Admissions Policy

Part One: Mission-Driven Admissions

IC's admissions policy is guided by the school's mission and vision, which are, "to educate young men and women to be capable of initiative and critical thinking, who will serve as role models in a global society," and, "to empower learners of today to be global citizen leaders." The entire school community is united in its commitment to this mission, which influences every aspect of school life, including the admissions process.

International College is an international, competitive, co-educational private day school located in Lebanon, on the East Coast of the Mediterranean Sea, with two campuses, one in Ras Beirut, and a mountain campus in Ain Aar. IC is one of the most highly regarded educational institutions in the MENA region.

Non-Discrimination Statement

The school admits applicants who shall profit from the program from many countries without regard to race, ethnicity, religion, gender, identity, nationality, or political affiliation, or country of origin.

Admissions decisions are carefully reviewed and finalized by the Admissions Committee. The committee adheres to the school's mission and policies to select academically qualified applicants while considering available vacancies.

Part Two: Admissions Conduct and Integrity Standards

At IC, we are committed to maintaining a culture of transparency, respect, and professionalism throughout the admissions process. We expect all interactions with prospective families to reflect these values. In cases where behavior falls short of these standards, the school reserves the right to deny admission or recommend withdrawal. Similarly, failure to provide accurate information or disclose a known learning disability may result in the denial of admission or the revocation of an offered place.

Part Three: Student Selection

Applicants are selected for admissions to International College based on academic potential, school achievement, and readiness for the school's rigorous and robust curriculum. At IC, we inspire our students to become ethical, responsible, critical thinking, and open-minded risk-takers. We instill in our students the necessary thinking, social, communication, self-management, and research skills. To be successful at IC, students must be willing to work hard and be committed to our program. In addition, students are expected to develop proficiency in English, French, and Arabic*[1].

Part Four: Admissions Process

The admissions process at International College is designed to ensure a fair and structured evaluation of applicants. It consists of four key phases:

Phase 1: Submitted Applications (SA)

- Families must complete the online Enrollment Application and submit all required documents.
- The Admissions team conducts an initial review to verify the application's completeness, accuracy, and compliance with eligibility requirements.
- Incomplete applications will trigger a request for the missing documents. If no action is taken within one month of the submission date, the application will no longer be eligible for consideration and will be marked as "Canceled".

Phase 2: Qualified Submitted Applications (QSA)

- Applicants who meet the eligibility requirements and submit complete applications are designated as Qualified Submitted Applicants (QSA).
- Families of Qualified Submitted Applicants must pay a non-refundable application fee of $199 to proceed.
- Once payment is verified, families receive a confirmation letter outlining the admissions assessments and interviews required for the applicant's grade level.

Phase 3: Admissions Assessments, Interviews and Placement on the Qualified Candidates List (QCL)

- Qualified Submitted Applicants (QSA) with a paid application fee will participate in the required admissions assessments and interviews. For early childhood, applicants will undergo a qualifying interview. Applicants to other grades will participate in interviews, and admissions assessments in French, English, Mathematics, Arabic, or other subjects, depending on the grade level and program.
- Candidates are assessed holistically based on their performance in admissions assessments and applicant/family interviews, academic records, and supporting documents.
- The top-performing candidates are placed on the Qualified Candidates List (QCL) and ranked by the strength of their candidacy.

[1] * Applicants admitted to the non-Lebanese programs, who have an exemption from the Lebanese Program issued by the Lebanese Ministry of Education, are not required to study regular Arabic but will be placed in the special Arabic program.

Phase 4: Selected Candidates (SC)

- The Admissions Committee reviews the QCL and offers admission to the highest-ranked candidates, subject to availability in the requested grade level and program.
- Qualified candidates for whom no place is immediately available remain on the QCL and may be offered admission if a vacancy arises.
- The QCL is valid only for the academic year for which admission is sought. If no place becomes available, families must reapply and complete the full admissions process for the following academic year.
- Admission of selected candidates (SC) is confirmed only upon completion of the registration process.

Part Five: Admissions Priorities

While International College (IC) welcomes and considers applicants from diverse backgrounds, the following priorities are taken into account during the admissions process, with no particular order of precedence:

- International applicants
- Children of IC alumni
- Children of IC faculty and staff
- Children of AUB faculty and staff
- Siblings of current IC students - provided there are no outstanding financial obligations to IC

These priorities are considered alongside the College's overall admissions criteria and capacity availability.

Part Six: Main Entry Levels

The primary entry points for new students are:

- Pre-Kindergarten (Pre-K) / Petite Section (PS)
- First Intermediate / 6ème / Grade 6
- Fifth Secondary / Seconde / Grade 10

Admissions for all other grade levels will open only if vacancies become available.

Part Seven: Age limit Requirements

Pre-Kindergarten (Pre-K) / Petite Section (PS)
Grade Level Cut off Date: 3 years old by October 15, 2027
Date of Birth: Between October 16, 2023 - October 15, 2024

Kindergarten 1 (KG1) /Moyenne Section (MS)
Grade Level Cut off Date: 4 years old by October 15, 2027
Date of Birth: Between October 16, 2022 - October 15, 2023

Kindergarten 2 (KG2)/Grande Section (GS)
Grade Level Cut off Date: 5 years old by October 15, 2027
Date of Birth: Between October 16, 2021 - October 15, 2022

Part Eight: Readiness

All Pre-K/ Petite Section students must be toilet trained before starting the 2027-2028 school year. Children need to be able to communicate their basic needs, including the need to use the bathroom.

Part Nine: Development and Tuition Fees

A non-refundable, one-time development fee of USD 4,000 is applicable for all newly admitted students.

Tuition Fees can be checked on the school website.

Part Ten: Use of Personal Data in the Admissions Process

At International College, we are committed to protecting the privacy and confidentiality of all personal data provided during the admissions process. The collection, use, and storage of personal data are conducted in compliance with the School's Privacy Policy, which ensures that all data is processed in a secure and transparent manner.

Personal data collected during the admissions process is used exclusively for the purpose of evaluating and processing applications. This includes information related to the applicant's academic records, personal details, health information, and other data relevant to the admissions process.

For more detailed information on how we collect, use, and protect personal data, as well as your rights regarding access, correction, and control over your information, please refer to the School Privacy Policy.

By submitting an application, you consent to the collection and use of your personal data as described in the Privacy Policy.

Part Eleven: Donations and Admissions Independence

At International College, we are committed to maintaining a transparent and equitable admissions process. Admissions decisions are made solely based on the merit of the applicant, including their academic qualifications, application materials, and assessment results.

The school affirms that there is no connection between any form of financial contribution or donation and the admissions process. All candidates are evaluated based on the same criteria, and donations to the institution have no bearing on admissions decisions or priority.

Donations made to the school are allocated to support the school's educational programs, infrastructure, and other institutional initiatives, without influencing the admissions process.

Part Twelve: Withdrawal of Acceptance

In the event that guardians decide not to enroll their child at International College after acceptance, they must notify the Admissions Office and the relevant school in writing. Failure to submit the Withdrawal notification may delay the opportunity for other applicants to be considered for admissions. We encourage guardians to communicate their decision as early as possible to facilitate the smooth management of available spaces.

Last updated on October 26, 2026, to align with current procedures.