

Pakistan Islamia Higher Secondary School Sharjah, UAE



School Admission and Registration Policy

“Success is knowing your purpose in life, growing to reach maximum potential and sowing seeds that benefit others. To be successful you must stand tall as the sky and as firm as the ground.”

*“Working for Education is privilege
for us”*

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PURPOSE

The purpose of this admission policy is to facilitate admission to this school in a fair and equitable manner.

POLICY INTRODUCTION

Pakistan Islamia Higher Secondary School, Sharjah is the largest Institution in UAE following Pakistani Curriculum. The Total strength of the students in the school at present is above 2500. The school provides education to the students from Grade KG – 1 to Grade 12. The whole admission process is conducted under the rules and regulations as prescribed by Sharjah Private Education Authority (SPEA).

PROCEDURES TO BE FOLLOWED

Since the new academic year starts from April every year, the registration of the candidates begins immediately after the winter vacation that is during the first week of January. The parents can register their wards by visiting the school during the school hours.

SPECIAL EDUCATION NEEDS (SEN) STUDENTS:

Students with mild to moderate special education needs will be considered for admission only and will be offered additional appropriate learning support as required or needed. Parents will arrange qualified shadow teacher (1:1 teaching support) for their child, if required.

INTERVIEWS AND ADMISSION TESTS:

Kindergartens (KG-I & KG-II)

Interviews of the child and the parents are conducted by the Head of KG Section. On the basis of the results of the interviews, an appropriate number of students are selected as per the requirements of each section. For KG – I, only interview is conducted whereas for KG – II, a short written test is also conducted along with the interview.

For Grade I – IX

Admission tests are conducted during the months of February or March in the subjects of English, Urdu and Mathematics (For Grade I to Grade VIII) and in the subjects of English, Urdu, Mathematics and Science for Grade IX. The question papers are prepared by the Head of Departments of each subject and the answer scripts are marked by the respective subject teachers. The best candidates are selected strictly on merit. The list of selected candidates is displayed well before the classes start for the next session.

For Grade X, XI & XII

Since the students of Grade IX, X & XI appear for the Annual Examinations conducted by the Federal Board of Intermediate and Secondary Education (FBISE), Islamabad, so the candidates for the admission to grades X, XI & XII are selected on the basis of their results of the last examinations conducted by FBISE.

The selected students may previously belong to the local schools or they shift from other countries, mostly from Pakistan.

Documents Required for Registration:

The following documents must be provided by the parents at the time of registration.

- A copy of Passport with valid visa for candidate and his Father.
- A copy of Emirates ID for candidate and his Father.

Documents required from selected candidates:

- **Passport Copy with valid visa**
- **Original Emirates ID and its copy**
- **Copy of Vaccination Card**
- **Passport copy with valid visa of father**
- **Copy of Emirates ID of father**

- **Last Result Card** from previous school duly attested from the Principal
- **School Leaving Certificate/Transfer Certificate.**

** If the Student is coming from **Pakistan**, the **Result Card** must be attested by the School's Principal and the **School Leaving Certificate** must be attested from the following authorities.

- District Education Office
- Ministry of Foreign Affairs of Pakistan
- U.A.E Embassy from Pakistan or Ministry of Foreign Affairs of United Arab Emirates.

- Students seeking admissions in class **X, XI or XII** must bring the marks sheets issued by **FBISE**, Islamabad. The students passing their exams from any Education Board other than the FBISE, Islamabad must provide the **migration certificate**.
- The students coming from other curriculum such as **British Curriculum** or **Indian Curriculum** for class XI will have to provide **Equivalence Certificate** issued from **Inter Board Committee of Chairman (IBCC)**, Government of Pakistan. However their admissions will be finalized after the approval of SPEA and the FBISE, Islamabad on the basis of Equivalence Certificate.
- All the students coming from Pakistan or any other country must provide an **Equivalence Certificate from Ministry of Education from UAE by using the following link:**
<https://www.moe.gov.ae/En/EServices/ServiceCard/pages/CertEquivalentMoveInside.aspx>

Merit for Grade IX & Grade XI

The students admitted in Grade IX (Science Groups) and Grade XI (Science Groups) are strictly selected on the basis of their results in Grade VIII and Grade IX & X respectively.

THE CURRICULUM

- The medium of instruction is English. At all times the curriculum will have a well-balanced and effective blend of all subjects to enable the students to select the group at the end of class VIII whether they desire to go for Pre-Medical, Pre-Engineering, Arts or commerce streams.
- The school and college follow the course and syllabi of Oxford and FBISE Islamabad.
- The syllabi undergo constant scrutiny and revision. The Text books are also changed whenever it may seem fit by the syllabi and curriculum committee.

ELIGIBILITY:

The school administration reserves the rights to refuse admission to candidates even if he/she has qualified in the interview, without assigning any reasons.

For seeking admission to a certain class, candidate must be studying in that class or must have passed the previous class at the time of admission.

AGE RESTRICTIONS

Criteria for age of the candidates at the time of Admission

Age limits at the time of admission for the session 2024-25 are as follows:

Class	Date of Birth (Range)	
KG – I	Apr-Dec 2019	Jan-Mar 2020
KG – II	Apr-Dec 2018	Jan-Mar 2019
1	Apr-Dec 2017	Jan-Mar 2018
2	Apr-Dec 2016	Jan-Mar 2017
3	Apr-Dec 2015	Jan-Mar 2016
4	Aug-Dec 2014	Jan-Jul 2015
5	Aug-Dec 2013	Jan-Jul 2014
6	Aug-Dec 2012	Jan-Jul 2013
7	Aug-Dec 2011	Jan-Jul 2012
8	Aug-Dec 2010	Jan-Jul 2011
9	Aug-Dec 2009	Jan-Jul 2010
10	Aug-Dec 2008	Jan-Jul 2009
11	Aug-Dec 2007	Jan-Jul 2008
12	Aug-Dec 2006	Jan-Jul 2007