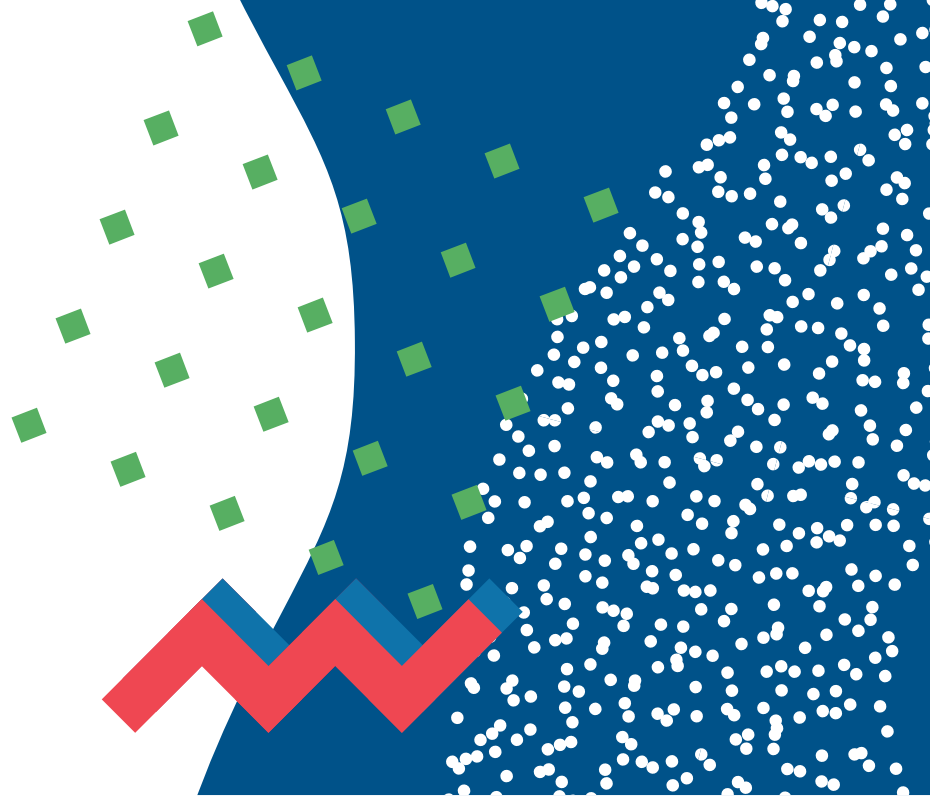




iCADEMY
MIDDLE EAST

The American Online School

APPLICATION FORM SY2020/2021



STEP 1: APPLY AND SUBMIT THE FOLLOWING DOCUMENTS

FULL-TIME UAE RESIDENT STUDENTS ONLY

- Completed Application Form
- Copy of student's passport
- Copy of UAE residency visa
- Copy of Emirates ID (Student and Parent)
- Copy of the most recent school report as well as the previous academic year (mandatory for grades K-8)
- Official Transcripts (mandatory for grades 9,10,11,12)
- 1 x passport size photograph of the student
- Original transfer certificate from previous school (Outside UAE)
- Original Leaving Certificate for UAE based students
- Copies of any health and medical assessments - Learning Center only
- AED 1000 non - refundable registration fee

Please note for KHDA registration purposes we need one parent to come to the office in Dubai Knowledge Park to scan their card and their child's Emirates ID.

FULL-TIME OVERSEAS STUDENTS ONLY

- Completed Application Form
- Copy of student's passport
- Copy of the most recent school report as well as the previous academic year (mandatory for grades K-8)
- Official transcripts (mandatory for grades 9,10,11,12)
- Original transfer certificate from previous school (mandatory for grades 2-12)
- AED 1000 non - refundable registration fee

PART-TIME STUDENTS ONLY (Students enrolled in individual courses)

- Completed Application Form
- Copy of student's passport
- AED 500 non - refundable registration fee

STEP 2: COMPLETE PAYMENT OF TUITION FEE

Payments can be made via cash, cheque, or by credit card in person at our Dubai Knowledge Park office or online via our website.

STEP 3: PLACEMENT CONFERENCE

After you have completed step 1 your Enrollment Counselor will work with you to determine your student's course level and assign courses accordingly.

Once again, we are very pleased that you have decided to enroll with iCademy Middle East. We warmly welcome you to our school. In order to ensure the enrollment process flows as efficiently as possible, we appreciate your prompt attention to the steps outlined above.



PERSONAL INFORMATION

STUDENT

First Name:

Family Name:

Gender Male Female

Date of Birth:

Nationality:

Country of Birth:

Home language(s):

Religion:

Ethnicity: Asian Emirati White African
 Multi-racial Middle Eastern Other Hispanic or Latino

PLEASE TICK THE LEVEL OF ENGLISH PROFICIENCY WHICH BEST DESCRIBES YOUR CHILD

Beginner Elementary Confident Fluent Native

Address in Country of Residence:

City: Country:

PO Box:

Student Email:

Student Mobile: Home Phone:

Enrolling for: 1 Full Academic Year 1 Semester Individual Courses

Enrollment Reason:

How did you hear about us?

Were you referred by an existing family, please specify?

PARENT OR LEGAL GUARDIANS DETAILS

FATHER'S DETAILS

First Name:	<input type="text"/>	Family Name:	<input type="text"/>
Nationality:	<input type="text"/>	Employer:	<input type="text"/>
Occupation:	<input type="text"/>	Work Phone:	<input type="text"/>
Email Address:	<input type="text"/>	Mobile:	<input type="text"/>

MOTHER'S DETAILS

First Name:	<input type="text"/>	Family Name:	<input type="text"/>
Nationality:	<input type="text"/>	Employer:	<input type="text"/>
Occupation:	<input type="text"/>	Work Phone:	<input type="text"/>
Email Address:	<input type="text"/>	Mobile:	<input type="text"/>

GUARDIAN'S DETAILS *(If Applicable)*

First Name:	<input type="text"/>	Family Name:	<input type="text"/>
Nationality:	<input type="text"/>	Employer:	<input type="text"/>
Occupation:	<input type="text"/>	Work Phone:	<input type="text"/>
Email Address:	<input type="text"/>	Mobile:	<input type="text"/>

EMERGENCY CONTACT DETAILS

First Name:	<input type="text"/>	Family Name:	<input type="text"/>
Email Address:	<input type="text"/>	Mobile:	<input type="text"/>

LEARNING COACH DETAILS

PLEASE CONFIRM THE LEARNING COACH (for more details about the role, please refer to page 8)

MOTHER FATHER GUARDIAN * If others please provide details

First Name:	<input type="text"/>	Family Name:	<input type="text"/>
Email Address:	<input type="text"/>	Mobile:	<input type="text"/>

ACADEMIC INFORMATION (Appendix - Age and grade comparison reference sheet - Pg. 10)

Current Grade:

Grade Applying for

Current Curriculum:

Preferred start date:
(refer to Pg. 12)

Previous School	Year / Grade	From	To

Phone number:

Email:

Has your child received additional support for any of the following?

Speech and Language Spelling and/or Phonics Social and Emotional
 Reading Writing Mathematics
 Physical difficulties including fine/gross motor skills

Has your child been assessed for a Special Educational Need or Disability (SEND) Yes: No:

Has your child been assessed by (*if yes) please supply a report by:

Occupational Behavioural Therapist Speech and Language Educational Therapist
 Therapist (OT) (Including ABA) Therapist

Is your child gifted and talented? If so in which areas?

Please provide any further information in relation to circumstances or needs which may affect your child's learning ability (for example personal, health etc.)

KHDA - FOR UAE RESIDENTS ONLY

I wish for my child to be registered with the KHDA: Yes: No:

KHDA Courses will be uploaded accordingly. The KHDA courses include: (Non) Native Arabic/ UAE Social Studies/ Moral Studies /Islamic (if you are Muslim)

If No , please complete the below:

Please read the below "I understand" statements and sign below:

- I understand that my child will not be registered with KHDA (Knowledge and Human Development Authority)
- I understand that my child will not receive a letter from KHDA in order to renew the UAE visa.

- I understand that my child if graduating from iCademy Middle East are not guaranteed admittance to UAE government universities. Diplomas earned through iCademy Middle East are accredited by NEASC.
- Students who are not registered with KHDA may need to apply to university/college like any other student who is originating from high school in the Unites States.

- I understand that my child will not be issued a TC (Transfer Certificate) when exiting iCademy Middle East in order to transition in to another UAE based Public or Private School.
- I understand that my child will not be able to participate in UAE based Arabic, Islamic studies and Social studies supplemental curriculum.

- I understand it may be difficult or impossible to register my child with KHDA in the future if I choose to decline registering at this time

I/WE have read and understood the above statements

Please tick box:

Parent / Guardian's

Name & Signature: _____

Date:



MINISTRY OF EDUCATION EQUIVALENCY - Applies for Grade 12 and UAE Students Only

Student Name: _____ مہسا بلاظلا

Date: _____ خیراتلا

School Year: _____ مہسلا تہیساردلا

Important to know:

I understand that my child (if graduating from the iCademy Middle East) is not guaranteed admittance to (UAE) government universities or private universities. iCademy Middle East student graduates are ineligible to seek equivalency diplomas in the UAE, the equivalency diploma is needed in order to attend universities within the United Arab Emirates as well as required by the Ministry of Higher Education when attesting university coursework.

ماہ / مہینتہ:

تاعماجلا و ا تہموکحلا تاعماجلا فی لوبقلا تسبیا لہیم ہماک یا نہ مہرختہ دذہ کتنبہ / کتنبہ ن امضہ یا کاندہ سبہ مہنادہ مکملہ دوز نا شید تاداعملہ تاداہشلا ی اذہ لوصحلہ نیلہوم ریغ تسبیا لہیم ہماک یا بلاظن ابہ املعہ ہتحتملہ تہیرعلا تاراملہ املود فی فصاخلا ہتحتملہ تہیرعلا تاراملہ املود فی تاعماجلا ضعبہ فی لوخذلہ تہررضہ تاداعملہ ہدہ

Parent Name: _____ رملأا یلو مہسا

Parent Signature: _____ عیقوتلا

Date: _____ خیراتلا

DECLARATION

<p>Release of Records I/We consent to the formal approval for the release of all official school report records.</p>	Please tick	<input type="checkbox"/>
<p>Learning Coach Responsibility I/We have read and understood the learning coach responsibilities on page 9.</p>	Please tick	<input type="checkbox"/>
<p>Refund Terms and Conditions I/We have read and understood the payment terms and conditions outlined in iCademy Middle East Handbook.</p>	Please tick	<input type="checkbox"/>
<p>Photography Please tick the box if you do not wish your child to be photographed.</p>	Please tick	<input type="checkbox"/>
<p>Grade Comparison I hereby confirm that I understood the grade comparison chart on page 10.</p>	Please tick	<input type="checkbox"/>
<p>FAQs I hereby confirm that I have read the FAQs that was sent to me by email.</p>	Please tick	<input type="checkbox"/>

NCAA ELIGIBILITY

<p>Is your child a college-bound student athlete? If they are planning to attend higher education in the US, will they register with NCAA for eligibility? If yes, please tick the box.</p>	Please tick	<input type="checkbox"/>
---	-------------	--------------------------

Father's / Guardian's

Signature _____ Date:

--	--	--	--	--

Mother's / Guardian's

Signature _____ Date:

--	--	--	--	--

LEARNING COACH ROLES AND RESPONSIBILITIES

Here's a handy chart to give you an overview of the roles and responsibilities for each person involved in your student's individualized education:

LOWER SCHOOL (GRADE KG TO 5)					
LEARNING COACH / PARENT		STUDENT			EDUCATORS
DAILY COMMITMENT	TYPICAL WEEKLY ACTIVITIES	HOURS OF SCHOOLING	COMPUTER TIME	SCHEDULING OF FLEXIBILITY	INSTRUCTIONAL SUMMARY
<ul style="list-style-type: none"> • Strong oversight required. • Average: 3 to 6 hours 	<ul style="list-style-type: none"> • Assists with lessons. • Monitors comprehension and oversees daily schedule. • To support the student with printing, saving and submitting of assignments. • Attends teacher conferences 	<ul style="list-style-type: none"> • Average: 4 to 6 per day 	<ul style="list-style-type: none"> • 50%–60% • Attends some online teacher-led sessions. • Much of the work can be done offline with printable worksheets, reading, and writing assignments available 	<ul style="list-style-type: none"> • Different levels of pacing based on ability. • Learning Coach has some flexibility to modify schedule 	<ul style="list-style-type: none"> • One homeroom teacher oversees learning. Some courses may use a team-teaching approach. Online lessons and work graded by teachers. • Administrators support academic goals and quality. • Students have subject-specific teachers
MIDDLE SCHOOL (GRADE 6 TO 8)					
<ul style="list-style-type: none"> • Varies based on student's independence. • Average: 2 to 4 hours 	<ul style="list-style-type: none"> • Monitors comprehension communicate with teachers. • Encourages independent learning. • To support the student with printing, saving and submitting of assignments. • Attends teacher conferences 	<ul style="list-style-type: none"> • Average: 4 to 6 per day 	<ul style="list-style-type: none"> • 60%–75% • A mix of online and offline work. • Attends regular online teacher-led sessions 	<ul style="list-style-type: none"> • Students follow the school schedule; pacing calendars are provided to keep students on track; all work is due by semester end 	<ul style="list-style-type: none"> • Academic Advisor monitors overall progress. • Administrators support academic goals and quality
HIGH SCHOOL (GRADE 9 TO 12)					
<ul style="list-style-type: none"> • Varies based on student's independence. • Average: 1 to 2 hours 	<ul style="list-style-type: none"> • Supports student independence • Monitors grades and progress. • Logs attendance 	<ul style="list-style-type: none"> • Average: 5 to 7 per day 	<ul style="list-style-type: none"> • 75% • Most learning takes place online. • Attends regular online teacher-led sessions 	<ul style="list-style-type: none"> • Students follow the school schedule and pacing calendar; all work is due weekly with some flexibility based on the course Permanent Zero calendar 	<ul style="list-style-type: none"> • Students have subject-specific teachers • Academic Advisor monitors overall progress; counselor assists with college/career planning. • Administrators support academic goals and quality

APPENDIX – AGE AND GRADE COMPARISON

AGE	UK CURRICULUM YEAR	AMERICAN CURRICULUM GRADE
WE ACCEPT STUDENTS FROM THE AGE OF 5 (KG) TO GRADE 12		
5	Year 1 – Primary School	Kindergarten
6	Year 2	1 st Grade
7	Year 3 – Junior School	2 nd Grade
8	Year 4	3 rd Grade
9	Year 5	4 th Grade
10	Year 6	5 th Grade
11	Year 7 – Secondary School	6 th Grade – Middle School
12	Year 8	7 th Grade
13	Year 9	8 th Grade
14	Year 10	9 th Grade – Freshman HS
15	Year 11	10 th Grade – Sophomore
16	Year 12 – Lower 6 th	11 th Grade – Junior Year
17	Year 13 – Upper 6 th	12 th Grade – Senior Year

"iCademy Middle East is a high quality, online and blended learning school for students from all over the world. It is our goal to provide personalized education for students with a wide range of academic strengths and interests."



PAYMENT AND REFUND TERMS

1. PAYMENT: CONTACT DETAILS

Registration Fee: iCademy Middle East requires payment of a non-refundable registration fee. This Registration Fee must be paid in full in order to progress in the enrollment process with the iCademy.

Tuition: iCademy Middle East requires payment of 1) Tuition in full, or 2) Down payment if payment plan option is selected (for full time enrollment only). Tuition must be paid in full in order to receive a transcript or diploma from the iCademy.

The following payment options are available:

- **CASH** – To be presented in our office in Knowledge Village
- **CHEQUE** – Made out to iCademy Middle East FZ LLC. Presented in person or via courier
- **CREDIT CARD** – We accept major Visa and Mastercard.
- **ONLINE PAYMENT** (AED only) – using credit/debit card to this link: <https://icademymiddleeast.com/pay-your-tuition/>
- **DIRECT DEPOSIT** – Citibank Wafi Branch
Account Name: iCademy Middle East FZ LLC Account #: 0201930006
IBAN: AE440211000000201930006 Swift Code: Citiaead

2. PAYMENT RETURNS:

Bounced Checks: All bounced checks will be subject to an administrative fee of AED500

Online Access Lock: If a payment has bounced, online course access will be cut within 10 days, unless a payment replacement has been made.

Withdrawal: The student will automatically be withdrawn from the system after 30 calendar days from course lock

3. REFUND POLICY (As per KHDA guidelines):

Refund Policy: In order to be eligible for a refund, a parent or guardian must provide written notification to iCademy Middle East, requesting to drop a course or withdraw the child from the school. It is also recommended that the student's teacher or academic coach is contacted to discuss the reason for the course drop or program withdrawal. Refunds are calculated based on the "Withdrawal Date" which is the postmark and/or electronic imprint date on the written notification. Specific information on percentages available for refund is outlined:

Less than 15 days from start date = 10% of FULL YEAR tuition fee will be charged

Day 16-30 from start date = 20% of FULL YEAR tuition fee will be charged

Day 31 onwards from start date = 1 full semester tuition fee

For Promotion Tuition Fees Only: If you avail the Promo tuition fees and already paid the 1st installment or full payment = 20% of FULL YEAR tuition fee will be charged.

**Payment refund can take 15-30 business working days*

***Registration and admin fees are NON-REFUNDABLE*

**** Refunds will be done only through the original mode of payment*

FALL START DATES 2020

Cohort	Documentation & Tuition Deadline	Semester/ Course Start Dates	Semester/ Course Semester End Dates
August	August 5, 2020	August 19, 2020	January 14, 2021
September	August 19, 2020	September 2, 2020	February 10, 2021
	September 2, 2020	September 16, 2020	
October	September 30, 2020	October 14, 2020	March 9, 2021
November 75-Day Condensed	October 21, 2020	November 4, 2020	March 9, 2021

SPRING START DATES 2021

Cohort	Documentation & Tuition Deadline	Semester/ Course Start Dates	Semester/ Course Semester End Dates
January	December 30, 2020	January 13, 2021	June 9, 2021
	January 13, 2021	January 27, 2021	
February	January 20, 2021	February 3, 2021	June 30, 2021
	February 3, 2021	February 17, 2021	
March	March 3, 2021	March 17, 2021	August 4, 2021
April 75-Day Condensed	March 30, 2021	April 13, 2021	August 4, 2021

Summer School 2021 (High School 21-Day Condensed Calendar)

Summer Term 1 (Semester 'A' Courses): June 13 - July 11, 2021

Summer Term 2: (Semester 'B' Courses) July 12 - August 9, 2021

"iCademy Middle East is a high quality, online and blended learning school for students from all over the world. It is our goal to provide personalized education for students with a wide range of academic strengths and interests."



FOR INTERNAL USE ONLY:

Grade applied for:

Part-time/ Full-time:

Start Date:

KHDA:

Please tick applicable box:

Learning Center

Online iCad+ 2 days 3 days 4 days Full-Time

Outreach B2B Summer School