

Admissions Policy



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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.

AAGE

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 IB curriculum.

AAGE is an inclusive school, and serves the educational needs of the international community in the Greater Aarhus Area. Children of foreign nationals coming to Aarhus for whom the local Danish education system is not a viable option will therefore have first priority.

If you intend for your Danish child to join AAGE for their school years (PYP4 and above) then we strongly encourage for them to join our Early Years Programme first. This is due to the fact that the last year of our kindergarten has the academic level of a *0. klasse* in a Danish school. We want for students to have a 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 3 years.

Placement

AAGE places the students by age. The year the child is born decides the placement, unless there is anything in the previous schooling indicating that the child has been either promoted or held back in the past. The assessment of the child prior to the first day of school will also be used to confirm this placement.

Communication regarding your child's admission

All communication regarding your child's admission will be written on your child's site in Open Apply, so please make sure to tick the "Receive E-mail Notifications" box. This way an email will be sent when AAGE sends you messages.

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 provision 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 Education Plan (IEP) or Accommodation Awareness Plan (AAP) 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 issues, severe autism etc. AAGE is 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 pullout 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) must be disclosed at the time of application for admission. Failure to do so may delay the admissions process, and may result in a revocation of an offer of admission, or the withdrawal of the student from AAGE.

AAGE reserves the right 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 find our SEN policy on our website under admissions.

Probation period (applies only to PYP4-MYP5 students)

All children starting as students in PYP4 – MYP5 automatically have a 3 months' probation period. These months are calendar months. If, during this period, a family does not feel that AAGE is the right place for their child, the child can be taken out of school without further notice. This goes both ways, so if AAGE feels that a student is not a good fit for AAGE, the school may suggest that the child's needs may be served better elsewhere.

Short term stays

At AAGE we accept students who are only in Aarhus on a short term basis. Please note that the minimum number of weeks a child must be a student at AAGE is 6 weeks.

Please contact AAGE's admissions officer to receive more information in terms of the conditions regarding short terms stays at AAGE.

The Admissions Process

All children looking to become students at AAGE must go through our 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 are filling up fast. AAGE goes by the first-come-first-

served principle so the sooner families start the admissions process the sooner they can be offered a seat.

Applications for admission are accepted throughout the year. No official decision on an application is given until all relevant documents have been received and the student has completed the assessment.

A complete application including all relevant documentation as well as the application fee must be submitted before an applicant is considered for a place in the school.

Documents needed:

The following must be submitted and completed before a student is offered a seat:

- Application
- Application fee of 1000 DKK (non-refundable)
- Student Information Form
- Admissions Screening
- Teacher Recommendation Form
- Fees and Terms Agreement
- The most recent school report
- Picture of passport or yellow card (sygesikringsbevis)

The Admissions Process step by step

Please note that step 1-6 must be completed before a seat can be offered.

Go to <https://aage.openapply.com/> to start the admissions process:

1) Submit Application.

Submit the online application. Make sure to put in “Preferred start date”

2) Complete the Student Information Form.

Documents you need to have ready before filling out this form:

- Scan of the your child’s most recent school report
- Picture of the student
- Picture of passport (the page with the photo) or picture of yellow card (in Danish: sygesikringsbevis)

3) Submit the Fees and Terms Agreement.

This step is mandatory and ensures that you have read and understood our fees and terms.

4) Submit Payment of the Application Fee.

Submit payment application fee. This fee must accompany the online application. The amount is per child, non-refundable and covers the placement evaluation and the administrative duties of completing the application.

5) Submit Admissions Screening.

This document is intended to be completed by the parents/guardians to help us understand each student's educational history.

6) Submit Teacher Recommendation Form.

This document is to be completed by the previous classroom teacher to help us understand each student's specific academic achievement and levels.

7) The Admissions Team Reviews the Application.

After the steps 1 - 6 are completed, your child will be placed on our 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.

In case AAGE has a seat available for your child, the Admissions Officer will contact you on OpenApply and ask you to submit the confirmation fee of 3,000 DKK as confirmation that you accept the seat.

The Admissions Team has the right to accept and refuse any applicant based on their assessment of the applicant's suitability.

8) Submitting Payment of Confirmation Fee.

Submitting the confirmation fee no later than the deadline given by the school, secures your child's seat.

The confirmation fee is non-refundable.

If 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, we will put you on our list and get back to you as soon as we have a seat for your child.

9) Assessment.

Upon receipt of the confirmation fee we will contact you again in order to schedule an assessment for your child.

When the assessment has been completed, the Admissions Team will review your child's file again and get back to you regarding your child's start date.

In case your child's assessment indicates that AAGE is unable to meet the needs of your child, the confirmation fee will be returned.