



## AIU INTERNATIONAL SCHOOL

### APPLICATION FORM FOR ADMISSION

PLEASE READ THE INFORMATION BELOW BEFORE COMPLETING THE APPLICATION FORM  
SILA BACA KETERANGAN DI BAWAH SEBELUM MENGISI BORANG PERMOHONAN

#### STUDENT APPLICATION REQUIREMENT

AGE	LEVEL
5-6	Primary 1
6-7	Primary 2
7-8	Primary 3
8-9	Primary 4
9-10	Primary 5
10-11	Primary 6



## CHECKLIST

Here's a checklist to help you compile the required documents and items for the submission of an application to AIU International School, Alor Setar Kedah, Malaysia.

1. Application for Admission Form Complete an "Application for Admission" form.	
2. Health Record Complete a "Health Record" form. A medical practitioner's endorsement is not necessary. However, if the student has a medical condition that requires attention, please give further details and a recent medical report. Please include information of blood group, immunisation records and parent's signature for consent for First Aid.	
3. Photographs A recent colour passport-size photograph of student, father, mother & guardian (if applicable).	
4. Birth Certificate Please provide a copy of the Student's Birth Certificate with the full particulars including place of birth, parents' names, etc. An extract is not sufficient.	
5. Passport (Non-Malaysian Only) Please include the following pages of each passport: cover, photo, particulars, expiry and visa page of the Student, Father, Mother & Guardian (if applicable). The original must be presented at the time of submission of the application or upon arrival prior to admission.	
6. Identity Card (Malaysians only) A copy of the Student and Parents' IC is required. If the Student has yet to possess an IC, please forward a copy when available.	
7. School Reports & Testimonial An official copy of the most recent year's school report and a testimonial regarding the student's character and ability from the Principal/Class Teacher. If records are in a language other than English, please ensure these are translated into English.	
8. Application Fee A non-refundable Application Fee is required upon submission of an application. Payment can be made in Cash, Cheque or Bank In.	
9. Guardian's Details This is applicable to students who are staying with an appointed Guardian. Parents must provide the School with the Guardian's Photo, Passport/IC copy, contact details, and a letter confirming the appointment.	

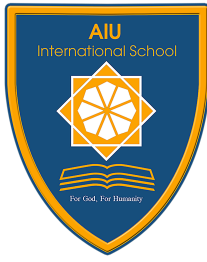
NOTE: AN APPLICATION IS COMPLETE WHEN THE ADMISSIONS OFFICE RECEIVES ALL OF THE ABOVE.

I have attached all required documents.

Signed : \_\_\_\_\_

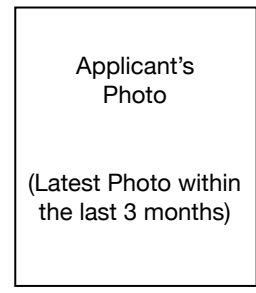
Name : \_\_\_\_\_

Relationship : \_\_\_\_\_



# AIU INTERNATIONAL SCHOOL

~ FOR GOD, FOR HUMANITY ~



KINDLY COMPLETE ALL SECTIONS OF THE FORM ACCURATELY AND PLEASE USE BLOCK LETTERS THROUGHOUT.

## SECTION A : STUDENT'S DATA (AS IN PASSPORT / IC)

First name : \_\_\_\_\_ Middle Name: \_\_\_\_\_

Surname : \_\_\_\_\_

Date of Birth: \_\_\_\_\_ DD \_\_\_\_\_ MM \_\_\_\_\_ YY      Gender:  Male  Female

Nationality: \_\_\_\_\_ Religion: \_\_\_\_\_

Country of Birth: \_\_\_\_\_ Ethnicity (Malaysian Only): \_\_\_\_\_

Passport No. \_\_\_\_\_ Birth Cert No. \_\_\_\_\_

Date of Issue: \_\_\_\_\_ IC No. (Malaysian Only) \_\_\_\_\_

Date of Expiry: \_\_\_\_\_

Home Language: \_\_\_\_\_ How long has your child been studying English: \_\_\_\_\_ years

Other Spoken Languages: \_\_\_\_\_

Applicant resides with:  Both Parents  Father  Mother  Others: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Tel No. \_\_\_\_\_

\_\_\_\_\_ Mobile No. (If any) \_\_\_\_\_

\_\_\_\_\_ Email Address (If any) \_\_\_\_\_

## SECTION B : SIBLINGS

Siblings are - applying into - or currently in - AIU International School :

1. Name : \_\_\_\_\_ Year: \_\_\_\_\_

2. Name : \_\_\_\_\_ Year: \_\_\_\_\_

3. Name : \_\_\_\_\_ Year: \_\_\_\_\_

4. Name : \_\_\_\_\_ Year: \_\_\_\_\_

## SECTION C : PARENTS DATA

Attention bills and correspondence to  Father  Mother  Guardian Send to  Home Address  Work Address

### FATHER

Title \_\_\_\_\_ Nationality \_\_\_\_\_ Priority to contact for school matters  1<sup>st</sup>  2<sup>nd</sup>  
(eg. Tan Sri / Dato)

First name : \_\_\_\_\_ Middle Name: \_\_\_\_\_ Surname : \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email Address: \_\_\_\_\_

Passport / IC No. \_\_\_\_\_

Occupation / Position \_\_\_\_\_

Company Name \_\_\_\_\_

Work Address \_\_\_\_\_

Work Tel No. \_\_\_\_\_ Work Fax No. \_\_\_\_\_

Home Address \_\_\_\_\_  
(if different from child's home address)

Father's  
Photo

\*please provide a colour  
photograph with a  
white background

### MOTHER

Title \_\_\_\_\_ Nationality \_\_\_\_\_ Priority to contact for school matters  1<sup>st</sup>  2<sup>nd</sup>  
(eg. Mdm, Mrs, Ms, Puan Sri, Datin)

First name : \_\_\_\_\_ Middle Name: \_\_\_\_\_ Surname : \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email Address: \_\_\_\_\_

Passport / IC No. \_\_\_\_\_

Occupation / Position \_\_\_\_\_

Company Name \_\_\_\_\_

Work Address \_\_\_\_\_

Work Tel No. \_\_\_\_\_ Work Fax No. \_\_\_\_\_

Home Address \_\_\_\_\_  
(if different from child's home address)

Mother's  
Photo

\*please provide a colour  
photograph with a  
white background

PARENTS' MARITAL STATUS  Married  Divorced  Separated  Widowed  Other \_\_\_\_\_  
(please specify)

### STEPPARENT

### GUARDIAN

Title \_\_\_\_\_ Nationality \_\_\_\_\_ Priority to contact for school matters  1<sup>st</sup>  2<sup>nd</sup>  
(eg. Mr, Mrs, Dr)

First name : \_\_\_\_\_ Middle Name: \_\_\_\_\_ Surname : \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email Address: \_\_\_\_\_

Passport / IC No. \_\_\_\_\_

Occupation / Position \_\_\_\_\_

Company Name \_\_\_\_\_

Work Address \_\_\_\_\_

Work Tel No. \_\_\_\_\_ Work Fax No. \_\_\_\_\_

Home Address \_\_\_\_\_  
(if different from child's home address)

StepParent/  
Guardian's  
Photo

\*please provide a colour  
photograph with a  
white background

### EMERGENCY CONTACT (if persons listed above are not reachable in case of an emergency)

First name : \_\_\_\_\_ Middle Name: \_\_\_\_\_ Surname : \_\_\_\_\_

Relationship to student \_\_\_\_\_ Home/Work Tel \_\_\_\_\_ Mobile \_\_\_\_\_

## SECTION D : SCHOOL HISTORY

1. Has the student been placed out of the age group for his/her age ? YES  NO   
If YES, please give details \_\_\_\_\_
2. Has the student been involved in serious disciplinary action ? YES  NO   
If YES, please give details \_\_\_\_\_
3. Does the student have any physical disabilities, learning difficulties or psychological needs ? YES  NO   
If YES, please give details \_\_\_\_\_
4. Has the student received any learning support ? YES  NO   
If YES, please give details \_\_\_\_\_
5. Has the student been in an English as a Second Language Programme ? YES  NO   
If YES, please give details \_\_\_\_\_
6. Has the student have any special skills or interest (sports, music, drama, dance, art, etc.) ?  NO   
If YES, please give details \_\_\_\_\_
7. Has the student represented his/her school in sports or any other events ? YES  NO   
If YES, please give details \_\_\_\_\_
8. Friendship patterns  Makes friends easily and quickly  Is initially shy with people  
 Prefers a small group of friends  Seems to prefer older children  
 Has difficulty making friends  Seems to prefer younger children
9. Any other information you would like the School or Class Teacher to take note about the student :  
\_\_\_\_\_

## SECTION E : PAYMENT INFORMATION

- Attention bills to  Father  Mother  Guardian  Other \_\_\_\_\_
- Billing Address  Home  Work  Other \_\_\_\_\_
- Fees are paid by  Parents  Parent's Employer  Grandparents  Guardian  Other \_\_\_\_\_

All monies or qualified deposit refundable under the terms and conditions governing enrolment and admissions shall be made payable in cash, cheque or bank in through:

Bank Name : Bank Muamalat Sdn, Bhd.  
Account Name : AIU ILMU Sdn. Bhd.  
Account Number : 0206 0000 751717

**SECTION F : MEDICAL AND HEALTH RECORD**

**MEDICAL CONCERNS**

PLEASE COMPLETE FORM ACCURATELY, IF QUESTIONS ARE NOT APPLICABLE, PLEASE INDICATE APPROPRIATELY. FAILURE TO DISCLOSE ACCURATE INFORMATION ABOUT YOUR CHILD'S MEDICAL HISTORY MAY RESULT IN UNNECESSARY DELAY WHEN SEEKING EMERGENCY MEDICAL TREATMENT.

Allergies  Yes  No If Yes, please explain : \_\_\_\_\_

\_\_\_\_\_

Asthma  Yes  No If Yes, please explain : \_\_\_\_\_

\_\_\_\_\_

Diabetes  Yes  No If Yes, please explain : \_\_\_\_\_

\_\_\_\_\_

Epilepsy  Yes  No If Yes, please explain : \_\_\_\_\_

\_\_\_\_\_

Others  Yes  No If Yes, please explain : \_\_\_\_\_

\_\_\_\_\_

**PERMISSION FOR EMERGENCY CARE**

I hereby give permission for emergency measures to be initiated in the case of a serious injury or illness, including ambulance transportation to a hospital, with the understanding that I will be contacted as soon as possible. (In the event of an emergency, learner will be taken to the nearest hospital.)

Signature of Parent / Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Mobile No. \_\_\_\_\_ Home No. \_\_\_\_\_ Office No. \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Mobile No. \_\_\_\_\_ Home No. \_\_\_\_\_ Office No. \_\_\_\_\_

If either parent is not reachable, call (Name): \_\_\_\_\_

Relationship to student: \_\_\_\_\_ Contact No. \_\_\_\_\_

EMERGENCY CONTACT

**SPECIAL REQUIREMENTS**

Due to religious/health issues, I would like to request the following :

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## SECTION G : HOME - SCHOOL AGREEMENT

As parent or guardian, I will support my child and the school by :

- Ensuring my child is prepared for school
- Sending my child to school by 7:30 am in uniform and with the correct equipment.

Attendance and punctuality

- Making sure my child attends school on time each day
- Letting the school know straight away of any absence
- Seeking consent from school for pre-arranged absences and avoiding family holidays in school time wherever possible

Learning at school and home

- Taking an interest in my child's work
- Encouraging my child to always do their best
- Making sure my child does the set homework
- Checking my child's contact book / homework diary regularly and signing it weekly
- Supporting my child's participation in all areas of the curriculum

Behaviour

- Encouraging my child to have high standards of behaviour at all times
- Supporting the school if sanctions are necessary
- Encouraging my child to treat everyone with respect at all times

Technology

- Supporting the school's policies by ensuring my child only uses technologies, including phone and the internet (social networking and e-mail) in a positive manner in school and at home
- Having an awareness of my child's social networking profiles and use
- Ensuring my child has his/her own iPad that is registered with Apple, up-to-date, and brought to School fully charged each day; and to use it as a learning tool appropriately and according to the Student iPad Acceptable Use Policy

Pastoral Support

- Letting the school know of anything likely to affect my child's learning such as medical concerns or changes to home circumstances.
- Ensuring that appropriate care is provided for a child should their parents be away from home, this includes providing the school with contact details of the assigned responsible adult in their absence.
- Helping my child develop independence and resilience in school by avoiding contact during the school day.
- Protecting and nurturing my child's emotional development by supporting the school's policy of non-physical punishment.

Communication with School

- Attending Parent / Teacher Conferences and other relevant meetings.
- Reading letters / e-mail communications from school and reply as requested.
- Ensuring that I am actively using Smartclass as a way to keep track on my child's progress in school • Communicating with the school in an open and positive manner.

Education Outside the Classroom

- Actively encouraging my child to take advantage of the CCA opportunities available • As far as possible supporting events that the school is involved in.
- Committing to participation in all school activities and events.

Safety and Security

- Observing the safety and security procedures operated by the school, including car stickers at all times on site and driving, dropping off and parking appropriately
- Ensuring my child understands how they are getting home and are clear on the supervision procedures for the end-of-the-day

