

Application Procedure for Enrollment 2010/2011

Dear Parents,

Thank you for your enquiry about enrollment at the International School of Stuttgart. Attached you will find the paperwork you require in order to enroll your child at ISS in Degerloch or at our satellite school, Böblingen and Sindelfingen International Community School (BaSICS) which is located in Sindelfingen.

PLEASE USE THE CHECKLIST BELOW TO MAKE SURE YOUR APPLICATION IS COMPLETE.

Checklist

- Admissions Papers 1-7
- Schedule of Fees 2010/2011 1-3, completed and signed
- Copy of passport or birth certificate
- Passport Photo
- Payment of € 380 registration fee per student
- School reports (last 2 years, translated into English). Not applicable to Kindergarten entrants!
- Copy of immunization records

THE APPLICATION WILL ONLY BE PROCESSED ON RECEIPT OF ALL THE NECESSARY PAPERWORK.

Once we have received the complete application, we will contact you via post as soon as the application has been processed.

The decision as to which applications are to be approved lies with the director and the Admissions Committee in accordance with the ISS Admissions and Placement policy and should be taken in a manner consistent with the ISS Mission Statement and Philosophy of Education. Considerations influencing a decision include (in no one particular order): Siblings already enrolled at ISS, previous enrollment at ISS, mix of permanently resident students and expatriate students, ISS relationship with parent's employer, and the needs of the child, including the availability of alternatives.

If you have any questions regarding the application process or regarding the school, please do not hesitate to contact me by phone or email admissions@issev.de

Yours sincerely,

Jean Fischer
Admissions Manager