



**APPLICATION FOR ENROLMENT
EUROPEAN SCHOOLS LUXEMBOURG
CATEGORY I**

2020/2021

Enrolment Period: from April 20th to May 15th 2020

Beginning of the school year: Thursday, September 3rd 2020

SCHOOL	DIRECTORATE	LANGUAGE SECTIONS / SWALS*	CONTACTS FOR ENROLMENTS RECEPTION 13.30 P.M – 16.30 PM												
LUXEMBOURG I 23, boulevard Konrad Adenauer L-1115 Luxembourg www.euroschool.lu	 Deputy Director Nursery and Primary Cycles Ms. Sandra RIBIC Deputy Director Secondary Cycle Mr. Marco ALBERICI	English-speaking, Spanish, French-speaking, German-speaking, Finnish, Dutch-speaking, Polish, Portuguese and Swedish, and Lithuanian (M1/M2 + P1 + P2). Maltese students are compulsorily enrolled in the English-speaking section at Luxembourg II. SWALS* = Bulgarian, Estonian, Latvian Lithuanian (P3 – S7) .	Nursery/Primary <table><tr><td>Mrs Maria STATHAKI</td><td>Mrs Vera MIRIZZI</td></tr><tr><td>Tel. : +352 43 20 82 270</td><td>Tel. : +352 43 20 82 270</td></tr><tr><td colspan="2">list-lux-enrolment-nursery-and-primary-cycle@eursc.eu</td></tr></table> Secondary <table><tr><td>Mrs Marina DARROSA</td><td>Mrs. Alicia IGLESIAS</td></tr><tr><td>Tel : +352 43 20 82 222</td><td>Tel. : +352 43 20 82 222</td></tr><tr><td colspan="2">list-lux-enrolment-secondary-cycle@eursc.eu</td></tr></table>	Mrs Maria STATHAKI	Mrs Vera MIRIZZI	Tel. : +352 43 20 82 270	Tel. : +352 43 20 82 270	list-lux-enrolment-nursery-and-primary-cycle@eursc.eu		Mrs Marina DARROSA	Mrs. Alicia IGLESIAS	Tel : +352 43 20 82 222	Tel. : +352 43 20 82 222	list-lux-enrolment-secondary-cycle@eursc.eu	
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list-lux-enrolment-secondary-cycle@eursc.eu															
LUXEMBOURG II 6, rue Gaston Thorn L-8268 Bertrange www.eel2.eu	 Deputy Director Nursery and Primary Cycles Mr. Philippe RICHARD Deputy Director Secondary Cycle Mrs. Leene SOEKOV	English-speaking, Danish, French-speaking, Greek, German-speaking, Hungarian, Italian, Czech. Croat students are compulsorily enrolled in the German-speaking, English-speaking or French-speaking section at Luxembourg II. SWALS* = <ul style="list-style-type: none">• Hungarian, Czech (secondary cycle only),• Croatian, Romanian, Slovak, Slovenian (nursery, primary and secondary)	Nursery/Primary <table><tr><td>Mrs. Yolande MICHAUD</td><td>Mrs. Mélanie KISTIAENS</td></tr><tr><td>Tel. : +352 27 32 24 3002</td><td>Tel. : +352 27 32 24 3239</td></tr><tr><td colspan="2">LIST-MAM-ENROLMENT-NURSERY-AND-PRIMARY-CYCLE@eursc.eu</td></tr></table> Secondary <table><tr><td>Mrs. Blandine THISSERANT</td><td>Mrs. Carine SOMMEN</td></tr><tr><td>Tel. : +352 27 32 24 4002</td><td>Tel. : +352 27 32 24 4001</td></tr><tr><td colspan="2">LIST-MAM-ENROLMENT-SECONDARY-CYCLE@eursc.eu</td></tr></table>	Mrs. Yolande MICHAUD	Mrs. Mélanie KISTIAENS	Tel. : +352 27 32 24 3002	Tel. : +352 27 32 24 3239	LIST-MAM-ENROLMENT-NURSERY-AND-PRIMARY-CYCLE@eursc.eu		Mrs. Blandine THISSERANT	Mrs. Carine SOMMEN	Tel. : +352 27 32 24 4002	Tel. : +352 27 32 24 4001	LIST-MAM-ENROLMENT-SECONDARY-CYCLE@eursc.eu	
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LIST-MAM-ENROLMENT-SECONDARY-CYCLE@eursc.eu															

*SWALS = Students Without A Language Section

INSTRUCTIONS

ONLY ONE ENROLMENT APPLICATION PER CHILD MAY BE SUBMITTED DURING THE ENROLMENT PERIOD FOR 2020/2021

It is strongly recommended that the Policy on Enrolment in the European Schools Luxembourg for the 2020/2021 school year (referred to hereafter as the Policy), which can be consulted on the European Schools' Luxembourg website (Luxembourg I www.euroschool.lu Luxembourg II www.eel2.eu) be read **BEFORE** completing this enrolment form. In the event of discrepancy between the text of the Policy and the information contained in this form, the Enrolment Policy will take precedence.

Please complete this enrolment form with the greatest care. The mandatory information required on the form, which are printed in bold and italics, must be completed by the applicant. Should that not be the case, the school may either consider that the enrolment application is not complete and suspend its handling until the necessary information has been provided, or interpret the applicant's failure to provide the required information in the sense most favourable to application of the general enrolment rules.

They will only be taken into consideration **WHEN ALL THE DOCUMENTS REQUIRED HAVE BEEN SUPPLIED.**

DOCUMENTS TO BE SUPPLIED WITH THE ENROLMENT OR TRANSFER APPLICATION:

Documents to be provided	
	<ul style="list-style-type: none"> Two passport-size photos (1 for the application, 1 for the medical file)
	<ul style="list-style-type: none"> A birth certificate issued by the local authority where the child was born or a certified copy thereof.
	<ul style="list-style-type: none"> A copy of the identity card/passport related to each listed nationality.
	<ul style="list-style-type: none"> School reports for the 2018/2019 school year and the interim report for 2019/2020. If the school does not issue an interim report, an attendance certificate should be produced.
	<ul style="list-style-type: none"> At the end of the current school year, the school report for 2019/2020 indicating whether or not the child has been promoted to the year above. These documents are not necessary for admission to the nursery or primary year 1.
	<ul style="list-style-type: none"> If Intensive Support is needed, please attach a detailed diagnosis and/or a multidisciplinary medical-psycho-pedagogical check-up of less than two years, written in French, English or German and contact the school management for further information.
	<ul style="list-style-type: none"> In cases of separation/divorce, the supporting document which establishes that the person applying for enrolment has official parental authority over the child and if he/she is acting alone, that he/she has sole parental authority over the child, or that he/she is acting with the other legal representative's permission. Where appropriate, the judicial decision allowing the applicant to apply for the child's enrolment alone.
	<ul style="list-style-type: none"> Upon exercise of parental authority by a legal guardian a certified copy of the court decision awarding him/her custody has to be provided.
	<ul style="list-style-type: none"> Certificate of residency ("certificat de résidence élargi") for Luxembourg residents or other official document attesting the family status and residence for Luxembourg non-residents.
Attachments to be filled in and to be provided	
	<ul style="list-style-type: none"> Appendix 1: employment attestation (form to be found in the enrolment file).
	<ul style="list-style-type: none"> The document "confirmation – payment of school fees and other school costs", signed and dated in acknowledgement of the fact that this requirement has been duly noted. (form to be found in the enrolment file)
	<ul style="list-style-type: none"> The medical service form, as well as a copy of the vaccination card.

Applications for admission concerning the language sections/mother tongues BG, ES, ET, FI, LT, LV, NL, PL, PT, SV should be addressed to the European School of Luxembourg 1.

Applications for admission concerning the language sections/mother tongues CS, DA, EL, HR, HU, IT, MT, RO, SK, SL should be addressed to the European School of Luxembourg 2.

Applications for admission to the sections DE, EN, FR may be addressed to either of the Luxembourg European Schools. The schools' administrations, working together, will examine all applications in the light of the rules described above. The submission of an application to a particular European School does not imply the acceptance of that application by the school in question.

The application form with annexes must be sent first by e-mail (if possible in PDF format, named as follows "NAME_FIRST NAME_LANGUAGE_SECTION_CLASS") to the pedagogical secretariat of the cycle concerned during registration period from 20.04.2020 to 15.05.2020 and sent by postal mail to the School concerned.

SCHOOL	CONTACTS FOR ENROLMENTS	WEBSITE
LUXEMBOURG I 23, boulevard Konrad Adenauer L-1115 Luxembourg	Nursery/Primary	www.euroschool.lu
	Mrs. Maria STATHAKI	
	Mrs. Vera MIRIZZI	
	Tel. : +352 43 20 82 270	
	Tel. : +352 43 20 82 270	
	list-lux-enrolment-nursery-and-primary-cycle@eursc.eu	
	Secondary	
	Mrs Marina DARROSA	
	Mrs Alicia IGLESIAS	
	Tel : +352 43 20 82 222	
	Tel. : +352 43 20 82 222	
	list-lux-enrolment-secondary-cycle@eursc.eu	
LUXEMBOURG II 6, rue Gaston Thorn L-8268 Bertrange	Nursery/Primary	www.eel2.eu
	Mrs. Yolande MICHAUD	
	Mrs. Mélanie KISTIAENS	
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For all information on the enrolments procedure, please refer to the Policy on enrolment in the European Schools Luxembourg which can be consulted on the European Schools' website (Luxembourg I www.euroschool.lu Luxembourg II www.eel2.eu).

APPLICATION FOR ENROLMENT

Category I SCHOOL YEAR 2020/2021

Photo

PUPIL SURNAME

First Name

We would like to ask you to take the greatest care in completing this application. It will only be considered **when all the documents required have been supplied and the file is complete.**

- Applications concerning a language section which exists in ONLY ONE SCHOOL and applications for pupils for whom there is no existing language section corresponding to their mother tongue (SWALS), will be accepted in one of the two European Schools Luxembourg according to the distribution of the language sections appearing on page 2.
- For all other applications for enrolment in the English-speaking, French-speaking or German-speaking section in one of the European Schools Luxembourg you are requested to indicate your choice of school in order of preference from 1 to 2 taking into account the distribution of the language sections appearing on page 2:

☐ Luxembourg I – Kirchberg

☐ Luxembourg II – Bertrange/Mamer

For the purposes of all notifications of the European Schools Luxembourg in connection with the enrolment, the applicant is required to give an **email address** and a **postal address, which will be valid throughout the enrolment period**, and undertakes to inform the school of any change of address.

For any school communication please write legibly your:

Email address:

Postal address:

The European Schools (responsible for processing) hereby undertake to respect your privacy when processing your personal data and those of your child(ren), in accordance with the provisions of the applicable national law implementing Directive (UE) 2016/679 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data and on the free movement of such data. Your personal data will be processed solely for the purposes of administration and of monitoring of your child(ren). They will be retained in so far as is necessary and at least throughout your child's/children's education in the European School. They will be processed strictly confidentially and will not be communicated to third parties, with the exception of any communications made necessary for technical reasons associated with the European Schools' operation. The European Schools enter into contracts with such third parties so that they can provide them with services associated with their management. Such third parties are required to respect the confidentiality of the data entrusted to them and to use such data solely for the purposes of fulfilling their commitments to the European Schools. In accordance with the legislation in force, you have a right of access to personal information and data concerning you or concerning your child(ren) and a right of rectification. On request, you therefore have the opportunity to ascertain which data are being processed and to correct any inaccuracies. Requests to consult or rectify data should be addressed to the Directorate of the School attended by your child(ren). In case of change of employer, administrative status or the maturity date of your contract, it is essential that you forward a new certificate from the Human Resources Department of your institution to this form. This will enable us to place you in the appropriate financial category. In case of change of family status (separation, divorce), please add the supporting document that states who has parental authority regarding the child. This form, which will be compulsorily added to your child's file, must be returned duly signed and dated to the school by the legal representative(s) of the child as soon as possible. The undersigned agrees on the veracity of the information given in this document and will communicate any changes. Thank you in advance for your cooperation.

Signature Parent 1/Guardian 1

SURNAME and Firstname

Signature Parent 2/Guardian 2

SURNAME and Firstname

For official use only : Date of reception of the application for enrolment:

Level : **Language section :** **Year :**

Employer's code :

Head's decision :

For educational purposes the school may use children's photographs (for the school newsletter, the website, in various school publications and, possibly for television reports). We do not intend to publish individual photographs, but only group photos or pictures of children participating in an activity. No specific instructions from you implies a tacit agreement. However, permission may be withdrawn at any time upon written notification.

The applicant vouches for the truthfulness of the information given and undertakes to notify the Director's secretariat of any changes which may occur in respect of this information.

We, the undersigned, hereby declare that we have read the 'Policy on enrolment in the European Schools Luxembourg for the 2020/2021 school year and the General Rules' which can be consulted on the European Schools' website(Luxembourg I www.euroschool.lu Luxembourg II www.eel2.eu under 'Enrolments', Office of the General Secretary www.eursec.eu) and we undertake to respect them.

We are committed to provide the address where the child is resident during his education period at the European School as soon as possible and to provide proof of any changes.

We are also committed to provide a certificate of residency ("certificat de résidence élargi") for Luxembourg residents or other official document attesting the family status and residence for Luxembourg non-residents.

I understand that any untruthful statement, intentional omission of information or false declaration will cause all related procedures to be declared null and void.

Signature preceded by handwritten "we agree"

Signature preceded by handwritten "we agree"

Parent 1/Guardian 1

Parent 2/Guardian 2

SURNAME and Firstname

SURNAME and Firstname

.....
Date

.....
Date

I have read and agree/accept all the terms and conditions of the rules on admission and operation of the European Schools in Luxembourg. [http://www.euroschool.lu/site/wp-content/uploads/2020/03/FINAL-2020-2021_Regles-dadmission-et-de-fonctionnement EE-Lux EN 2020-03-12.pdf](http://www.euroschool.lu/site/wp-content/uploads/2020/03/FINAL-2020-2021_Regles-dadmission-et-de-fonctionnement_EE-Lux_EN_2020-03-12.pdf)

Parent 1/Guardian 1

Parent 2/Guardian 2

SURNAME and Firstname

SURNAME and Firstname

.....
Date

.....
Date

☐ = Put a cross in the box corresponding to the answer chosen.

For enrolment in **6th or 7th year**, parents are requested to contact the School's Administration without delay in order to choose the most suitable options (a document on the subject is available for their benefit).

The Regulations for the European Baccalaureate require all candidates to have followed the whole of the last two years of the secondary section in a European School. Any pupil coming from another school system will have to follow classes in 6th year secondary in the European School from the very first day of the new school year in September.

INFORMATION SHEET

I. INFORMATION CONCERNING THE PUPIL (in capital letters)

Surname :

First name(s) :Sex : ☐ M / ☐ F

Date of birth :/...../.....

Place (as on birth certificate) : Country :

Nationality 1 : Nat. 2 :

Language(s) spoken by the child: With the mother: With the father:.....

Pupil's dominant language :

Level and year requested :

Nursery	YEAR	1	2				
Primary	YEAR	1	2	3	4	5	
Secondary	YEAR	1	2	3	4	5	6 7

Language section requested :

Was the student ever enrolled in one of the European Schools ? ☐ No ☐ Yes which one ?.....

Pupil's address :

Street : N° Box

Postcode : Town/City : Country :

Tel : E-mail:

II. INFORMATION ABOUT THE FAMILY

Number of children in the family :

Number of children at the European School :

Information about children already attending the European School :

<u>Surname and first name</u>	<u>Language section</u>	<u>Level</u>	<u>Year</u>
.....
.....
.....

III. INFORMATION ABOUT THE PARENTS (in capital letters)

Surname :
First name :
Relationship to the child :
Nationality : :Language 1)..... 2).....
Occupation : :
Organisation/Employer :
Type of work contract : ☐ permanent position ☐ fixed-term contract
beginning end.....
Staff N° :
Tel. office :
E-mail address for any school communication:
Backup e-mail address:

Address :

Street :N°Box.....
PostcodeTown/CityCountry
Tel homeMobile.....
Fax :

Surname :
First name :
Relationship to the child :
Nationality : :Language 1)..... 2).....
Occupation : :
Organisation :
Staff N° :
Type of work contract : ☐ permanent position ☐ fixed-term contract
beginning end.....
Tel. office :
E-mail address for any school communication:
Backup e-mail address:

Address :

Street :N°Box.....
PostcodeTown/CityCountry
Tel homeMobile.....
Fax :

IN CASE OF SEPARATION/DIVORCE

please give the name of the parent who has custody (document to be supplied):

GUARDIAN - only when the child does not live with his parents - (in capital letters)

Surname :
First name :
Relationship to the child :
Nationality :Language 1)..... 2).....
Occupation :
Organisation :
Staff N° :
Type of work contract : ☐ permanent position ☐ fixed-term contract
beginning end.....
Tel. office :
E-mail address for any school communication:
Backup e-mail address:

Custody of the child : ☐ Yes/ ☐ No **(custody document to be supplied)**

Address :

Street :.....N°.....Box.....
PostcodeTown/CityCountry
Tel homeMobile.....
Fax :.....

GENERAL REGULATIONS FOR LANGUAGE TEACHING IN THE EUROPEAN SCHOOLS

(See General Rules for European Schools article 47.e. Please note that at the time of inscription only the version available at www.eursec.eu is considered as valid)

Choice of language section in the nursery, primary and secondary

Regulations for language teaching

- a) In the European Schools all pupils have to study at least three compulsory languages. It is possible also to choose a fourth language as an option in secondary year 4 and a fifth language as a complementary course in secondary year 6.

No language may be studied at more than one level simultaneously and different languages may not be studied at the same level simultaneously. Level means LI, LII, LIII, LIV and LV.

- b) In the nursery school the regulations are as follows:

LI is taught from the age of four years and is the language of the section in which the pupils is enrolled. For categories I and II pupils in a school with no section corresponding to their mother tongue, special SWALS rules are applicable. Special arrangements are in place for the teaching of Irish, Maltese, Finnish and Swedish as the Other National Language (ONL).

- c) For the primary school and in secondary years 1-5 the regulations are as follows:

LI is taught from primary year 1 and is the language of the section in which the pupils is enrolled. For categories I and II pupils in a school with no section corresponding to their mother tongue, special regulations are applicable.

LII is taught from primary year 1: it may only be DE or EN or FR and must be different from LI. In secondary years 3-5 a pupil's LII (DE, EN or FR) is his/her vehicular language for human sciences, history, geography, economics and religion or non-confessional ethics.

LIII is taught from secondary year 1; it may be any official language of the EU countries not being studied as LI or LII. LIII in year 1 is a beginners' course.

LIV is taught as an option from secondary year 4; it may be any official language of the EU countries not being studied as LI, LII or LIII. LIV in year 4 is a beginners' course.

Special arrangements are in place for the teaching of Irish, Maltese, Finnish and Swedish as the Other National Language (ONL).

- d) Category III Students Without a Language Section (SWALS) are granted access to their corresponding L1 courses, in so far as the course already exists through the enrolment of category 1 and category 2 pupils.

IV. INFORMATION CONCERNING SCHOOLING

1) FOR ALL NURSERY AND PRIMARY SECTION PUPILS

Pupil's SURNAME and first name :

Language section applied for : Year :

Schools attended by the pupil during the last three school years :

School year	Name of the school/Country	Class
2017/2018
2018/2019
2019/2020

Knowledge of languages (specify the level) :

LANGUAGE	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	

Additional information :

Does your child attend the European Communities after-school center ? ☐ Yes ☐ No

CHOICE OF OPTIONS

a) **Language II** (1st foreign language) : ☐ German ☐ English ☐ French

b) For IRISH/MALTESE pupils only :

Irish * ☐ as additional subject : Yes No

Maltese* as additional subject : Yes No

** A course chosen may not be abandoned during the school year.*

c) **For the FINNISH pupils in the swedish section***: Finnish as additional subject ☐ Yes No

For the FINNISH pupils in the finnish section*: Swedish as additional subject ☐ Yes ☐ No

** A course chosen may not be abandoned during the school year.*

d) **Religion*/Ethics classes*** ☐ Catholic ☐ Jewish ☐ Ethics
☐ Orthodox ☐ Protestant

2nd choice if there are too few pupils to organise a course :

** The course will only be created if a teacher is available.*

e) Pupils requiring specific educational help¹

In order to properly evaluate if and how the school can meet the specific needs of your child please fill out the following questionnaire.

During the last two years did your child have any therapy in the following areas:

- Language or mathematics or attention disorders ☐ Yes ☐ No

If yes, please specify:

.....

- Motor skill dysfunction ☐ Yes ☐ No

If yes, please specify:

.....

- Psychological and/or behavior disorders and/or relational disorders with others ☐ Yes ☐ No

If yes, please specify:

.....

Has he/she received a particular pedagogical support in the classroom or outside? ☐ Yes ☐ No

If yes, please specify:

.....

Has he/she benefited from an adapted individual educational program? ☐ Yes ☐ No

If yes, please specify:

.....

Does your child faces:

• Learning difficulties requiring learning support? ☐ Yes ☐ No

If yes, please specify:

.....

• Language difficulties? ☐ Yes ☐ No

If yes, please specify:

.....

• Developmental delay? ☐ Yes ☐ No

If yes, please specify:

.....

• Hyperactivity? Attention deficit ☐ Yes ☐ No

If yes, please specify:

.....

• Psychological and/or behavioral problems? ☐ Yes ☐ No

If yes, please specify:

.....

¹ See document 2009-D-619-en-3, which can be consulted on the European Schools' website www.eursec.eu

• Specific syndrome?

☐ Yes ☐ No

If yes, please specify:

.....
.....

Auditory or visual disorder?

Yes No

If yes, please specify:

.....
.....

• Other problems than those mentioned above?

☐ Yes ☐ No

If yes, please specify:

.....
.....

Does your child need special assistance during the school day? ☐ Yes ☐ No

If yes, please specify:

.....
.....

We ask you to attach the assessments in your possession.

If Intensive Support is needed, please attach a detailed diagnosis and/or a multidisciplinary medical-psycho-pedagogical check-up of less than two years, written in French, English or German following the criteria described below and contact the school management for further information.

Certified “sincere and true”,

Date:.....

Signature of the parents/guardians:.....

Criteria for the medical/psychological/psycho-educational/multidisciplinary report

- Be legible, on headed paper, signed and dated
- State the title, name and professional credentials of the expert(s) who has/have undertaken the evaluation and diagnosis of the pupil
- Through medical/psychological/psycho-educational or multidisciplinary report, state specifically the nature of the pupil’s medical and/or psychological needs and the tests or techniques used to arrive at the diagnosis
- Report for learning disorders need to describe the pupil’s strengths and difficulties (cognitive assessment) and their impact on learning (educational evidence) and the tests or techniques used to arrive at the diagnosis.
- Report for medical/psychological issues need to specify the pupil’s medical/psychological needs and their impact on learning (educational evidence).
- All reports need a summary or conclusion and stating the accommodations required as well as where appropriate, recommendations for teaching/learning for the school’s consideration.
- This documentation must be regularly updated and not be more than two years old. In case of permanent and unchanging disability and when the Support Advisory Group agrees, no retesting other than regular updates will be required.
- In order to avoid possible conflict of interests, the expert assessing pupils will be neither an employee of the European School nor a relative of the pupil.
- If not written in one of the working languages, be accompanied by a translation into French, English or German

f) **SWALS PUPILS**

- **LANGUAGE SECTION REQUESTED:**

SWALS (Students Without A Language Section) will be enrolled in the English-speaking, French-speaking or German-speaking section.

In that case, please tick the box corresponding to Language I:

- ☐ Bulgarian ☐ Croatian ☐ Estonian ☐ Latvian
☐ Lithuanian ☐ Romanian ☐ Slovak ☐ Slovene

The school's Directorate reserves the right to require the child to take a language test in order to check what his/her dominant language is and choose the appropriate language section, in the child's best interests.
--

IV. INFORMATION CONCERNING SCHOOLING

2) FOR ALL SECONDARY SECTION PUPILS

Pupils SURNAME and first name :

Language section applied for :Year.....

Schools attended by the pupil during the last five school years :

School year	Name of the school/Country	Class
2015/2016
2016/2017
2017/2018
2018/2019
2019/2020

Knowledge of languages (see FAQ document, available on the school website, for your child's language assessment):

LANGUAGE	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	

CHOICE OF OPTIONS

a) Religion*/Ethics classes*:

This course will be taught in LII (in the pupils seconda language) from the third year of secondary onwards

- ☐ Catholic ☐ Jewish ☐ Ethics
☐ Orthodox ☐ Protestant

2nd choice (in case there are too few pupils to organise a course) :

*The course wil only be created if a teacher is available

b) Language II (1st foreign language) : ☐ German ☐ English ☐ French

c) For pupils of years 1, 2, 3, 4 and 5: Language III (2nd foreign language)

Choice : English, French, German, Italian, Spanish (+ Irish for Irish pupils and Maltese for Maltese pupils only).

A Language III course normally may only be organised if at least 7 pupils register. Please give a second choice in case the language course wanted cannot be organised.

1st choice :2nd choice

e) For 2nd year pupils only : Latin 2 p. ☐ Yes ☐ No **⇒ Pupils wishing to choose Latin in the 4th year must have started Latin in the 2nd Year**

f) For 3rd year pupils only : ☐ ICT 2 p. ☐ Latin 2 p. **⇒ It is possible to choose only one of the above options**

For pupils of years 4, 5, 6 and 7, please complete the option choice sheet(s).

g) Pupils requiring specific educational help²

In order to properly evaluate if and how the school can meet the specific needs of your child please fill out the following questionnaire.

During the last two years did your child have any therapy in the following areas:

- Language or mathematics or attention disorders ☐ Yes ☐ No

If yes, please specify:

.....

.....

- Motor skill dysfunction ☐ Yes ☐ No

If yes, please specify:

.....

.....

- Psychological and/or behavior disorders and/or relational disorders with others ☐ Yes ☐ No

If yes, please specify:

.....

.....

Has he/she received a particular pedagogical support in the classroom or outside? ☐ Yes ☐ No

If yes, please specify:

.....

.....

Has he/she benefited from an adapted individual educational program? ☐ Yes ☐ No

If yes, please specify:

.....

.....

Does your child faces:

• Learning difficulties requiring learning support? ☐ Yes ☐ No

If yes, please specify:

.....

.....

• Language difficulties? ☐ Yes ☐ No

If yes, please specify:

.....

.....

• Developmental delay? ☐ Yes ☐ No

If yes, please specify:

.....

.....

• Hyperactivity? Attention deficit? ☐ Yes ☐ No

If yes, please specify:

.....

.....

• Psychological and/or behavioral problems? ☐ Yes ☐ No

If yes, please specify:

.....

.....

² See document 2009-D-619-en-3, which can be consulted on the European Schools' website www.eursec.eu

• Specific syndrome?

☐ Yes ☐ No

If yes, please specify:

.....
.....

Auditory or visual disorder?

☐ Yes ☐ No

If yes, please specify:

.....
.....

• Other problems than those mentioned above?

☐ Yes ☐ No

If yes, please specify:

.....
.....

Does your child need special assistance during the school day?

☐ Yes ☐ No

If yes, please specify:

.....
.....

We ask you to attach the assessments in your possession.

If Intensive Support is needed, please attach a detailed diagnosis and/or a multidisciplinary medical-psycho-pedagogical check-up of less than two years, written in French, English or German following the criteria described below and contact the school management for further information.

Certified “sincere and true”,

Date:.....

Signature of the parents/guardians:.....

Criteria for the medical/psychological/psycho-educational/multidisciplinary report

- Be legible, on headed paper, signed and dated
- State the title, name and professional credentials of the expert(s) who has/have undertaken the evaluation and diagnosis of the pupil
- Through medical/psychological/psycho-educational or multidisciplinary report, state specifically the nature of the pupil’s medical and/or psychological needs and the tests or techniques used to arrive at the diagnosis
- Report for learning disorders need to describe the pupil’s strengths and difficulties (cognitive assessment) and their impact on learning (educational evidence) and the tests or techniques used to arrive at the diagnosis.
- Report for medical/psychological issues need to specify the pupil’s medical/psychological needs and their impact on learning (educational evidence).
- All reports need a summary or conclusion and stating the accommodations required as well as where appropriate, recommendations for teaching/learning for the school’s consideration.
- This documentation must be regularly updated and not be more than two years old. In case of permanent and unchanging disability and when the Support Advisory Group agrees, no retesting other than regular updates will be required.
- In order to avoid possible conflict of interests, the expert assessing pupils will be neither an employee of the European School nor a relative of the pupil.
- If not written in one of the working languages, be accompanied by a translation into French, English or German

h) SWALS PUPILS

▪ **LANGUAGE SECTION REQUESTED**.....

SWALS (Students Without A Language Section) will be enrolled in the English-speaking, French-speaking or German-speaking section.

In that case, please tick the box corresponding to Language I:

- ☐ Bulgarian ☐ Czech ☐ Croatian
☐ Estonian ☐ Hungarian ☐ Latvian
☐ Lithuanian ☐ Romanian ☐ Slovak ☐ Slovene

The school's Directorate reserves the right to require the child to take a language test in order to check what his/her dominant language is and choose the appropriate language section, in the child's best interests.
--

For pupils in the following categories, please complete this sheet:

- Pupils of Irish or Maltese nationalities
- Pupils who are in the Greek section
- Pupils who are of Finnish nationality and are in the Finnish section
- Pupils who are of Finnish nationality but are in the Swedish section

Please complete the appropriate paragraph:

For pupils of Irish or Maltese nationalities:

If they have not chosen Irish or Maltese as a third or a fourth language, pupils of Irish or Maltese nationalities may maintain their study of the Irish/Maltese language as an extra subject if they wish. Please note that the Irish or Maltese lessons are given outside the normal curriculum, and this choice may involve extra periods in school.

Irish as an extra subject:

☐ Yes
☐ No

Maltese as an extra subject:

☐ Yes
☐ No

For pupils of Greek nationality in the Greek language section:

Pupils in the Greek language section in years 2, 3, 4 and 5 may study ancient Greek as an extra subject. Please note that these lessons are given outside the normal curriculum, and this choice may involve extra periods in school.

Ancient Greek as an extra subject:

☐ Yes
☐ No

For pupils of Finnish nationality who are in the Finnish section:

Pupils of Finnish nationality who are in the Finnish section may study Swedish as an extra subject. Please note that these lessons are given outside the normal curriculum, and this choice may involve extra periods in school.

Swedish as an extra subject:

☐ Yes
☐ No

For pupils of Finnish nationality who are in the Swedish section:

Pupils of Finnish nationality who are in the Swedish section may study Finnish as an extra subject. Please note that these lessons are given outside the normal curriculum, and this choice may involve extra periods in school.

Finnish as an extra subject:

☐ Yes
☐ No

*Appendix to the enrolment form of pupils of categories I
Annexe à la demande d'inscription d'élèves des catégories I
Anhang zum Einschreibungsantrag der Schüler der Kategorien I*

CONFIRMATION – BESTÄTIGUNG

Category I

**PAYMENT OF SCHOOL COSTS
PAIEMENT DE FRAIS SCOLAIRES
ZAHLUNG VON SCHULKOSTEN**

We the undersigned
Nous soussignés
Wir Unterzeichnete

.....

Parents/tutors of the pupil
Parents/tuteurs de l'élève
Eltern oder
Erziehungsberechtigte des Schülers(m/w)

.....

understand that / déclarons avoir pris connaissance que / sind uns bewusst, dass

- all school invoices including insurance fees, baccalaureate examination fees, locker fees and other costs must be paid within 30 days of the invoice date/
toutes les factures relatives aux frais d'assurance, frais d'inscription au bac, frais de casiers etc doivent être payées endéans les 30 jours après la date de la facture/
alle Rechnungen betreffend Versicherungsbeiträge, Einschreibengebühren zum Abitur, Schließfächer usw. binnen 30 Tagen nach Rechnungsdatum zu zahlen sind.
- in case of payment being made after the specified date, interest at the legal rate (actually 3 %, to be revised annually) will be charged from that date/
en cas d'un retard de paiement, des intérêts légaux (actuellement 3 %, revus annuellement) seront ajoutés à compter de la date d'échéance/
im Falle einer verspäteten Zahlung, die gesetzlich vorgesehenen Verzugszinsen (z.Z. 3 %, die jährlich angepasst werden) ab Zahlungsdatum erhoben werden.

.....

date/Datum

.....

TWO parents/legal guardian's signature preceded by handwritten "we agree"
signature des DEUX parents/du tuteur légal précédée des mots manuscrits "d'accord"
Unterschrift der BEIDEN Eltern/des Vormundes mit dem handschriftlichen Vermerk « Einverstanden »

INSTITUTION:

DIVISION:

Tel :

Fax.: E-mail:

ATTESTATION FOR THE EUROPEAN SCHOOL

I, the undersigned.....,

Head of the personnel department ofhereby
certify that

Mr/Mrs/Ms.

Private address:
.....

is a member of our staff as (*) :

Staff No :

Date of beginning of contract:

Date of end of contract:

This person receives family and education allowances for the children listed below:

Surname

First name

.....
.....
.....
.....
.....

.....
.....
.....
.....
.....

Stamp of the Institution

Head of Personnel

NAME:.....

Date :

Signature:

TABLE OF EQUIVALENCES OF TEACHING LEVELS/YEAR GROUPS

Year	European School		National schools																		
			United Kingdom				Belgium		Denmark		Germany		Greece		Luxembourg		Netherlands		Austria		
			England, Wales Northern Ireland	Scotland																	
1 ^I	1st	Primary	year 2	Primary	2	Primary	1ère	Primaire	1.	Folkeskole	1.	Grund- schule	1st	Primary	1ère	Primaire	Groep 3	Basisonderwijs	1.	Volks- schule	Primar Schule
2	2nd		year 3		3		2ème		2.		2nd		2ème		Groep 4		2.				
3	3rd		year 4		4		3ème		3.		3rd		3ème		Groep 5		3.				
4	4th		year 5		5		4ème		4.		4th		4ème		Groep 6		4.				
5	5th		year 6		6		5ème		5.		5th		5ème		Groep 7		1.				
6	1st	Secondary	year 7	Secondary	7	Secondary	6ème	Secondaire	6.	Gymnasie- skole / hf	6.	Sekundar- stufe I	6th	Lower Sec	6ème	Secondaire	Groep 8	School voor V.W.O.	2.	AHS Unterstufe/ Neue Mittelschule	Sekundar Schule
7	2nd		year 8		1		1ère		7.		1st		VII		1ste		3.				
8	3rd		year 9		2		2ème		8.		2nd		VI		2de		4.				
9	4th		year 10		3		3ème		9.		3rd		V		3de		1				
10	5th		year 11		4		4ème		10.		1st		IV		4de		2				
11	6th		year 12		5		5ème		1.		2nd		III		5de		3				
12	7th		year 13		6		6ème		2.		3rd		II		6de		4				
									3.		13.			I							

Year	European School		National schools																						
			Italy				Ireland		Spain		France				Portugal		Finland		Sweden						
			1a	Scuola Elementare (Primary)		1st					Primary	1º	Education primaria								Cours préparatoire		1º		
2	2nd	2º	Education secundaria obligatoria			Cours élémentaire 1ère année		2º																	
3	3rd	3º				Cours élémentaire 2ème année		3º																	
4	4th	4º				Cours Moyen 1ère année		4º																	
5	5th	5a				5th	5º	Cours Moyen 2ème année		5º															
6	1st	Secondary	I	Scuola Media (Lower Secondary)		6th	Junior Certificate		6º	VIème		Enseignement secondaire	1er cycle	6º	Ensinso Básico	1º ciclo	1	Comprehensive school	1	Comprehensive school					
7	2nd		II			1st			1º	Vème				7º			6		2						
8	3rd		III			2nd			2º	IVème				8º			7		3						
9	4th		IV	Ginnasio	1st	Senior Certificate	3rd	Bachillerato	3º	IIIème				9º			2ème cycle		Ensinso Secundario		3º ciclo	8	Upper secondary	8	Upper Secondary
10	5th		V	2nd	4th Transition		4º		Seconde		10º			9								1		2	
11	6th		I	Liceo Classico	3rd		5th		1º	Première				11º								2		3	
12	7th		II		4th	6th	2º	Terminale		12º	3														
			III	5th																					

		European School	National schools															
			Czech Republic			Cyprus		Estonia		Hungary				Latvia				
1 st	1 st	Primary	1	Základní vzdělávání 1. stupeň základní školy / BASIC SCHOOL (primary)		1 st	Primary	1 ^{iv}	Põhikool	I aste	1.	Általános iskola (Primary school)	Ált. isk. (Pr. sch.)	Ált. isk. (Primary sch.)	1 ^v	Pirmā posma pamatizglītība (First stage basic education)		
2	2 nd		2	2 nd	2	2												
3	3 rd		3	3 rd	3	3												
4	4 th		4	4 th	4	4												
5	5 th		5	5 th	5	5												
6	1 st	Secondary	6	Základní vzdělávání 2. stupeň základní školy / BASIC SCHOOL (lower secondary)	1	6	Lower Secondary (Gymnasium)	6		II aste	6.	Középiskola (Secondary school)	Középiskola (Secondary school)	Középiskola (Secondary school)	6	Pamat- izglītība (Compul sory basic education)	Otrā posma pamat- izglītība (Second stage basic education)	
7	2 nd		7		2 nd	7		7										
8	3 rd		8		3 rd	8		8										
9	4 th		9		4 th	9		9										
10	5 th		1	Střední vzdělávání / UPPER-SECONDARY	5	1 st	10	Upper Secondary (Lyseum or Technical school)		10	Gimnāzium	10. (II)	Középiskola (Sec.sch.)	Középiskola (Secondary school)	Középiskola (Secondary school)	10	Vidusskola (Secondary education)	
11	6 th		2		2 nd	11	11											
12	7 th		3		3 rd	12	12											
			4															

		European School	National schools														
			Lithuania				Malta		Poland		Slovak Republic		Slovenia				
1 ^{vi}	1st	Primary	1st ^{vi}	Pradinė mokykla (primary)				Yr 2	PRIMARY	1	Szkoła podstawowa (PRIMARY)	1	Primary 1st degree	1	9-letna osnovna šola (Primary)		
2	2nd		2nd					Yr 3		2		2		2			
3	3rd		3rd					Yr 4		3		3		3			
4	4th		4th					Yr 5		4		4		4			
5	5th		5th					Yr 6		5		5		5			
6	1st	Secondary	6th	Pagrindinė mokykla (Lower secondary)				Form I	LOWER SECONDARY	6	Gimnazjum (LOWER SECONDARY)	6	Primary 2nd degree Secondary	6			
7	2nd		7th					Form II		1		7		7			
8	3rd		8th					Form III		2		8		8			
9	4th		9th					Form IV		3		9		9			
10	5th		10th	Vidurinė mokykla (Upper secondary)		Gimnazija	Form V	GENERAL UPPER SECONDARY	1	Liceum (UPPER SECONDARY)	1		1	Gimnazija	Splošna Klasikinė Umetinė Ekonomisk a Techniška		
11	6th		11th				1st Yr		2		2		2				
12	7th		12th				2nd Yr		3		3		3				

		European School		National schools									
				Romania					Bulgaria			Croatia	
1 ^{viii}	1st	Primary	1st	Compulsory education (Învățământ obligatoriu)	Primary education	Primary school (Învățământ primar)		1st	Primary	1st ^x	Osnovna škola (Primary education)		
2	2nd		2nd					2nd					
3	3rd		3rd					3rd					
4	4th		4th					4th					
5	5th		5th					5th					
6	1st	Secondary	6th		Lower secondary Education (Învățământ secundar inferior)	Gymnasium (Gimnaziu)		6th	Lower secondary	6th			
7	2nd		7th					7th		7th			
8	3rd		8th					8th		8th			
9	4th		9th			High school -lower cycle- (liceu – ciclul inferior)	Vocational education – Arts and Trades School (învățământ profesional - Școala de arte și meserii)	9th		Upper -secondary	1st	Gimnazija -opća, jezična, klasična, prirodoslovno-matematička, prirodoslovna (Secondary education)	
10	5th		10th					10th	2nd				
11	6th		11th		Upper secondary education (Învățământ secundar superior)	High school -upper cycle- (liceu – ciclul superior) ^{ix}	Vocational – education Completion year (învățământ profesional - An de completare)	11th	3rd				
12	7th		12th					12th	4th				
			13th						Technical education - High school -upper cycle- (liceu – ciclul superior)				

ⁱ First year starts at age of 6

ⁱⁱ First year starts at age of 6

ⁱⁱⁱ First year starts at the age of 6

^{iv} **Estonia:** The legislation stipulates 7 as the age at which children must start compulsory schooling

^v **Latvia:** The legislation stipulates that part of nursery is compulsory education, 7 is the age at which children must start compulsory basic education.

^{vi} First year starts at the age of 6

^{vii} **Lithuania:** The legislation stipulates 7 as the age at which children must start compulsory schooling. The legislation provides for starting compulsory schooling at the age of 6. The usual practice, however, is for children to start primary school at 7 years of age.

^{viii} First year starts at age of 6

^{ix} High school is including also technical education.

Romania The legislation stipulates 6 as the age of at which children start compulsory education, with the possibility for the parents to postpone the beginning of 1st grade with one year. The last 2 years of compulsory education (grades 9 and 10) can be followed either in high school (lower cycle of high school) or in arts and trades school (vocational education). Graduates of arts and trades schools can continue their studies in a completion year at the end of which they have the right to enter the upper cycle of high school. At the end of high school, the graduates of both paths (4 years direct path or 5 years progressive path) may participate in the baccalaureate exam.

^X **Croatia:** The legislation stipulates 7 as age at which children must start compulsory education (primary education). The legislation provides for starting compulsory education at age of 6. The usual practice is for children to start primary education at 7 years of age.