



Admissions Policy

The International School Bangalore (TISB) is always pleased to receive enquiries from parents who are fully committed to and who will embrace the educational culture and philosophy of the school. In Primary Years and in Grades 11 and 12 we follow the IB philosophy, standards and practices whereas in Grades 6 to 10 the Cambridge curriculum.

Although TISB is an academically selective school we nevertheless aim to ensure diversity of gender, culture and nationality. We recognize that although we strive to admit students, we must also ensure that we can meet the child's needs so that they can thrive at TISB in order to progress onto other international schools or further education as a well-rounded and global citizen.

Parents should begin by completing the online enquiry form, without commitment on their part, and we encourage families to visit the school with their children to find out as much as possible about us. There are Open Days organised throughout the year when a presentation, campus tour and entrance assessment are carried out; the dates of these events can be found on the website. Families coming from overseas are advised to schedule an appointment to tour the school at a mutually convenient date and time.

Once families are convinced TISB is the right school for their children, parents are requested to submit the required documents and follow the procedures set out below to enable us to consider their children for admission. Due to the popularity of the school, TISB has limited openings in some Grades, therefore, it is important for parents and prospective applicants to understand the selection policies and constraints at TISB.

TISB is a selective school and so admission is entirely based on merit and each potential student will receive equal treatment regardless of caste, religion, race, nationality, ethnicity, Board of Examinations, or social background.

Special Educational Needs

TISB strongly advises parents of children with special educational needs or physical or mental pastoral challenges to discuss their child's requirements before they sit the entrance assessments because TISB has limited provision. The reason for this is that TISB does not have a formal Special Needs Department or staff member in all Grades and so there is a limit to the amount of support we can offer some children.

Moreover, the campus is quite extensive and in order to access the full curriculum and all learning opportunities children do need to be able to move around the campus independently.

Admission Criteria

The main criteria for admission is that a student, whether day or boarding, should be able to access the curriculum and flourish at TISB and that the school is able to provide adequately for their needs. The school's admission criteria are as follows:

- The prospective student's performance in the written assessments and interview.
- The prospective student, in the judgement of the Principal, shows sufficient aptitude, commitment and willingness to benefit from the educational opportunities at TISB.
- The school is able to meet the needs of a prospective student without impairing the education of others.
- There are sufficient vacancies in the appropriate Grade and/or boarding house.

Registration

Prior to any academic assessment or interview, parents are requested to complete an application form and pay a non-refundable registration fee as mentioned in the fee structure (obtained from the Admissions Office).

Please note students are considered for admission according to their age appropriateness for the Grade of entry as shown in Appendix One.

The application form and registration fee should be submitted to the Admissions office along with scanned copies of:

- Last 2 years of school reports
- Passport copy

Primary Years Admission Process

Applications for places are accepted for all ages provided there is sufficient room within the Grade. For applications for entry into Pre-KG – Grade 2, students will have an informal interview with the Deputy Principal of Primary Years. For applications for entry into Grades 3 and Grade 5, students will sit an assessment in English and Mathematics followed by an informal interview with Deputy Principal of Primary Years. A final decision regarding admission lies with the Principal.

Senior School Admission Procedure

If a student has sat IGCSEs, either at TISB or another school, ideally, they should secure a B grade or above in English and Mathematics and in subjects they wish to study at Higher Level in the IBDP. If this is not the case discussions about admission into Grade 11 will just take place with the Principal and the College Counselling Department will also be involved in confirming subject choice and your admission into TISB.

Following registration, written Entrance Assessments and an interview will take place. Parents will be notified about the dates and venue in advance; assessments and interviews may also be conducted online. Parents and prospective students are requested to come formally dressed and smart for the interview, which may take place by Microsoft Teams. The Principal normally prefers to interview the student without parents being present but parents may ask questions following the interview.

Written or online assessments are conducted as follows:

Grades 6 – 8 Entry	English, Mathematics and Non-Verbal Reasoning
Grade 9 Entry	English, Mathematics, Science and Non-Verbal Reasoning
Grade 11 Entry	English, Mathematics, any two Sciences and Non-Verbal Reasoning

There is no fixed syllabus for any of these written assessments as we base it on prior learning across the differing curricula. The English assessment has a written component, and the remaining assessments follow a multiple-choice style comprehension question pattern. Students must bring a pen, pencil and an eraser with them if taking the assessments in person. Calculators are not permitted.

A decision will be carried out based on the performance in the written assessment and the past two years' school reports. There will be an interview (usually conducted online) for shortlisted candidates. Parents will be contacted within 2 to 3 weeks, confirming if their child's application has been successful.

Acceptance of a Place into Pre KG - Grade 9

Parents whose child has been offered a place are asked to confirm their acceptance by returning the following within two weeks of receiving the admission offer letter:

- First instalment of fees comprising of the Admissions Fee, the Term's Fee, and the Refundable Security Deposit
- Original signed Parent Agreement Form
- Original signed Medical Form
- Original signed Local Guardianship Form (for boarders only)
- Original School leaving Certificate/transfer certificate (on availability)
- Copy of the final/end of year school report (on availability)

Acceptance of a Place into Grade 11

Parents whose child has been offered a place are asked to confirm their acceptance by returning the following within two weeks of receiving the admission offer letter:

- First instalment of fees comprising of the Admissions Fee, the Term's Fee and the Refundable Security Deposit
- Original signed Parent Agreement Form
- Original signed Medical Form
- Original signed Local Guardianship Form (for boarders only)
- Original School leaving Certificate/transfer certificate (on availability)
- Copy of the final/end of year school report (on availability), Original School Leaving Certificate/transfer certificate (on availability), copy of the Board exam mark sheet/final Grade 10 school report (on availability) Copy of the Pass Certificate or equivalent document (on availability)

Subject Choice Grade 9 and 11

Parents and students should read the Subject Changing Policy linked below which outlines the process and makes the point that beyond a point some subject changes cannot be guaranteed. Students will be assessed for their chosen subjects and if found suitable will be permitted to study subjects of their choice. If a candidate does not meet the academic expectations for a particular subject or subjects, parents will be notified, and guidance will be given for alternative choices of subjects. Parents and students should understand that an offer may be conditional on studying certain subjects at a certain level and TISB has the right to withdraw an offer if these conditions are not adhered to by the family.

Subject Change Policy

Appeals and Feedback on Unsuccessful Applications

To preserve the integrity of our Admission Policy, we cannot respond to pressure or representations from any quarter. All applications will be fairly and compassionately considered on their merits and the decision of the School regarding all applications is final. On request to the Admissions Department, the School will provide brief feedback on the application, usually in verbal form. No ongoing correspondence regarding admissions will be entered into.

Withdrawals and Refunds

Upon withdrawal the Bursary Department will assist in settling accounts according to school policy and TISB will issue a Transfer Certificate. Regardless of the reason of withdrawal, the Admission Fee is not refundable. If fees are not paid on time, parents will be asked to withdraw their children and a fine of 10% will be levied. Year-end (after one academic year) withdrawals must be intimated to the office in writing by 30 April of each year

Equal Treatment

TISB's aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. This enriches our community and is vital in preparing our students for today's world. TISB is committed to equal treatment for all, regardless of a candidate's or their parents' race, ethnicity, religion, disability, sexual orientation, gender reassignment or social background.

Sibling Policy

Most siblings join us at TISB. However, admission is not automatic and there may be occasions where the school judges that a sibling is likely to thrive better in a different academic environment.

Payment of Fees

- Fees are to be paid in one or two instalments within **one week** of receiving the admission offer letter.
- Occasionally the security deposit will be retained to cover the costs of lost books etc.
- Costs towards excursions, pocket money, uniform, telephone, travel etc. must be paid for in advance.
- *Foreign currency* depositors can transfer fees to: The **International School – NAFL Trust**, Standard Chartered Bank, Bangalore and Account No.: 45605011479. Swift Code: SCBLINBBXXX. ABA Number of SCB New York is 256

- *Indian Rupee* depositors can transfer fees to: **The International School – NAFL Trust**, Standard Chartered Bank, Bangalore and Current Account No.: 45605011460. IFSC Code: SCBL0036074
- Transport fees should be paid directly to the service provider and details are available from the Transport Coordinator at tisbtransport@samtoursntravels.com

If further details are required, parents can contact the Admissions Office: admission@tisb.ac.in

Parental Contract

Part of the admission process is that all parents should read, agree to, sign and submit a digital copy of the Parental Contract before their child's place is confirmed.

Disclosure

In some cases, TISB may request full disclosure of medical reports, educational assessments, or other relevant information, before an application can be confirmed. Parents should be willing to cooperate with any requests as admission to TISB must be in the best interest of their child. If after admission an educational or physical need is discovered/identified that TISB cannot cater for, it may be our recommendation that the student leaves.

Appendix 1

Naming of Grade Levels

Students at TISB are placed in Grades according to their age on 31 August of the year of entry. TISB adheres strictly to the age criteria laid out below and its decision on Grade placements is final.

TISB Grade Levels		Age Range (Years)	Key Stage	British Year Group	US IB Grade Level
Kindergarten	Pre-KG	3 - 4	EFYS	Nursery	Nursery
	KG 1	4 - 5		Reception	PYP Pre-KG
Primary School	Lower Grade 1	5 - 6	Key Stage 1	Year 1	PYP KG
	Upper Grade 1	6 - 7		Year 2	PYP Grade 1
	Grade 2	7 - 8	Key Stage 2	Year 3	PYP Grade 2
	Grade 3	8 - 9		Year 4	PYP Grade 3
	Grade 4	9 - 10		Year 5	PYP Grade 4
	Grade 5	10 - 11		Year 6	PYP Grade 5
Middle School	Grade 6	11 - 12	Key Stage 3	Year 7	Grade 6 MYP 1
	Grade 7	12 - 13		Year 8	Grade 7 MYP 2
	Grade 8	13 - 14		Year 9	Grade 8 MYP 3
IGCSE	Grade 9	14 - 15	Key Stage 4	Year 10	Grade 9 MYP 4
	Grade 10	15 - 16		Year 11	Grade 10 MYP 5
IBDP	Grade 11	16 - 17	Key Stage 5	Year 12	Grade 11 IBD 1
	Grade 12	17 - 18		Year 13	Grade 12 IBD 2