

Admissions Policy



The IB Mission Statement

The International Baccalaureate aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

www.ibo.org

AAGE's Mission Statement

The mission of AAGE is to provide a high quality international education which enables students to become socially responsible citizens, enthusiastic inquirers, and lifelong learners in a challenging and nurturing environment.

CRITERIA FOR ADMISSION AND ADMISSIONS PROCEDURES

We are pleased that you are considering AAGE for your child's education and look forward to working with you in close partnership as members of our learning community.

Student admission to Aarhus Academy for Global Education (AAGE) is open to students of all nationalities who demonstrate the ability to access and benefit from the challenging International Baccalaureate (IB) curriculum. AAGE currently offers the IB Primary Years Programme (PYP) and the IB Middle Years Programme for children between the ages of 3-16. PYP levels 1-3 are housed on the Bushøjvaenget campus in the form of a pre-kindergarten and kindergarten program. PYP levels 4-8 along with the entire MYP Programme are situated at the school's main campus on Dalgas Avenue in the center of Aarhus.

AAGE is an inclusive school and serves the needs of the international community in the Greater Aarhus area. Children of foreign nationals coming to Aarhus for whom the local Danish educational system is not a viable option will therefore have first priority. English is the language of instruction. EAL (English as an Additional Language) support is available and options for children with special educational needs are described later in this document.

Parents whose child is currently enrolled in a Danish "Børnehave" are strongly encouraged to first enroll their child in AAGE's Early Years Programme (PYP1-3). This is due to the fact that the last year of AAGE's kindergarten has the academic level of a "0. klasse" in a Danish school. This will enable their child to have a more successful start when beginning PYP4 which has the academic level of a Danish "1. klasse".

Minimum Age: Please note that children looking to enroll in our PYP1 class may apply for a seat at AAGE from the 1st of the month in which they turn three (3) years.

The Admissions Process

All children looking to become students at AAGE must go through the school's online Admissions system (<https://aage.openapply.com>). The school advises all families seeking admission for their child to apply as early as possible as classes can fill up quickly. AAGE operates on the "first come; first served" basis. The sooner families complete the admissions process, the sooner they can be considered for a place at the school.

AAGE complies with regulations and the provisions of the Data Protection Act in respect to the use of applicant data. The personal data you supply to AAGE will only be used in connection with your application to school.

Applications for admission are accepted throughout the year. Please note that no final official decision on an application can be given until all required and relevant documentation has been received and reviewed by the Admissions Team and the Confirmation Fee has been paid. AAGE may invite your child for an assessment to help determine proper class placement as part of this process. Please consult the step by step description of the Admissions Process which follows.

Note: All communication regarding your child's admission will be written on your child's site in Open Apply. Therefore, be sure to tick the "Receive E-mail Notification" box. By doing this, an email will be sent when AAGE sends you messages.

APPLICATION AND ADMISSIONS PROCESS

(Steps 1-6 must be completed before consideration for a seat can be given.)

1. Go to <https://aage.openapply.com> to start the application and admissions process.
2. Complete and submit the online application. Important: Make sure to enter "Preferred start date".
3. Check the box for the "Fees and Terms" Agreement. Stop. It is absolutely necessary that you first read and study the "Fees and Terms" agreement thoroughly. Make sure you understand what is stated in this document. Checking the box means you have read, understood and agree to AAGE's fees and terms.
4. Submit the "Admissions Screening" form. This document is intended to be completed by the parents/guardians to help the Admissions Team understand each student's educational history.
5. Submit the "Teacher Recommendation" form. This document is to be completed by the previous classroom teacher to help the Admission Team members understand each student's specific academic achievement and performance levels.
6. Complete the "Student Information" form. The three documents you need to have ready before filling out this form are a) scan of your child's most recent school report, b) picture of the student; c) picture of passport (the page with the photo) or picture of "yellow card" (in Danish: sygesikringsbevis).

Review of Application by the Admissions Team

After steps 1-6 are completed, your child's name will be placed on AAGE's intake list and the Admissions Team will review the application. The Admissions Team consists of AAGE's coordinators, the school counselor and the admissions officer. When appropriate, additional members of staff will also be consulted. The Admissions Team has the right to accept or refuse any applicant based on their assessment of the applicant's suitability in light of the educational program AAGE is able to offer.

7. Submission of the Confirmation Fee:

Should the assessment of the application be positive and on the condition that AAGE has a seat available for your child, the Admissions Officer will notify you on Open Apply and ask that a Confirmation Fee of DKK 4,000 (per child) be submitted to hold the seat. Submitting this Confirmation Fee no later than the deadline given by the school after the seat has been offered, secures your child's seat and confirms your child's enrollment.

Please note that this sum of DKK 4,000 represents partial payment of the DKK 8,000 Capital Fee per child and is non-refundable if you choose not to come to AAGE after you have confirmed enrollment of your child.

Should you choose to postpone your child's start date after having been offered a seat, you may risk losing the seat.

If a place is not available around the time of your preferred start date, AAGE will place your child's name on a waiting list and contact you as soon as the school has an available seat for your child.

8. Assessment Screening

Following the receipt of the Confirmation Fee, the school may contact the parent/guardian again in order to schedule an assessment screening for their child. This is so as to ensure proper and appropriate grade placement at AAGE. Upon receipt of the results of this assessment screening, the Admissions Officer will confirm the child's starting date and grade level.

In the event the child's assessment screening indicates that AAGE is not equipped to meet the needs of your child, the Confirmation Fee will be returned in full.

9. Short Term Stays

AAGE accepts students who are only in Aarhus on a short-term basis. Please note, however, that the minimum number of weeks a child must be enrolled as a student at AAGE is eight (8) weeks. Contact AAGE's admissions officer to receive more information in terms of the conditions regarding short term stays at AAGE.

10. Probation Period

All new students as well as returning students enrolled in PYP4-MYP5 are accepted on a probationary basis for a period of two (2) calendar months. During this period, if a family does not feel that AAGE is the right place for their child, the child can be withdrawn from AAGE without further notice or financial penalty on the condition that the month's tuition in which the student is withdrawn has been paid in full. This goes both ways, so if AAGE feels that a student is not a good fit for the school, AAGE may suggest that a child's needs may be served better elsewhere.

SPECIAL EDUCATIONAL NEEDS

In alignment with IB philosophy, AAGE has a strong belief of inclusion and views inclusion as aiming to increase access and engagement in learning for all students by identifying and removing barriers to student success. Inclusion is an ongoing process which responds positively to each individual's unique needs. It is the process of creating a culture of collaboration, mutual respect, support and problem solving. To this same end, AAGE believes in respecting each student's unique and individual development. Children are considered to have special educational needs if they have a cognitive, social, emotional or physical difficulty that calls for special educational provisions to be made for them.

AAGE is currently able to admit and provide for students with mild learning difficulties. This includes students receiving English as an Additional Language (EAL) support, counseling support, regular classroom instruction, and/or slight modifications to the curriculum or to the physical learning environment to accommodate physical, sensory and/or medical needs. This may also include students with or without an Individualized Educational Plan (IEP) who receive differentiated instruction within the regular education classroom. Factors such as the student's age, learning style, cognitive strengths, skills, behavior and individual circumstances are taken into consideration when evaluating the extent of a student's learning needs and their class placement.

At present, AAGE is unable to appropriately provide for students with severe learning disabilities such as severe physical disability, severe learning disabilities, severe social/emotional challenges, etc. AAGE is also currently unable to appropriately provide for students who require services beyond reasonable

accommodation, including significant classroom monitoring, modification of general curriculum, intensive one-to-one support or intensive pull-out support.

Any educational, social/emotional, physical, sensory, or medical needs must be fully disclosed in detail during the admission application process. All academic or psychological reports and/or any additional academic support the applicant is receiving or has received in the past (e.g. achievement or diagnostic assessments, psycho-educational evaluations, IEP, tutoring) should be disclosed at the time of application for admission. Failure to do so may delay the admission's process and may result in a revocation of an offer of admission, or the withdrawal of the student from AAGE.

AAGE may request parent consent to contact previous school administrators and/or teachers to gather additional information needed to inform the student's application. Enrollment of students with special educational needs will be based on the provision that the school has the required support available to meet the student's academic and personal/social needs.

For more information regarding special education needs (SEN), please refer to AAGE's Inclusion Policy which can be found on the school's website under "Admissions".