

MIRAS INTERNATIONAL SCHOOL ASTANA ADMISSION OF STUDENTS

Introduction

International School “Miras” is committed to the principles of equal educational opportunities and ensures a non-discriminatory approach to student admissions regardless of ethnicity, gender, religion, skin color, or national origin.

Admission to International School “Miras” is carried out provided that the School is able to ensure the necessary academic, organizational, and resource conditions for the successful education and development of the child.

Admission conditions

A student may be admitted to International School “Miras”, Astana, regardless of their previous place of study or residence, provided that the following conditions are met:

- successful completion of an interview and/or assessment;
- submission of a completed application form and a full set of required documents in accordance with established requirements;
- compliance with the age requirements for admission to the relevant level of education (Appendix 1).

Age requirements::

- Pre-school — not younger than 5 years as of the date of enrollment;
- Grade 1 — not younger than 6 years as of the date of enrollment.

Admission to the IB Diploma Programme (Grade 11) is based on the results of entrance examinations, which are typically conducted in April, June, and August. Transfers of students from other IB schools are possible during the academic year, provided that the selected subjects correspond to the School’s curriculum.

The child’s health condition is considered based on the information provided by the parents (legal guardians) in the application form. The School accepts students with mild to moderate learning difficulties, on the condition that they can successfully engage in learning within a mainstream classroom setting.

The School reserves the right to request additional medical documentation in the event of reasonable concerns regarding the child’s health condition. In cases where parents conceal significant medical information, the School reserves the right to review the terms of the contract.

Students from educational institutions within the NNEF system undergo the standard admissions procedure and may be given priority for enrollment, subject to the availability of places.

Students applying to Pre-school and Grade 1 undergo an interview involving a psychologist, a speech therapist, and a primary school teacher in order to determine their level of readiness for learning.

Based on information about the child's native language and the results of the assessment, the School administration recommends the optimal language of instruction and the format for foreign language learning.

Admission Procedure for Students

International School "Miras" admits students to its educational programmes subject to the availability of vacant places and in accordance with its internal learning support policies.

The admission procedure includes the following stages:

1. Initial inquiry by parents (legal guardians).
2. Submission of an application and the required set of documents.
3. Completion of an interview and/or entrance assessment
4. Admission decision.
5. Signing of the contract and formal enrollment

All admission procedures are transparent and are explained to parents at each stage.

Based on the results of the interview and/or assessment, a student may be recommended for a probationary period (up to one semester) or placement in a more suitable class. Upon completion of the probationary period, the administration of the respective school reviews information on the student's academic performance and adaptation in order to make a final decision. Parents receive written notification of the decision.

Organization of Interviews and Assessments

The format, composition of the panel, and duration of interviews and/or assessments are determined by the student's educational level and approved by the School administration.

These procedures are designed to evaluate the student's academic readiness, language skills, and overall preparedness for learning in an international environment.

IB DIPLOMA PROGRAMME

Admission to the IB Diploma Programme (IB DP) is contingent upon achieving the minimum required scores in the entrance assessment:

- mathematics — not less than 60%;
- english — not less than 50%.

The decision regarding admission to the IB Diploma Programme is made based on the student's overall assessment results, academic history, and school recommendations.

Selection of Subjects and Levels of Study

The selection of subjects within the IB Diploma Programme is carried out as follows:

- Applicants undergo a mandatory interview with the IB Diploma Programme Coordinator and the Career Guidance Coordinator to discuss their academic interests, entrance assessment results, and future learning plans.
- An Individual Educational Plan (IEP) is developed after completing the Subject Choice Form, through which six subjects are determined for study: three at Higher Level (HL) and three at Standard Level (SL).
- Selection of Higher Level (HL) subjects is possible upon achieving the following minimum results:
 - mathematics — not less than 80%;
 - english B (as a foreign language) — not less than 60%;
 - english A (language and literature) — not less than 80%;
 - for other subjects, previous academic results must be no lower than a grade 5 according to the Kazakhstan grading system or 6–7 on the IB scale.

Changing the Subjects and Levels

A student has the right to change a selected subject or level of study no more than once before the end of the first term of the first year in the IB Diploma Programme.

All changes must be agreed upon with the IB Diploma Programme Coordinator and approved by the School administration.

Academic monitoring

The School conducts regular monitoring of the academic progress of each IB Diploma Programme student. In the event of persistent academic difficulties, the School may recommend:

- changing the level of a subject (HL → SL)
- revising the Individual Educational Plan (IEP);
- registering the student for the IB Certificate Programme instead of the full Diploma Programme.

School recommendations are communicated to parents (legal guardians) in the prescribed manner.

Self-Study of the Native Language in Group 1

Students are allowed to study their native language independently, subject to compliance with the IB programme criteria. The School provides organizational support in finding a teacher. Financial obligations related to this mode of study are the responsibility of the parents (legal guardians). Appointed teachers are required to regularly inform the DP Coordinator of the student's progress and submit a report four times during the academic year.

Probationary period

Probationary period may be established for students with borderline entrance assessment results. Its duration typically lasts until the end of the first term.

At the end of the probationary period, the student's academic and personal progress is reviewed, after which a decision is made regarding the continuation of studies or a change in the educational pathway. The final decision is made by the Head of School.

Transfer of IB Diploma Programme Students

The School admits students who have previously started the IB Diploma Programme at other IB schools, provided that the list of subjects studied corresponds to the School's curriculum. Such students are exempt from the entrance assessment but are required to provide academic reports and proof of enrollment in the IB programme.

**П 1.
Age Requirements for Admission to Kindergarten**

Group	Age
Pre-school 1 R/K	3 years
Pre-school 2 R/K	3–4 years
Pre-school 3	4–5 years

**Appendix 2.
Student Personal File**

The student personal file is created and maintained in accordance with the School's internal regulations and includes personal, medical, and academic information.

1. Personal information

The following documents are included in the personal information section:

- Completed application form with a photo of the student, signed by the parents (legal guardians);
- Parent's (legal guardian's) application for admission to the kindergarten or school;
- Student's health record and vaccination record (original documents are kept in the School's medical office);
- Copies of the student's birth certificate and parents' (legal guardians') identification documents;
- Copy of the visa or other document confirming the legality of residence in the Republic of Kazakhstan (for international students);
- Contract for the provision of educational services.

2. Academic section

The academic section of the personal file includes:

- Original report cards or academic transcripts from the previous school (except for students of kindergarten, pre-school, and Grade 1);
- Character reference or recommendation from the previous school (if available);
- A reasoned statement based on the results of the interview and/or entrance assessments, including the decision of the admissions committee, signed by the committee members and the parents (legal guardians);
- Signed IB programme forms (upon enrollment in the corresponding educational programme).