



KIS Vision - TO BE A CARING, IMPACTFUL COMMUNITY THAT EXCELS IN LEARNING AND IN LIFE.

KIS Mission - THE **KIS** COMMUNITY NURTURES A GROWTH MINDSET THROUGH A HOLISTIC EDUCATION THAT CONNECTS CULTURES

6.2 Admissions

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1. Philosophy

Kazakhstan International School serves the educational needs of both the international and local communities in the Almaty area. Admission is open to all students who in the school's opinion will benefit from a stimulating, international, English-language education which prepares them for higher education and a life of challenge, change and purpose. KIS admits students whose academic, personal, social and emotional needs can be met by the school's programs and services.

KIS is committed to the principle of equal opportunity in education. The school does not discriminate against students on the bases of race, color, gender, religion, national or ethnic origin in the administration of its educational or admissions policies. For the purposes of admission we may take into account factors including an applicant's prior educational and linguistic background, in order to fulfill the school's mission of providing education in English to the local and international community.

2. Eligibility requirements

A. Language

English is the language of instruction in all grades. The ability to access the curriculum successfully within a reasonable time and to thrive in our English-medium learning environment are the guiding principles for admission to the school. KIS teachers are trained to support language acquisition and learning by non-native English speakers. Additional EAL support is also available for students within the classroom. While students with minimal English *may* be accepted, the school places them accordingly:

- In the younger elementary grades, immersion in the English language curriculum is usually sufficient for children to quickly develop proficient English language skills. On this basis children may be admitted to the Early Years program (ages 2.5 to 5) regardless of their English level proficiency and no further EAL support is provided.
- In Grades 1-10 children are given an assessment in English Language proficiency. Admission and placement is based on the potential for the student to benefit from the KIS curriculum and the capacity of the school to meet the educational needs of the applicant.

B. Academic achievement

KIS offers a stimulating and challenging academic program. We accommodate students with a range of academic abilities, provided they are able to access and benefit from our curriculum. This decision is made after reviewing evidence from the student's records and teacher recommendations. If there are discrepancies between the information gathered and the student's performance in a grade, we allow a period of up to 8 weeks in which to carry out further assessments to determine the appropriate grade placement.

3. Inclusion

While we aim to be as inclusive as possible, KIS does not have the specialized facilities and resources needed to cater for students with significant learning, physical, social, and emotional difficulties. In particular, we are not able to accommodate students requiring sustained, one-on-one, individualized learning support. Admission decisions regarding students with mild social, emotional or learning needs are based on testing and consultations with relevant staff, the parents and the principal. If the school determines that we are not able to accommodate a child's particular needs, we will endeavor to direct parents to more suitable options.

Families wishing to apply to KIS should contact the Admissions Officer to request an application package. Every effort is made to meet the demand for places. KIS accepts students of all nationalities, and we seek to maintain a balanced, multicultural student community. The order of priority for admission is:

1. Returning students in good standing who have completed re-registration by April 1st of the current academic year.
2. Siblings of returning students in good standing who have completed the registration guidelines by April 1st of the current academic year.
3. Other students, with priority given to those with high levels of academic attainment and English proficiency.

Parents are required to provide the school with all relevant educational and medical information about their children. It is also recommended that expatriate parents check with their family doctor regarding essential immunizations before coming to Almaty. An updated immunization record is required for admissions to KIS. A general health check is also required. No student can be accepted until the school has received all necessary application documentation and payments.

Once the application is complete, and if acceptance is granted, parents are required to:

1. agree to support the school's procedures and requirements by signing a contract;
2. fulfill all financial obligations;
3. comply with the school rules and regulations as outlined in the Parent-Student Handbook and the KIS Board Policy Manual.

The school reserves the right to determine placement of the applicant in the grade or subjects judged most appropriate for the students' experience and age. The school also reserves the right to discontinue a student's enrolment at any time.

4. Placement

Grade level placement is primarily determined by the student's age by September 30, together with reports from previous schools. English as an Additional Language (EAL) students will be assessed before or during their first week in school and placed on the EAL

list for that grade. It is particularly important that the school be given all records documenting any special educational needs. A student may be placed on academic probation for a period of up to 8 weeks to assess his or her ability to succeed in the academic program. Verification of age and copies of previous school records (if applicable) are required prior to enrolment.

Admissions Placement by Age at KIS

KIS class	Age at Sept 30*	USA equivalent	UK equivalent	Kazakhstan equivalent
Pre-Kindergarten 3	3 yrs	Pre-school	-----	-----
Pre Kindergarten 4	4 yrs	Pre-Kindergarten	Reception	-----
Kindergarten	5 yrs	Kindergarten	Year 1	Kindergarten
Grade 1	6 yrs	Grade 1	Year 2	Preparatory group or Grade 0
Grade 2	7 yrs	Grade 2	Year 3	Grade 1
Grade 3	8 yrs	Grade 3	Year 4	Grade 2
Grade 4	9 yrs	Grade 4	Year 5	Grade 3
Grade 5	10 yrs	Grade 5	Year 6	Grade 4
Grade 6	11 yrs	Grade 6	Year 7	Grade 5
Grade 7	12 yrs	Grade 7	Year 8	Grade 6
Grade 8	13 yrs	Grade 8	Year 9	Grade 7
Grade 9	14 yrs	Grade 9	Year 10	Grade 8
Grade 10	15 yrs	Grade 10	Year 11	Grade 9
Grade 11	16 yrs	Grade 11	Lower 6th	Grade 10
Grade 12	17 yrs	Grade 12	Upper 6th	Grade 11

*the current year

[Special requirements for DP Admissions](#)

5. Timing of Admission into the school

KIS will take applications for enrollment at any time during the school year. Most new enrolment occurs at the beginning of the calendar year or academic year.

6. Testing Procedures

This policy is to be used to assess a prospective student's ability to access the KIS curriculum. The three main outcomes of this assessment will be:

1. The student does not qualify to join KIS.
2. The student may enroll at KIS but will require EAL/Learning support.
3. The student may enroll at KIS and will not require EAL/Learning support.

If the student requires support, a meeting will be held to explain the level of support the school can provide.

A. CAT4

Prospective students should first complete a CAT4 test. The results of the CAT4 test will give the students a score for the four sections: verbal, quantitative, non-verbal and spatial.

If the average score from the quantitative, non-verbal and spatial sections of the CAT4 is below ninety then **the student will not be allowed to enroll at KIS.**

If the student's average score for the quantitative, non-verbal and spatial sections of the CAT4 is ninety or above but the score from the verbal section is ninety or below, then **the student must next complete an EAL Placement Assessment.**

If the student's average score for the quantitative, non-verbal and spatial sections of the CAT4 is ninety or above, and their verbal score is also above ninety, then **the student will be admitted to KIS without needing EAL support.**

B. EAL Placement Assessment

There are three sections to the EAL Placement Assessment:

1. WIDA testing in the Elementary School and Oxford Testing in the Secondary
2. Interview with either the Curriculum Coordinator or the Divisional Principal

Students will be provided with either face to face or online opportunities to be assessed and interviewed. Families will be encouraged to visit the school to be able to do face to face testing and interview.

C. Interview

Students will be interviewed by either the Curriculum Coordinator or Divisional Principal. This interview is conducted to determine if the student is a good fit for KIS. The Coordinator or Principal will ask a variety of questions to help determine their social skills, thinking skills and other skills that will enable the student to be successful.

D. Independent Writing

The student must complete a short writing task. An adult may help the student to understand the instructions but the writing must be completed independently, without the use of a dictionary or translation device.

Elementary students will do this as part of the WIDA assessment
Secondary students should use this [writing task](#).

The CEFR level for the writing task should be recorded on the [EAL Assessment Record](#) spreadsheet.

Acceptance of the student is conditional on the results of the assessment with the EAL teacher and the interview with Coordinator or Principal. Upon acceptance the family needs to provide the school financial and medical requirements of joining a school in Kazakhstan.

7. Scholarship Programs and Parameters

A. KIS Founder's Scholarship

The KIS Founder's Scholarship is awarded to one outstanding student each academic year. If there is no suitable candidate in a given year, no scholarship will be awarded.

a. Aim

The aim of the Founder's Scholarship is to recognise and reward students who exemplify the KIS motto, *More than Academics*, by excelling in both academic achievement and contribution to school life beyond their formal academic studies.

b. Award

The scholarship award is 50% of the tuition fees for the grade level that the student will be studying in, for Grades 11-12 (i.e. for the duration of the Diploma Programme).

Continuation of the Award into the second academic year is contingent on the student maintaining a high level of academic performance and co-curricular contribution. Should the student's performance fall short, a meeting will be held with the student, his or her parents,

and the relevant Senior Leadership Team members. An action plan will be implemented to support the student. If this is not successful within the agreed timeframe, the Award will be withdrawn immediately.

c. Criteria

1. Age

The Founder's Scholarship will be awarded to students who are about to enter the IBDP in Grade 11.

2. Academic Qualities

Applicants should provide evidence to demonstrate the student has outstanding academic potential. This may take the form of school reports, assessment grades (especially of public examinations), portfolios of work, letters of recommendation from teachers, and certificates/academic awards. KIS recognises that not all students' potential is reflected in grades alone, and in such cases other evidence may also be submitted to support the application and outline any factors that may explain the apparent gap between potential and actual achievement.

3. Contribution to School Life

Applicants should provide documentary evidence to demonstrate that they have made an outstanding contribution to the life of the school and its wider community, e.g. music, drama, after-school activities, inter-school competitions, voluntary service and so on. The student's attendance record should also be exemplary.

d. Procedures

Applicants should complete the Founder's Scholarship application form and email it to Ms Saltanat Naimanova (Admissions Officer) at admissions@kisnet.org with the email title *Founder's Scholarships Application*.

Applications are considered in the first instance by the KIS Senior Leadership Team. Shortlisted candidates' applications are referred to the KIS Advisory Board for consideration, with specific recommendations from the KIS Principal and Director. In cases where the Board cannot reach a consensus, the decision rests with Mr Daniel Gunaseelan, whose decision is final on all matters relating to the Founder's Scholarship.

8. Policy Review

Our Admissions Policy is designed to be a living document that evolves with our school community's needs and reflects best practices in assessment. To ensure its relevance and

effectiveness, the policy will undergo regular reviews and updates. The review process will be transparent, inclusive, and collaborative, involving key stakeholders such as teachers, administrators, students, parents, and external evaluators as appropriate.

The review cycle will be conducted annually. During the review period, feedback and suggestions for improvement will be actively solicited from all stakeholders through surveys, focus groups, and consultation sessions.

The IB Program Coordinators will lead the review process, synthesizing feedback and identifying areas for enhancement or clarification. Proposed revisions will be shared with the school community for further input and discussion.

Following thorough deliberation and consensus-building, the updated version of the Admissions Policy will be presented to the school leadership team for approval. Once approved, the revised policy will be disseminated to all stakeholders and integrated into the school's ongoing professional development initiatives to ensure understanding and implementation.