



The International School
of Choueifat - Doha

Application for Admission

Academic Year 20__ / 20__

First Name: _____ الإسم:

Father's Name / Middle Name: _____ إسم الأب:

Family Name: _____ اللقب (إسم العائلة):
Passport Spelling كما ورد في جواز السفر

Gender: ذكر Male أنثى Female: الجنس: Date / Place of Birth: _____ التاريخ / مكان الولادة
(Day/Month/Year) (City/Country)

Nationality: _____ الجنسية: 2nd Nationality: _____ Religion: _____

Sibling(s) attending SABIS® School Yes No School Name(s) _____

• Transfer Yes No SABIS® School _____

• New Admission Yes No

Has your child previously applied to a school within the SABIS® School network? Yes No

If yes, which SABIS® school _____ Academic Year _____

Has your child previously attended a school within the SABIS® School network?

If yes, which SABIS® school _____ Academic Year _____

For School Use Only

Date of Application _____ (Day/Month/Year) Application N° _____

Student Computer N° _____ Parent Number _____

School Transportation Services Yes No

Receipt Number - Application Fees _____ Date _____ (Day/Month/Year)

Receipt Number - School Fees _____ Date _____ (Day/Month/Year)

Applying for Level _____ 2nd Language _____

Info Completed by _____ Date _____

Accepted in Level _____

With Summer School Yes No

Full Special Yes No

Specials Math English Arabic French

Remarks _____

Director's Signature _____

Date _____

Previous School Information

Previous School _____ Country _____

Previous grade level (last attended) according to leaving certificate _____

ID Card # _____

Languages(s) spoken at home English Arabic Other _____

Has your child ever skipped or been asked to repeat a school year? Yes No

If yes, kindly provide details _____

Has your child been involved in any advanced, gifted / talented program, faced some sort of learning difficulty (speech/language therapy), or been tested for psychological purposes?

Yes No If yes, kindly specify _____

Family Data

1st Guardian (to whom the school reports and other correspondence should be addressed)

Full Name (Dr.,Mr.,Mrs.,Ms.) _____

Relationship to Student _____ Nationality _____
First / Middle / Family

Occupation / Job Title _____

Company Name _____

Business Address _____ P.O. Box _____

Business E-mail _____ Phone _____ Ext: _____

Home Address (District, Street, Bldg, Floor) _____

Personal E-mail _____

Residence Phone _____ Mobile _____

2nd Guardian

Full Name (Dr.,Mr.,Mrs.,Ms.) _____

Relationship to Student _____ Nationality _____
First / Middle / Family

Occupation / Job Title _____

Company Name _____

Business Address _____ P.O. Box _____

Business E-mail _____ Phone _____ Ext: _____

Home Address (District, Street, Bldg, Floor) _____

Personal E-mail _____

Residence Phone _____ Mobile _____

To receive important school-related SMS messages on your mobile, please choose one

1st Guardian 2nd Guardian Mobile Number _____

Status of Parents Married Separated Other

If separated, who has custody of the child (legal documents may be required) Mother Father

Siblings (if any)

Name	Grade	School	Academic Year
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Siblings graduated/attended a SABIS[®] School Yes No

If yes: School _____ Year _____

Does your child suffer from any medical conditions? Yes No

Is your child on regular medication? Yes No

Father or Mother SABIS[®] Graduate

Is the applicant's father a SABIS[®] graduate? Yes No

If yes, what year? _____ Which SABIS[®] School? _____

Is the applicant's mother a SABIS[®] graduate? Yes No

If yes, what year? _____ Which SABIS[®] School? _____

Mother's Maiden Name _____

<input type="radio"/> I would like to receive a copy of the SABIS [®] Newsletter
<input type="radio"/> Via Mail <input type="radio"/> Via E-mail Address _____

Emergency Contacts Other than Parents

In case of emergency, who would you like the school to contact?

Name 1 _____ Relationship _____

Phone # _____

Name 2 _____ Relationship _____

Phone # _____

I, the Guardian, confirm all the above details to be correct

Name _____ Signature _____

Use of Student Multimedia Files (including photographs, video footages, and recordings)

Occasionally, we take photographs, videos, or voice recordings of students at our school. These multimedia files may be used for special events, activities promoting school programs, sporting events, classroom events and/or other school or regional based activities. We may also take video or webcam recordings during regular classroom for educational uses.

By signing this form, you consent to have these multimedia files featuring your child to be:

1. Used as part of school wall displays, websites, newsletters, presentations, printed material (posters, banners, etc.), and in all social media pages, while respecting the ethics and culture of Qatar.
2. Transferred to and electronically shared with SABIS® Educational Services S.A.L. (SES) in Lebanon, as SES is responsible for preparing all creative design materials.
3. Processed/used by the school and SES in raw and edited forms.
4. Used by the school, SES, and the SABIS® Network for material related to SABIS® activities, events, and tournaments (SLO®, SAGA, etc.).

You may at any time ask the school and SES to stop using any material featuring your child, in which case they will not be used in the future, but may continue to appear in any communication or material already in use or in circulation.

The school will make every effort to ensure that we do not allow any material to be taken of students for whom we do not have permission to have their photographs or videos or voice recording taken for legal and social reasons. However, the school shall not be liable for any accidental appearance of your child in any material.

I give permission for my child's images/videos/recordings to appear in school materials and to be used as indicated above.

I do not authorize the use of my child's images/videos/recordings in school materials.

Consent Statement

I, _____, give my consent to The International School of Choueifat – Doha, Qatar to collect and process data related to my child and use it to:

- a) Support student learning.
- b) Keep students safe in terms of food allergies, emergency, or contact details.
- c) Meet the statutory duties placed upon us from Department of Education data collection.
- d) Monitor and report student progress.
- e) Complete student enrollment and registration.
- f) Use for school administration and operational purposes.
- g) Ensure student welfare.
- h) Manage student participation in school, after school activities, events, and so on.

Student data will be treated as strictly confidential and will be kept safe, considering we have the following controls and limitations set in place:

- Personal data will not be used for any purpose other than those stated in this form.
- Student information will be held within secure systems/databases/locations, having appropriate levels of security, which comply with relevant data protection legislation.
- Student information will be stored in the school databases in an anonymized format.

- Student information will be shared with the Ministry of Education for lawful purposes and with an appropriate level of security that complies with relevant data protection legislation.
- Student information will be held for the period of time we see it's needed, but in no event shall exceed twenty-five years from the date your child is no longer enrolled or registered with the school.
- Some of the personal data may be shared with the SABIS® Educational Services – Academic Development Department in Lebanon, and SABIS® Regional Centers in the U.S., Egypt, Abu Dhabi, and Lebanon, for reporting purposes as part of the processing activities.
- Student information will be replicated to SABIS® servers hosted in Microsoft Cloud Environment in order to allow you access to the web applications; thus, benefiting from their services.
- Student information may be accessed for support purposes by SABIS® authorized support personnel, and there are stringent controls in place regarding access and use of data.

Automated decision-making or profiling activities based on data that you provide are not carried out under any circumstances.

The lawful basis we rely on for processing student information is having your consent by signing this form, and in accordance with the Ministry of Education regulations in Qatar.

I am aware that I may withdraw my consent when my child leaves the school by contacting the school at **iscdoha@sabis.net**.

Data Subject Rights

At any point while we are in possession of or processing your personal data, you have the following rights:

- **Right of access:** You have the right to request a copy of information we hold about you and your child by sending an E-mail to **iscdoha@sabis.net**.
- **Right to rectification:** You have the right to correct data we hold about you and your child, which is inaccurate or incomplete.
- **Right to restriction of processing:** Certain conditions apply to have a right to restrict the processing.
- **Right to data portability:** You have the right to have the data we hold about you and your child transferred to another organization.
- **Right to object:** You have the right to object to certain types of processing, such as direct marketing. No direct marketing is carried out.
- **Right to object to automated processing, including profiling:** No automated or profiling-based decision making is carried out.

You may at any time request to be provided with your submitted data in a structured, commonly used, and machine-readable format.

If you have any question, concerns, or complaints related to the personal data collected in this document, please E-mail us at: **iscdoha@sabis.net**.

Name of Parent/Guardian: _____

Signature of Parent/Guardian: _____

Date: _____

APPLICANT'S REQUIRED DOCUMENTS

1. A copy of student's Citizen Population Register (CPR) card (both sides)
2. - A valid copy of the student's passport and residence visa
 - A valid copy of the father's passport
 - A copy of the father's Qatar ID
 - A valid copy of the mother's passport
 - A copy of the mother's Qatar ID
3. Student's original Birth Certificate with a photocopy (translated into English or Arabic)
4. Three (3) recent colored passport photographs
5. A copy of the student's vaccination record
6. Upon Admission: recent school report (translated into English) with a registration letter from the current school
7. End-of-year report (translated into English) and a school transfer certificate attested to be submitted before / school starts
 - Transfers from inside Qatar: certificates to be attested by Ministry of Education in Qatar
 - Transfers from outside Qatar: certificates to be attested by Ministry of Education, Ministry of Foreign Affairs, the Embassy of Qatar in the country where student is attending, and the Ministry of Education in Qatar.

Additional Remarks
