



ADMISSION POLICY 2022/2023

Languages skills:

PreKG – KG1: The languages skills in French, English or Arabic are not a requirement for the admissions to these classes.

From Mi-KG1: Knowledge of French is a prerequisite.

KG2: French language skills are mandatory.

Grade 1 - Grade 12: Fluency in French is mandatory. English and Arabic are not a requirement for the admissions to these classes. Entry tests will be organised by the school at the start of the school.

ADEK regulations (UAE Ministry of Education):

Pre KG - Grade 1: You will find below the conversion table for the age and level of new students for the 2022-23 school year.

Level	Date of Birth from:	Date of Birth to:
PS - PreKG	01 Jan. 19	31 Dec. 19
MS – KG1	01 Jan. 18	31 Dec. 18
GS – KG2	01 Jan. 17	31 Dec. 17
CP – Grade 1	01 Jan. 16	31 Dec. 16

Grade 2 - Grade 12: ADEK will be based on the last school certificate mentioning the level of the student and the notice of passage.

PreKG – Grade 12: Additional documents are required to enrol the student in the ADEK.

(See [step 5:Final registration](#))

Lycée Français International Théodore Monod

Établissement homologué par le ministère français de l'éducation nationale

PO Box 59646 | Abu Dhabi

<http://www.ltmonod.aflec-fr.org/>



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- **1st step: Pre-Enrolment online on Eduka**

For new families:

Create your account, complete the pre-enrolment online, download all required documents. Please specify your preferred establishment (first choice).

For LFITM families:

Login to your Eduka account, "create a folder for a new student to the school year 2022/2023, complete the online pre-registration form, and download all the required documents.

In order to ensure a quick and smooth process of your files, we would recommend that you upload good quality PDF. Poor quality/Unreadable documents will not be processed.

Please note that applicants from abroad can apply at any time during the current academic year. However, places are limited therefore we strongly recommend that you submit your request as soon as possible.

- **2nd step: Acknowledgement of your file**

The admissions department will contact you by email to inform you if your file is completed or not.

- **3rd step : Appointment**

NB: These appointments are only for new students.

You do not need an appointment if:

- 1) **Your child is enrolled in an accredited French school,**
- 2) **You provided us their school reports from the current year and the notice of passage via the platform Eduka**

In Abu Dhabi	Overseas
<p>An appointment will be arranged with a member of the leadership team.</p> <p>We ask that both parents attend this appointment with the child. This will last approximately half an hour.</p> <p>Grade 1 – Grade 12: The admission tests will be organised online or at the school.</p>	<p>An online appointment or a telephone call will be organised for the families who cannot come to school.</p> <p>Grade 1 – Grade 12: The admission tests will be organised online.</p>

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- **4th step: Processing and Reply by email**

The Admissions Committee reviews the files and the decisions will be communicated to the families by email. Any complete file will receive a response by email.

In case of admission:

Please complete your file online (Information and documents in red are mandatory).

<https://ltm.lyceesfrancaisabudhabi.com/>

Successful candidates will be offered a place by email. In order to secure your place, we kindly ask that you accept our offer and proceed to the payment within the stated timeframe. If we do not hear from you by the set deadline your place will be released and assigned to another family on the waiting list.

In case of waiting list:

A notification will be sent to inform you that you are on the waiting list. We will process your file depending on any departures and withdrawals.

In case of refusal:

Every year, we have no other choice but to refuse new students as our classes are full. In order to increase your chances of joining our school, we recommend you to register your intentions as soon as possible. We will do our best to suggest an alternative solution in case we cannot respond favourably to your request.

- **5th step: Final registration**

Your application will be considered complete once we receive all the required documents and fees are paid in full.

The registration department will confirm your child's final admission by email.

[LISTS OF DOCUMENTS TO BE PROVIDED FOR ADEK ENROLLEMENT \(UAE Ministry of Education\)](#)

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