the academic year applied for.

A sample can be found on our website.

Assessments

EISM uses the Cognitive Abilities Test (CAT4) in key year groups to identify students' academic potential and areas of challenge. CAT4 assesses four areas: verbal reasoning, quantitative reasoning, non-verbal reasoning and spatial ability. The assessment helps the school determine appropriate levels of challenge and identify any additional support required.

***School Readiness Assessment**

Where required due to the change in the age cut-off date, an informal observational and/or written school-readiness assessment will be conducted by a member of the Primary team. Outcomes are reviewed by the Head of Primary, and an interview with the child and parent/guardian may be conducted if required.

Years 1 - 2

An informal observational and/or written assessment is conducted by a member of the Primary team. Outcomes are reviewed by the Head of Primary, and an interview with the child and parent/guardian may be conducted if required.

Years 3 - 11

A CAT4 assessment is completed and the outcomes are reviewed by the relevant Head of Section. An interview with the child and parent/guardian may be conducted if required.

Years 12 and 13

CAT4 assessment is completed, an interview takes place with the relevant IB Coordinator. Year 13 admissions are not considered except for students in good standing transferring from IB Schools and studying courses that match those offered at EISM.

For further details, please review the preconditions for admission on the subsequent pages.

If a learning support need is identified during the assessment process, an interview will be arranged with the Head of Inclusion, who will liaise with the relevant Head of School regarding the student's admission.

Invitation for assessment is not guaranteed for all applicants and depends on the anticipated availability of places.

Preconditions for Admission (Academic Criteria)

Entry to High School (Years 7 to 11)

We endeavour to ensure that all students can access the curriculum offered at EISM, including MYP eAssessments or MYP courses/BTEC in Years 10 and 11, and the Career-related Programme (CP), Diploma Programme (DP) or DP Courses in Years 12 and 13.

Whilst EISM does not maintain strict academic cut-off points for entry to Years 7 to 11, given the preconditions to enter Post 16, we strive to ensure that applicants who are offered places are likely to achieve at least three grades of 5 and above in e-assessments. Judgement will be made on the basis of information provided in the application, school reports, references, assessment data and medical/educational psychologists' or other relevant reports.

Students applying for Years 10 or 11 must complete a course-selection interview with the MYP Coordinator. This may take place before admission. The final decision is at the discretion of the Head of High School.

Entry to Post 16 (Years 12 and 13)

For admission to Year 12, results from the previous report cards and the interview response are combined to determine admission.

For Year 12, an interview with the relevant IB Coordinator is required in addition to the CAT4 assessment.

Admission to Year 13 is considered only for students in good standing who are transferring from an IB school and taking courses that match those offered at EISM. CAT4 assessment also applies to Years 12 and 13.

Evaluation of the Application

After the assessment has been received by EISM, the application will be reviewed by the Principal, Admissions team, Head of Section, and Head of Inclusion, if necessary.

The assessment outcomes, application information and school reports will be considered together, and the admissions decision will be communicated in writing to the parent/guardian.

Further assessment for English as an Additional Language and/or Special Educational Needs may be required in order to reach an admission decision, including possible referral for evaluation by an educational psychologist, or one-on-one assessment with the Head of Inclusion. The school strives to ensure that all individual needs can be met and welcomes applications from students of determination. Admissions decisions are made at the discretion of the Principal.

Possible admission decisions are as follows:

1. A place is offered.
2. A probationary place is offered, linked to conditions set by EISM which must be accepted and met prior to joining.
3. A place on the waiting list is offered (see oversubscription details below).
4. A place cannot be offered.

In the extremely unlikely event that the school is unable to accept a student of determination, a written response will be shared with the parents and the school will inform the KHDA.

Offer of a Place

The parents/guardians of each applicant will be notified in writing (by email) of the admission decision. To accept a place, offers must be accepted within seven (7) working days by return of the signed Acceptance Form and payment of 10 % deposit of the total annual fees along with other Post-dated cheques. Delayed payments may result in the offer being revoked.

Registration Fees

Refer to the Fee Policy for details on tuition fees, other charges, and refund details.

Oversubscription and Wait Lists

EISM is a popular school, and most year groups are oversubscribed. Places are offered on a 'first come, first served' basis. If there is a shortage of places in a year group, EISM will consider the following criteria and any other factors specific to the application before making a final decision when offering places from the waiting pool:

- The applicant has a sibling in the school or accepted to join EISM.
- The applicant is a former EISM student.
- The applicant has positive school reports and references.
- The applicant will contribute positively to EISM sport, expressive arts, linguistics, leadership or other areas of interest.

EISM will offer places from the waiting list but this does not guarantee that a place will later be offered. Should a place not be offered for the desired term of entry, the child's application will be 'rolled over' to the following term or the following academic year so long as you respond to the required waiting pool update requests.

Students of Determination

EISM welcomes applications from a wide range of students with varying abilities. The admissions policy is aligned with the school's stated mission and vision and is inclusive by nature; however, it is a precondition for admission that the applicant's individual needs can be reasonably catered for within the school's available provision.

Places are offered only after the Head of Inclusion has received sufficient information to determine how the student's individual needs can be met. This may include:

- Application, school reports, references, assessment data and medical/educational psychologists' reports. EISM does not undertake to diagnose specific conditions and may require a formal assessment to be arranged at the parents'/guardians' expense.

- Head of Inclusion will review and determine the appropriate provision for the student, which may include additional costs to the parents/guardians. This could be either/both in the form of 1:1 Learning Support Assistant and/or specialist support from outside agencies (such as speech and language therapy, occupational therapy, etc).
- Head of Inclusion visit to the current educational setting to assess the needs of the student. Parents are expected to give approval to facilitate this visit.
- Feedback from the child's current educational setting. Parents are expected to give approval to facilitate this communication between the educational settings.

All conditions for specific intervention must be agreed to by the parents upon acceptance of the admission offer and put into place after admission. Should additional needs be shared after admission, the offer may be conditional upon acceptance of supplementary educational provision, outside agency involvement and associated costs deemed necessary by the school. If the information provided by the parent is not accurate, the student's place at the school may be revoked.

For additional information regarding our programme offers and additional admissions information, please see appendix 1.

Special Circumstances

Students transferring from Southern Hemisphere countries should be aware that they may repeat up to half an academic year when moving to the Northern Hemisphere school calendar, depending on their age and previous placement.

Students completing their studies for a particular level in the Spring (e.g. March) will only be promoted to the next academic year from September, prior to this time they will remain in the equivalent Year for the final term of the academic year.

KHDA has final approval of a child's placement in a specific year group.

Conditional Acceptance

The school may offer a conditional acceptance based on the following:

- Report cards
- Staff observations
- Assessment results
- Inclusion interview

In such cases, clear conditions and timelines will be shared with the parent/guardian. If these conditions are not met, the school reserves the right, subject to applicable KHDA requirements, to review the student's registration or year-group placement.

KHDA

KHDA is the Private Schools regulatory body in Dubai. There are certain expectations of the school and its parents:

- For all new admissions, the original Emirates IDs of the student and parents/guardians, together with the Transfer Certificate where required, must be provided. The school's KHDA Coordinator will upload the required documents to the KHDA portal.
- **A Parent-School Contract must be signed for each enrolled student following KHDA notification.**

Consequences of Non-Compliance: Failing to adhere to the above-mentioned conditions and deadlines set by the KHDA can have serious consequences. It may nullify the registration of the student, potentially delaying the start date of their education at the school. This applies even if the school fees have already been paid.

Acceptance of Policies

Parents/guardians who accept places at EISM agree to acceptance of all school rules, policies and expectations in force at the school, especially regarding behaviour, safeguarding, respect for others, attendance, use of school equipment, field trips and academic matters.

Proven and intentional breaches of the school's policies including behaviour, safeguarding, anti-bullying and social media use may result in sanctions including suspension from the school.

Terms and Conditions

- Parents/guardians of all new students must complete the required registration forms and Parent-School Contract with the KHDA Coordinator before the student's first day of school.
- All fees due must be paid within the stipulated timeframe. Please refer to the EISM School Fee Policy for further details and terms and conditions.
- The Parent or Guardian, whose name appears as the billing name on the online application form or who has signed the given form, shall be jointly and severally liable to EISM for the payment of any and all outstanding School Fees.

Links to Other Policies

Scholarship

Assessment

Inclusion

EAL

Learning & Teaching

Safeguarding and Child Protection

Appendix 1

English as an Additional Language (EAL)

We support students for whom English is not their first language or has not been the medium of instruction at their previous school. Students may be assessed by the EAL team to determine whether additional English-language support is required for successful learning.

The EAL course fee is AED 5,000 per student per year. The fee is non-refundable, non-transferable and payable in advance.

Early Years - Extended Hours Programme

Students in EY 1 and EY 2 can enrol for the Extended Hours programme (1pm to 2:50pm) after completing their regular school day. The students are supervised by our EY staff. Attendance in the programme requires an additional fee of AED 4,000/per student per year (Term 1 – 1,500AED, Term 2 – 1,000AED and Term 3 – 1,500AED), please refer to the School Fee Policy.

Arabic Language Lessons

As per the Ministry of Education and KHDA curriculum expectations, Arabic is taught to all students as Arabic for native speakers (Arabic A) and Arabic for non-native speakers (Arabic B). Placement in these classes is based on the nationality in the student's passport and Emirates ID.

Islamic Lessons

As per the Ministry of Education and KHDA curriculum expectations, Islamic is taught to specific students who meet the necessary religious requirements. Placement in these classes is based on the religion. For students who do not attend Islamic lessons, a non-curriculum lesson is taught by teaching staff.

Toilet Policy (Early Years)

All children should be fully toilet trained (both urinary and faecal) by the time of starting school and must accept the school's policy on toileting. The school recognises that accidents, both urinary and faecal incontinence, do occur at times, but if the class teacher is concerned with the frequency of accidents, the child must stay at home until the parents/guardians are confident that the child can return to school fully toilet trained.

Mother Tongue Programme

The school offers a Mother Tongue Programme after school hours. Languages offered vary according to the student cohort; please contact the Academic Team for further details.

Transportation

M/S. Diamond Lease is the provider for the school transport services. All enquiries regarding the school bus service should be made directly to the Team Leader of Operations, Mr. Aamir (971 56 8206422 or 04-8852200, school@diamondlease.com)

Uniform

M/S. Right Fit Readymade Garments located at our EIS Jumeirah Primary campus entrance.

Contact; 971 50 9034694, rightfituniforms@eischools.ae

Operating Hours 9am to 2pm/3pm to 5.45pm. (Monday to Friday)

Appendix 2

Diploma & Career-related Programme Supplement

EISM Entrance Requirement for the IBDP

“The Diploma Programme is academically demanding..... success is possible for a much wider range of students than is often perceived”

(The Diploma Programme: From Principles into Practice, p. 20).

**For further details on IBDP please refer to - [General Regulations for the International Baccalaureate Diploma Programme](#)

Entrance Requirements for the Full Diploma Programme

Year 11 students:

- **Will be considered for the Diploma Programme when:**
Their average MYP grade of courses that lead into their Diploma Programme is 5 or higher and all their MYP grades are 3 or above. However, students will require discussions with the counsellor and/or the DP Coordinator regarding subject selection as subject requirements vary.
- **Will not be enrolled in the Full Diploma programme if**
If their average MYP grade of courses that lead into their Diploma Programme is below a 5 or they have a grade of 2 or less in any subject area. Year 11 Language Acquisition courses are not considered when calculating a student's MYP average.
****Students that fall into the category described above will be permitted to study IB courses (certificates) during Year 12 and Year 13.**

Higher Level (HL) subject choices and considerations

Subject selection is a critical aspect of entry into the IBDP years. The suitability and acceptance into HL subjects should be carefully considered. The demands of HL subjects varies and poor selection of HL subjects can lead to students failing their diploma. EISM has the following expectations related to HL subject selection. Any contradiction to these points must be approved by the DP Coordinator.

Students should have an MYP grade of 6 or higher in an MYP subject area to transition into a corresponding DP subject (see -Appendix 1: MYP to DP pathways section of this document).

- Students may not enrol in a DP Higher Level class with a grade of less than 5 in the relative MYP subject area (see -Appendix 1: MYP to DP pathways section of this document).

Building the Full Diploma Programme

- Students are required to take three Higher Level (HL) courses and three Standard Level (SL) courses.
- One course must be taken from each of groups 1-5. The sixth course can be taken from group 6 or a second course may be taken from groups 3-4 (several restrictions may apply).
- Students must complete all aspects of the Diploma Programme core: the Extended Essay, CAS and the Theory of Knowledge course
- Students must complete the above requirements and score at least 24 points when DP results are released in July at the end of the second year of the programme. See *“article 13” in the [General Regulations: Diploma Programme](#) for a detailed explanation of the requirements that must be met in addition to achieving 24 points.*

Continuation in the Full Diploma Programme

Following Year 1 of the Diploma Programme, all students will have their progress reviewed to determine whether or not their academic progress is a fit for continuing in the Full Diploma Programme. Continuation is assessed at key checkpoints throughout the two-year programme.

The following are required to continue in Year 2 of the Full Diploma Programme:

- A strong academic profile, with the majority of subject grades at Level 4 or above
- No more than one subject currently at Level 2
- All subjects achieving at least Level 1
- A cumulative score of 12 or more points across SL courses
- A cumulative score of 14 or more points across HL courses
- Successful engagement with the Extended Essay, completed in line with guidance provided by the EE Coordinator
- Positive engagement, attitude to learning, and conduct, as evidenced across subjects
- CAS progress assessed as “on track”
- An overall point total of 26 points or above

Diploma Courses/Certificates

Students can opt to follow a DP Courses (certificates) during Year 12 and 13. Students will also follow the DP courses (certificates) pathway if they fail to meet the requirements at the end of Year 11 to enter the full diploma or for continuation at the end of Grade 11. The DP courses (certificates) pathway is detailed below:

- Students are not required to take any Higher Level (HL) courses with the exception of Arabic B to align with Ministry of Education requirements.
- Students must take a full schedule of six courses in each of groups 1-5 with the sixth coming from Group 6 or Groups 3-4, unless prior agreement has been sought with the DP coordinator for a reduced schedule
- Students are offered the opportunity to study the TOK programme or complete the Extended Essay but it is not a requirement.
- The CAS requirements for students taking the Diploma Courses route are as follows:
 - Must participate in one substantial creativity, activity and service experience in each year of the programme.
 - As part of these CAS experiences, students must meet each of the seven learning outcomes at least once
 - Students complete a quality reflection for each CAS experience
 - The Diploma Courses CAS requirements is a graduation requirement.

Career-related Programme (IBCP)

“Career-related Programme students will access a broad, flexible education which will give them knowledge, practical training, intellectual engagement, and international-mindedness, while developing higher-order cognitive skills and academic behaviours that will enhance their employability and dramatically alter their world view.”

Dr Siva Kumari, IB Director General 2014

Career-related Programme: From Principles into Practice, p. 6

Synopsis of pathways related to the IBCP

The descriptions below are included to help understand the admission requirements and options available that are described in this document. They relate to the IBCP but do not all result in the completion of the IBCP (iBTEC only pathways for example).

The Career Related Programme at EISM

The IBCP requires students to complete the Pearson iBTEC Level 3 National Foundation Diploma in one of the subjects that is on offer at the school. Students must combine this with the completion of three IBDP subjects and the IBCP core. The IBDP subjects may be taken at a Higher Level (HL) or Standard Level (SL). The IBCP core includes Community Engagement, Reflective Project, Personal & Professional Skills and Language & Cultural Studies. More details related to the IBCP and the IBCP core can be found in the International Baccalaureate Career-related Programme General Regulations document.

****It is important to note that any student following the IBCP route would only meet equivalency with the MOE based on the vocational pathway of choice.**

The iBTEC only pathway

In some rare cases, students may not meet the requirements to study the IBCP or may consider the programme to be too demanding. For this reason, the iBTEC only route is also available by invitation only for students at EISM.

****It is important to note that any student that follows the iBTEC only pathway would not meet MOE equivalency.**

Entrance Requirements for IBCP

Year 11 students will be considered for the IBCP when:

- Their MYP grade of the subject that leads into their iBTEC is 3 or higher
- **Their MYP grade of the subjects that lead into their 2 chosen DP subjects are 4 or higher (see Appendix 1: MYP to discrete DP Course Pathways).**

****Students must discuss subject selection with the school guidance counsellor and/or the CP Coordinator.**

****Student applications for iBTEC courses without prior experience in the subject area (see Appendix 1: MYP to iBTEC Subjects) will only be considered following a discussion with the CP Coordinator.**

Higher Level (HL) DP subject choices and considerations:

Students may wish to include IBDP subjects at Higher Level within their IBCP. The suitability and acceptance into DP HL subjects should be carefully considered in these instances. The demands of HL subjects can vary and poor selection of HL subjects could lead to students failing their CP.

EISM has the following expectations related to HL subject selection. Any contradiction to these points must be approved by the CP Coordinator

- Students should have an MYP grade of 5 or higher in the subject area to transition into a corresponding HL DP subject (see - Appendix 1: MYP to discrete DP Course Pathways).

Continuation in the IBCP (Year 12 to Year 13 transition):

Following Year 1 of the Career-related Programme, all students will have their performance reviewed to determine whether or not their academic progress warrants continuation in the IBCP.

The following are required to continue into Year 2 of the IBCP

The student must:

- Attain a 3 or above in both of the selected DP subjects.
- Attain at least passing grade in the chosen iBTEC
- Be 'on track' in all aspects of the IBCP Core

The following are required to continue into Year 2 of the iBTEC only route

The student must:

- Attain at least passing grade in the chosen iBTEC
- Be 'on track' in the IBCP Core (internally assessed)

****Attain at least a 3 in DP subjects where applicable (equivalency route).**

Supplement Appendix 1 - Subject Pathways

MYP to discrete DP Course Pathways:

<i>MYP Subject area</i>	<i>IBDP courses/group</i>
English Language & Literature	English Language & Literature SL and HL as per subject guide
Language Acquisition	French B SL & HL Spanish B SL & HL Arabic B HL Ab Initio French Ab Initio Spanish
Individuals and Societies	all Group 3 courses
Science	Group 4 courses with the exception of Design Technology
Design elective	SL Design Technology Prerequisite for HL Design Technology
Standard Mathematics Extended Mathematics	Mathematics Application or Analysis SL Mathematics Application or Analysis HL
Visual Arts elective	Visual Arts
Music elective	Music
Drama elective	Theatre
PHE elective	Sports, Exercise, Health Science

MYP to iBTEC Subjects

<i>MYP subject area</i>	<i>iBTEC subject</i>
Individuals and Societies	Pearson iBTEC level 3 National Foundation Diploma in Business Pearson iBTEC level 3 National Foundation Diploma in Travel & Tourism
PHE	Pearson iBTEC level 3 National Foundation Diploma in Sport

Supplement Appendix 2 - equivalency of MYP to other curricular

The table below should be used to guide non MYP applicants for DP/CP at EISM. Outcomes from different curriculum models are reflected against MYP outcomes at EISM for admission to DP.

	<i>iGCSE</i>		CBSE		<i>US</i>	
<i>MYP</i>	<i>Letter</i>	<i>Number</i>	Numerical Range	Letter	Numerical Range	GPA
7	A*	9	95%	A	90-100	4.0
	A	8	90%			
6	B	7	85%	B	80-90	3.0
5		6	80%			
4	C	5	75%	C	70-80	2.0
	D	4	70%			
3	E	3	Below 70%	D	60-70	1.0
2		2		F	Below 60	0
		1				
1						
0	U	U				

**iGCSE letter to number conversion taken from www.bbc.com/news/education & www.independent.co.uk/news/education/education-news