



ADMISSION AND ENROLMENT POLICY

The Netherlands International School Lagos

2016-2017

I. STATEMENT OF PURPOSE

The primary purpose of The Netherlands International School Lagos is to serve the educational needs of the Dutch, European and International community of Lagos. We are a coeducational and non-sectarian institution that welcomes students of all nationalities, races, religions and cultures. We recognize the value of the diversity of the school and the admission policies are designed to maintain an appropriate balance of diversity and to preserve our fundamental identity as the 'Netherlands International School Lagos'.

Our admission priorities are guided by our founding mission to serve the educational needs of children of Dutch and other foreign nationals on temporary assignment in Lagos. Applicants are classified under the following Categories with priority for admission given in that order.

In order to ensure the international character of our student body, to maintain an appropriate balance and to preserve the fundamental identity of the school, we will limit the enrollment of any single nationality group to fewer than 30% (except Dutch Citizens on temporary assignment in Lagos).

Step 1. Online application or pre-visit

1. Complete registration form + payment of the registration fee (non-refundable)

Step 2. Waiting list

In case there is no waiting list, proceed to step 3.

2.1. Date of completion of the registration form will determine the applicant's place on the waiting list.

Only duly signed and correctly filled-in registration forms, officially handed into NISL administration and payment of the registration fee, will be taken into consideration.

2.2. Priorities:

- a. Siblings already in school
- b. Children of school staff
- c. Dutch Nationality
- d. Places reserved under long-term sponsorship agreements

3. If there is space in the appropriate class you will be notified and proceed to Step 3.

Step 3. Student assessment

3.1. Upon determining whether there is a space in the appropriate class, as determined by the student age/grade level guidelines, the applicant **will be asked** to come in for an age-appropriate entrance test. The entrance test includes: assessment in basic skills, vocabulary, reading comprehension, spelling, mathematics and written expression. Students are expected to score at or above grade level in all the above areas in order to be granted admission. Proceed to step 4

Step 4. Enrolment + forms

4.1. Complete the enrolment form + Student Health Report which will be provided by the NISL office.

4.2. Verification of date of birth. This could be a copy of the birth certificate or a photocopy of the child's passport showing date of birth.

4.3. A recent passport photo of the applicant

4.4 Copy of immunizations

4.5. Previous two years report cards from former school (translated into Dutch or English) + copies of any standardized test scores.

Step 5. Admission

5.1. Upon successful completion of the assessment, completion of all forms, and provided that the student meets the criteria for admission, the admission committee (board, headmaster, assessment teacher) will determine the admission, and inform you of their decision within 10 days .
The board reserves the right to refuse admission of any child to the school. The board's decision in this respect shall be final.

5.2. Signing of liability declaration

5.3. Payment of enrolment fee (non-refundable)

5.4. The applicant will be sent an invoice and payment must meet the guidelines and timelines as outlined on the invoice.

II. ADMISSION CRITERIA

It should be noted that NISL does not have special classes for students who have been defined as gifted or who have been diagnosed with specific learning or behavioral disabilities. Parents whose children require special attention of any kind should provide the school with any evaluations and other relevant information for admissions review to determine the appropriateness of admission based on their ability to succeed in the standard curriculum in a normal classroom setting.

We expect children to have adequate language skills (Dutch or English), as required for their expected learning groups, in understanding, as well as speaking and writing.

1. Minimax- Children may attend at the age of 2 years old
2. Maximax - Dutch Stream children may attend at the age of 3 years old, English Stream children may attend when they are 3 years old, on or before 31st of August
3. Group 1 DS- Children may attend at the age of 4 years old
4. Reception ES- Children may attend when they are 4 years old, on or before 31st of August
More

Click the link to see the school fees <http://www.nislaqos.org/documents/School%20Fees%202016-2017.pdf>

Kindly note that school fees are payable in full before the start of the school year. Should a student join the school at the beginning of the second term, they will only pay 2/3 of the fees. Accordingly, students joining for the third term only will pay 1/3 of the school fees.

All fees are due in full before the start of each school year.

School fees (both Naira part and Euro part) are for the full school year, and all tuition is to be paid according to the invoice instructions and timelines. No exemption, deduction, or rebate will be given in the case of temporary absence, withdrawal, dismissal or in any force majeure situation after the school year begins. The official school year begins 10 days before the first assigned school day.