



SCHOOL ADMISSION POLICY 2025 - 2026





Our Mission

We are committed to providing an outstanding education that nurtures the potential within each individual, fosters a spirit of collaboration and empathy, and equips our students with the skills, knowledge, and values needed to contribute to a more compassionate and a peaceful world.



Our Vision

to cultivate creative, innovative, caring individuals and visionaries who empower and inspire each other, building a purpose-driven community that impacts the world positively and promotes global change.

Admission Criteria

Age Requirements:

- Applicants must fall within the age range of 4 to 11 years old to be eligible for admission.
- Age will be calculated as of a specific date—usually the start of the academic year—to ensure consistency in enrollment.

Academic Readiness:

- Readiness will be assessed in areas such as literacy, numeracy, and basic problem-solving skills appropriate for the applicant's age group.
- This assessment may be conducted through age-appropriate activities or standardized assessments designed for young learners.

Previous Academic Records (if applicable):

- If the applicant has attended a previous educational institution, transcripts or reports will be requested to understand their academic progress and achievements.

Behavior and Social Skills:

- The applicant's social and emotional development will be evaluated, including interpersonal skills, cooperation with peers, ability to follow instructions, and overall behavior in group settings.
 - Relevant information provided by parents or guardians regarding the child's behavior and social interactions will also be considered.
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Admission Process

01 Tour and First Interview

Contact us by phone or through our website to schedule a school tour and preliminary interview. This provides an excellent opportunity to become familiar with our learning environment and address any initial questions.

02 Application Submission

Families interested in proceeding with the admissions process are required to submit a completed admission application form. Please ensure that all necessary documents are included to avoid delays.

03 Student Assessment

- Depending on the student's grade level, a comprehensive assessment will be conducted with a staff member. This assessment, which may utilize a variety of learning strategies, helps us understand the student's academic abilities and needs.
- Families will receive the results within 72 hours post-assessment.

04 Second Interview with Student and Parents

- Following the assessment, a more in-depth interview will be scheduled with both the parents and the student. This meeting, typically with the school principal or a senior educator, is essential for gaining a deeper understanding of the student's educational background, learning style, and alignment with the school's values and the IB educational approach.

05 Admission Decision and Enrollment

- After the interviews, our admissions committee will review the application, assessment results, and interview insights to make a decision. Families will be informed promptly of the outcome.
 - If the student is applying from abroad, an interview will be conducted online. Application and official documents like transcripts **MUST** be received by the school electronically. A 2-year transcript is required depending on the grade level of the applicant, starting G2 onwards.
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Admission Decision-Making Policy

Student Acceptance Criteria:

- Applicants will be evaluated for acceptance based on a combination of factors, including availability, interview outcomes, and assessment results. The school seeks to ensure a comprehensive and fair evaluation process aligned with our educational standards.

Timely Notification Commitment:

- Duroub is committed to a three-working-day policy for releasing acceptance or denial notifications to all applicants. This commitment reflects our dedication to providing prompt and transparent communication with parents and guardians.

Admission Committee Authority:

- The admission committee holds the authority to make decisions on each applicant based on a thorough review of interview and assessment results. Decisions are made in accordance with the school's mission, values, and commitment to maintaining an outstanding learning community.

Acceptance Letter and Payment Period:

- Upon acceptance, parents or guardians will receive an official acceptance letter outlining the terms and conditions of enrollment.
 - A three-week period will be provided to complete the enrollment process, including submitting the required documents and tuition payment (pending approval).
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