



# École Mondiale World School



The Total IB\* Authorized School

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## Admissions Policy

École Mondiale World School serves the educational needs of the community within the Mumbai metropolitan areas. We welcome children of all nationalities whose families are committed to an international educational curriculum in English.

École promotes the welfare of all students and expects all staff, visitors and volunteers to share this commitment. All employees are required to undergo relevant background checks and to be compliant with our Child Protection Policy.

École is also committed to the principle of equal opportunity in education and employment. The school does not discriminate against individuals on the basis of race, color, gender, gender expression, sexual orientation, religion, disability, age, or national or ethnic origin in the administration of its educational, admissions or employment policies. We may take into account factors including an applicant's prior educational and linguistic background for purposes of admission in order to fulfill the school's mission of providing education in the English language to the Mumbai community. École supports the principles of the [United Nations Universal Declaration of Human Rights](#).

### Admissions period

The school accepts applications **received throughout the year**, although it is possible that places may not always be immediately available. The school advises applicants to apply early in the year for entry into the school the following July. École is aware that in some cases parents are not able to confirm their definite move to Mumbai, as it is dependent on external decisions not necessarily made by the family.

### Admissions criteria

École Mondiale has an open admissions policy, and considers each application on its individual merit. As an **inclusive learning community**, ([Inclusion Policy](#)), all applicant students shall be considered eligible for admission. Students meeting all entrance requirements may be accepted for admission at any time during the academic year. The school's objective is to ascertain that the prospective student benefits from its full range of programmes and positively contributes to the life of the school. Additionally both the parent and the student need to be supportive of the mission and vision of the school. Applicants must meet the school's eligibility criteria to be admitted. To determine **eligibility** École reviews **records from the previous school(s), medical records, confidential references**, and other relevant records or documents. If needed École may request additional documentation in order to determine the suitability of the applicant. Records must be accompanied by translations into English when necessary. The school interviews all families as part of the admission process. Students from grade 2 upwards will sit an entrance test. The Admissions Team then determines eligibility for admission. Admissions to grade 12 will be transfer cases from another IB school as per the subject choices and other relevant information. The student applying to grade 12 will also follow the admissions procedure.

Although English is the language of instruction at École some students may be admitted to the school without complete fluency in the language. All École teachers can support the language acquisition and learning by non-native English speakers. In the Early Years through Grade 1, the needs of students acquiring proficiency in English are accommodated in the regular classroom, while those in Grade 2 and above are offered special ESL support in addition to their regular classroom work. ([Language Policy](#)).

### Admissions grade level placement

While École recognizes that its students come from a wide variety of educational backgrounds, including international and national school systems and a complex range of circumstances, Grade Placement is based on

the Government of Maharashtra regulations. Placement in all grades is determined by age as of December 31st in the academic year of entry as follows:

Entering Grade	Age by December 31st
Playschool	2
Nursery	3
Kindergarten I	4
Kindergarten II	5
Grade 1	6
Grade 2	7
Grade 3	8
Grade 4	9
Grade 5	10
Grade 6	11
Grade 7	12
Grade 8	13
Grade 9	14
Grade 10	15
Grade 11	16
Grade 12	17

### Admissions procedures

- Students have to meet with the school's policy regarding eligibility for admission.
- Where feasible, arrange a visit to the school by setting up an appointment with the admissions office.
- Request an application pack either from the School Office or by applying online
- Submit the completed application form along with all relevant attachments
- An **Interview/Observation** will be scheduled of the students and parents applying from **Playschool to Grade 1**
- An **entrance test** will be scheduled (from entrance into **Grade 2 onwards**)
- On passing the entrance test, the student and parents will be called for an interview.
- The interview will be conducted by the Programme Coordinators / Section Head / Head of School
- Following a successful outcome and a completed interview, the Admissions Office will issue a letter of offer to join the school
- Parents will need to pay the required fees as per the fee schedule within a stipulated period.
- On receipt of the payment, the admissions process is complete and the starting date will be given

Please note

Ø Children who are Indian Residents/OCI & PIO Card Holders at the time of admission will be charged Indian fees.

Ø Children with other passports will be charged NRI fees

**Application pack payment details**

École Mondiale collects an application processing fee for all applications. You can pay this fee by Debit Card, Credit Card, Cash, Cheque, Demand Draft or Net Banking Account. École Mondiale processes your transactions securely via CCAvenue and Citibank. Please note that the fees paid cannot be refunded.

Processing Fees effective from March 01, 2014

- For Indian students (including OCI and PIO card holders), the fee is Rs 10,000/-
- For non-Indian students, the fee is Rs 16,000/-

As a part of the process, parents are required to sign the Agreement which states fee payment details, refund policy details and details of expectations of both parent and child such as the parental support of the school in enforcing its behaviour expectations with regard to students.

The school's decision, based on the decision of the Head of School, is advised as soon as possible thereafter. Parents who receive the letter of invitation will be required to pay the fees within a stipulated period.

*Reviewed approved by the Admissions Team, the Schoolwide Leaders of Learning and the Board on 14/10/2021*