



ONE WORLD INTERNATIONAL SCHOOL

696 Upper Changi Road East Singapore 486826 T. 65.6542.2285 F. 65.6542.8602 W. www.owis.org

ADMISSIONS POLICY

Application Process

1. Complete the Student Application Form.
 - Attach two passport size photographs
 - Attach a photocopy of the student's birth certificate
 - Attach a photocopy of any relevant education certificates
 - Attach school reports for the last two years if your child has previously been at school
 - Attach results of any English language standards tests that may have been undertaken
 - Attach certified translations of any legal documents that were not originally issued in English
 - Attach a photocopy of the first two pages of the student's passport
 - Attach copies of any relevant medical records/details for students with medical conditions.
2. Return the Student Application Form to the school.
3. Documents and payments can be submitted electronically.
4. Incomplete application or applications without all supporting documentation face delays in processing.
5. Date of application, and therefore order on waitlists, will be determined by the date that the school receives the completed application form and all supporting documentation.
6. Acceptance by the school of the completed application form and supporting documentation does not guarantee a place within the school or on a waitlist.
7. The Head of School will assess all applications on their merits and on a case by case basis and may require your child to attend for an interview.
8. We will write or email you advising you of the outcome of your application.
9. No offers of places in the school will be made verbally.

Programmes

1. For Prep Grade onwards, all programmes are full time from 8:30am to 3:00pm.
2. In the Early Years we do offer some part-time options to cater for parents who wish to spend more time at home with their children. It should be noted however that to maximize learning and experience all school activities, full time attendance at school is preferable.

For Nursery and EC 1 we offer the option of a 3-5 day short or full day programme.

The short day programme is from 8:40am - 1:00pm.

The full day programme is from 8:40am - 2:45pm.

For EC 2, whilst lessons are planned for a full 5 day programme, 8:40am - 2:45pm, there is an option to take your child out each Wednesday, with a 4 day fee applicable.

For the part-time programmes, transfer of days is not permitted except to extend the programme if places are available.

Admission Policy

Enrolment is open to students of expatriate families from all countries. Local students can be admitted up to Prep after which approval is required from the Council for Private Education (CPE). The Head of School makes the final decision on admission of students into school. It is the school's policy to try and ensure a balance in each class of nationality, gender and language. This provides all students with the maximum opportunity of learning in a rich multi-cultural and co-educational environment through the medium of English.

As classes approach capacity, particular consideration is given to siblings already attending the school.

All students are eligible for admission if it is believed that the school can meet their particular needs.

Students with learning difficulties may be admitted if it is believed that their needs can be supported by the School and that students can be placed in the regular classroom without jeopardising the education of other students, and that parents agree to our Learning Support Policy.

We welcome international students who are new to English. However for placement in Grade 2 and above, there may be a requirement to be placed on an intensive English course provided either in or outside of school.

Children will be placed in age appropriate classes except in the case of exceptional circumstances.

Date of Birth	Age in 2010 / 2011	2010/2011	2011/2012	2012/2013
1st November 98 to 31st October 99	11-12 years	Grade 6	Grade 7	Grade 8
1st November 99 to 31st October 00	10-11 years	Grade 5	Grade 6	Grade 7
1st November 00 to 31st October 01	9-10 years	Grade 4	Grade 5	Grade 6
1st November 01 to 31st October 02	8-9 years	Grade 3	Grade 4	Grade 5
1st November 02 to 31st October 03	7-8 years	Grade 2	Grade 3	Grade 4
1st November 03 to 31st October 04	6-7 years	Grade 1	Grade 2	Grade 3
1st November 04 to 31st October 05	5-6 years	Preparatory	Grade 1	Grade 2
1st November 05 to 31st October 06	4-5 years	EC 2	Preparatory	Grade 1
1st November 06 to 31st October 07	3-4 years	EC 1	EC 2	Preparatory
1st November 07 to 31 October 08	2-3 years	Nursery	EC 1	EC 2
1st November 08 to 31 October 09	-	-	Nursery	EC 1