



Amersfoort International School

AnnoNu



ADMISSIONS POLICY

Date: November 2025
Version: 1

General

Welcome to AIS

Amersfoort International School (AIS) provides an English-language International Baccalaureate Primary Years Programme (PYP) for children aged 4 to 12. We are a warm, inclusive learning community where every child is valued, and we strive to support each student so they can thrive academically, socially, and emotionally.

Who We Welcome

We welcome students of all nationalities, cultures, faiths, and backgrounds. Whether your family is here temporarily or permanently, we believe in building a diverse and respectful community. We especially support:

- internationally mobile families
- Dutch families returning after living abroad
- Dutch students whose parents plan to live abroad again

As a member of the [Dutch International Schools \(DIS\)](#) network, our admissions follow the eligibility rules under Dutch law.

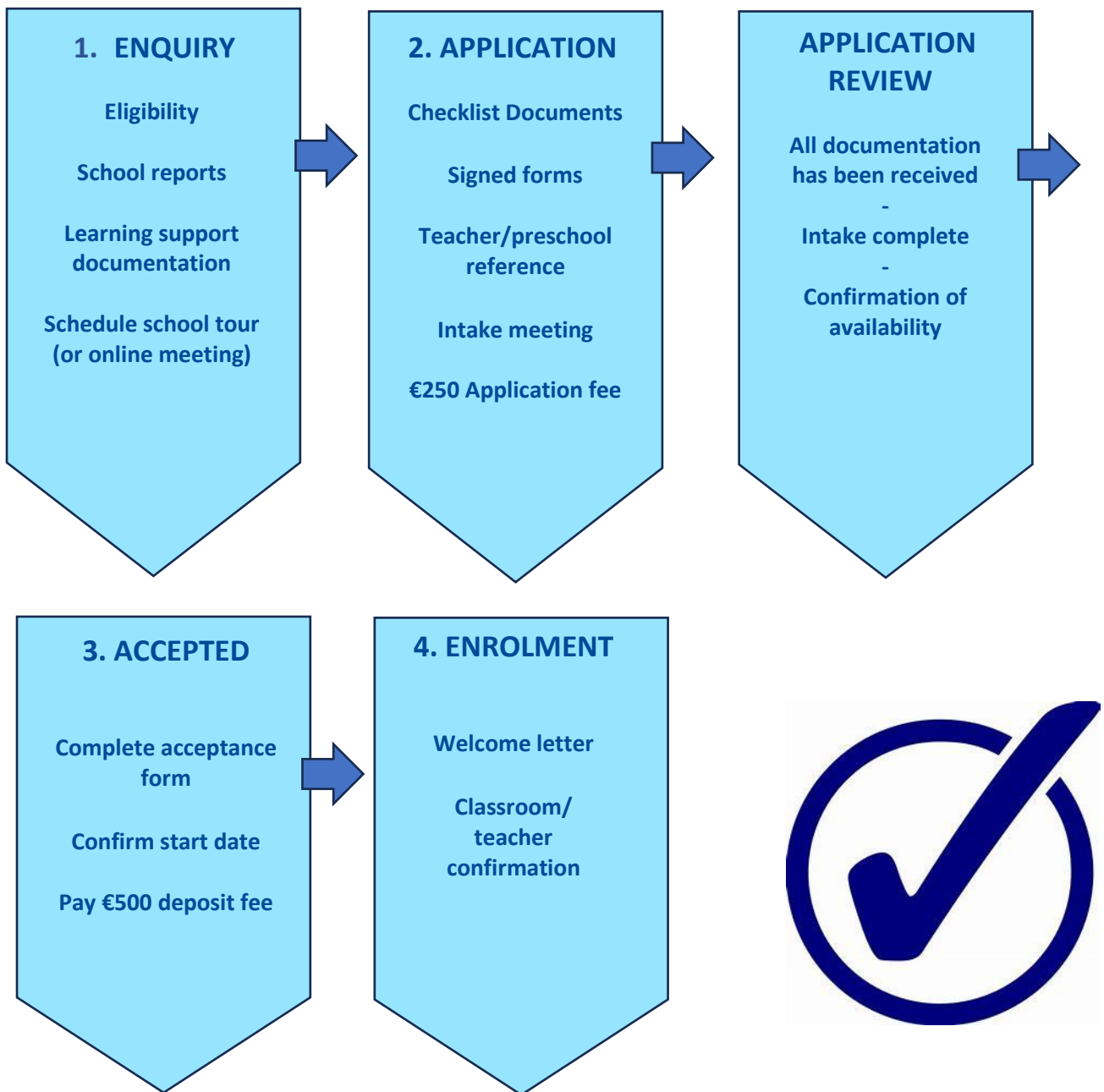
Eligibility Criteria

To be eligible for AIS, a student must meet at least one of the DIS conditions:

- A non-Dutch national whose parent(s) are working temporarily in the Netherlands.
- A Dutch national who has studied abroad for at least two years while a parent was stationed overseas.
- A Dutch national whose parent will be moving abroad within two years for at least two years.



Our Admissions Process



1. Application

- Applications are submitted via our Open Apply portal.
- You will upload recent school reports, past academic support (if any), and personal information.
- We also ask for documentation of any additional learning needs or assessments.

2. Documentation & Reference

- Parents provide teacher / preschool references, records of any learning support, and psychological or educational evaluations, if available.



- b. This helps us understand your child's strengths, challenges, and how we can support them.
3. **Interview & Assessment**
 - a. After your application is reviewed, we will invite your child to visit or have an online meeting.
 - b. We conduct intake conversations, and for some children, a short assessment to check academic needs, or readiness.
 4. **Decision-Making**
 - a. The leadership team, including learning support staff—reviews every application.
 - b. Our decision is based on your child's ability to benefit from our programme, our capacity to support their learning, and space in the appropriate grade.
 - c. For students with additional needs, we carefully assess whether we can provide the right support. We evaluate each case individually, referencing educational documentation.
 - d. We aim to respond within **3 weeks** of a completed application.
 5. **Offer & Enrolment**
 - a. If accepted, you will receive confirmation via email that a place has been confirmed.
 - b. Before the start at the school, a deposit is required (e.g., **€500**).
 - c. Once the deposit is paid, you'll receive a welcome letter with class placement and next steps.
 - d. School fees will be invoiced after your child's first day at school and can be paid in instalments.
 6. **Re-enrolment**
 - a. Re-enrolment is handled annually (in May/June).
 - b. Current families receive a re-enrolment form; your child's place is confirmed once any outstanding obligations are met.

Supporting Every Learner

Additional Needs / Learning Support

AIS is committed to inclusion and equal opportunity. When you apply, please share any relevant reports (e.g., psychological evaluations, IEPs, learning support history). We review these carefully.

- If your child has **mild to moderate** learning, social, or behavioral needs, we will explore how our learning support team can help.
- While we strive to accommodate many needs, **intensive or highly specialized services** may not be available (e.g., individual learning environments for complex needs).
- Transparency is key: please fully disclose any support needs during the application. Failure to do so may affect your child's placement.

Gifted & Talented Learners

We believe in nurturing the potential of all students. If your child has been identified as gifted or high achieving, please share any relevant documentation (e.g., assessments, teacher comments). Our staff will consider how to differentiate learning and provide challenges and enrichment.

English / Language Support

We understand that some children may be learning English as an additional language. At our school, we do not require advanced English proficiency. We assess all learners to determine whether they will need **EAL (English as Additional Language)** support.



Admission review outcomes

If there is sufficient evidence that the school is unable to provide an education that will meet the behaviour/academic needs of the child, the school may decline the application.

Parents and guardians are kindly reminded that full and accurate disclosure of all relevant information during the admission process is essential. Omitting or misrepresenting information may affect the school's ability to provide appropriate support and could place the child's enrolment at risk.

AIS is committed to providing an inclusive, respectful environment where diversity is valued. Admission decisions are made without discrimination based on nationality, background, gender, or beliefs.

Student Class Placement

AIS is a small and growing school. As such, we have chosen multi-age classrooms to ensure sufficient social interaction for our students. Multi-age classes in primary school offer numerous benefits for students' academic and social development.

At AIS, we believe classes should be large enough to facilitate meaningful interactions and offer sufficient choices regarding friend and work relationships. We also understand that keeping class sizes small enables teachers to best meet the needs of their students. For this reason, we will add classes to accommodate student growth.

Which PYP (grade) level a child is placed in is determined mainly by age. In some cases past school records, and interviews will also be considered. Grade levels can be identified in different ways around the world. At AIS we use the International Baccalaureate system to identify grade levels.

Age (years)	Amersfoort International School	NL	Belgium	UK	USA	France	Spain	India
4 to 5	PYP 1	Groep 1	Kleuterklas 2	Reception	K1	Maternelle Moyenne Section	2º de Infantil	Lower Kindergarten (LKG)
5 to 6	PYP 2	Groep 2	Kleuterklas 3	Year 1	K2	Maternelle Grande Section	3º de Infantil	Upper Kindergarten (UKG)
6 to 7	PYP 3	Groep 3	Leerjaar 1	Year 2	Grade 1	CP	1º de Primaria	Class 1
7 to 8	PYP 4	Groep 4	Leerjaar 2	Year 3	Grade 2	CE1	2º de Primaria	Class 2
8 to 9	PYP 5	Groep 5	Leerjaar 3	Year 4	Grade 3	CE2	3º de Primaria	Class 3
9 to 10	PYP 6	Groep 6	Leerjaar 4	Year 5	Grade 4	CM1	4º de Primaria	Class 4
10 to 11	PYP 7	Groep 7	Leerjaar 5	Year 6	Grade 5	CM2	5º de Primaria	Class 5
11 to 12	PYP 8	Groep 8	Leerjaar 6	Year 7	Grade 6	CM3	6º de Primaria	Class 6



Re-enrolment

A re-enrolment request is sent to parents annually in May. Placement for the following year is confirmed once all re-enrolment requirements are completed.

Payments and Fees

Application Fee

A non-refundable €250 fee is required before an application can be reviewed.

Deposit

A one-time €500 refundable deposit is required for all new students. It is refunded when leaving AIS once all school property is returned and all financial responsibilities are met.

Yearly School Fee

Fees are set annually, taking into account indexation, inflation, changes to funding, and facility needs. AIS receives a subsidy from the Dutch government, allowing our fees to be lower than those of non-subsidised international schools. For current fees and payment options, see the [AIS Standard Terms and Conditions](#)

This Policy is due to be updated: February 2027

