



# APPLICATION FORM

Please complete all sections of the form and the following checklist before submitting:

- One recent passport-sized photograph of student and parents
- A copy of the student's birth certificate **and** NRIC or passport (personal details page only)
- A copy of both parents' passport (personal details page only) or NRIC
- A copy of the last two year's school reports in English (or certified English translation)
- A copy of IGCSE / SPM or equivalent results for A Level applications
- Application Fee (non-refundable) as per Fees and Policies Document

Please complete the form in block letters or typed.

**FOR OFFICE USE**

Date of application:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	PHOTO	
	Day	Month	Year					
Current Year Group:	<input type="text"/>		Applying to	<input type="text"/>				
	Year Group							
Chronological Year Group:	<input type="text"/>							
Expected entry date:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
	Day	Month	Year					

**PERSONAL INFORMATION**

Name of child (Please write the name you would like to appear on official documents)							
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>				
<b>Family Name</b>	<b>First Name</b>	<b>Middle Name</b>	<b>Preferred Name</b>				
Date of birth	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Day	Month	Year	Age as of application	<input type="text"/>	Gender	<input type="text"/>
						Male	Female
Religion:	Nationality:		Race (Malaysians only):				
Passport/NRIC no:	Child's first language:			Language spoken at home:			
Other languages:	Choice of additional language (to study in school) for children in <b>Years 3 – 11</b> .						
	French	<input type="text"/>	Bahasa Malaysia	<input type="text"/>	(Please choose one. Malaysian students must study BM)		
Student's email address ( <b>Secondary only</b> ):							
<input type="text"/>							

**EDUCATIONAL HISTORY**

Previous school (Begin with the most recent. Use additional sheet if necessary)		Date of entry	Leaving date	Year Group / Grade on leaving
Name	Address			

**SUBJECT CHOICE FOR A LEVEL STUDENTS ONLY** (up to a maximum of 4).

ART & DESIGN	<input type="checkbox"/>	BIOLOGY	<input type="checkbox"/>	CHEMISTRY	<input type="checkbox"/>	ENGLISH	<input type="checkbox"/>
GEOGRAPHY	<input type="checkbox"/>	HISTORY	<input type="checkbox"/>	ICT	<input type="checkbox"/>	ENGLISH LITERATURE	<input type="checkbox"/>
BUSINESS	<input type="checkbox"/>	PHYSICS	<input type="checkbox"/>	MATHEMATICS	<input type="checkbox"/>		

## FAMILY INFORMATION

FATHER / STEPFATHER			MOTHER / STEPMOTHER		
Photo			Photo		
Please indicate priority for contact    1 <input type="checkbox"/> 2 <input type="checkbox"/>			Please indicate priority for contact    1 <input type="checkbox"/> 2 <input type="checkbox"/>		
Name:			Name:		
Nationality:			Nationality:		
Occupation:			Occupation:		
Employer:			Employer:		
Office address:			Office address:		
Office tel:		Office fax:	Office tel:		Office fax:
Mobile no:			Mobile no:		
Preferred email address:			Preferred email address:		
<b>Home address in Kota Kinabalu, Sabah:</b>					
Home telephone number:					
<b>Contact address in home country:</b>					
Home country tel no:			Home country mobile no:		
Parents' marital status:    Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Other: _____					
If your child is admitted into KIS will he/she be living full time with:    BOTH PARENTS <input type="checkbox"/> MOTHER <input type="checkbox"/> FATHER <input type="checkbox"/>					
If not, who will he/she be living with? <b>Names:</b> _____					
Are the guardians related to you?    YES <input type="checkbox"/> NO <input type="checkbox"/>					
PLEASE NOTIFY THE SCHOOL OF ANY CHANGES IN CIRCUMSTANCES. FAILURE TO DO SO MAY RESULT IN THE WITHDRAWAL OF YOUR CHILD FROM SCHOOL.					
Name of siblings	Date of birth	Current school	Sister	Date of birth	Current school
Brother					
For families moving to Kota Kinabalu, what is the likely duration of your stay?					
How did you find out about the school? <input type="checkbox"/> Referral <input type="checkbox"/> Employer <input type="checkbox"/> Website <input type="checkbox"/> City Mall Roadshow <input type="checkbox"/> Facebook <input type="checkbox"/> Instagram <input type="checkbox"/> Other, please specify: _____					

## CHILD INFORMATION

This information helps us to assess your child's educational needs. Please complete this form as fully as possible.

- Has your child ever experienced difficulties settling in at a new school? Yes  No   
If yes, please give details \_\_\_\_\_
- Has your child ever had any behavioural difficulties? Yes  No   
If yes, please give details \_\_\_\_\_
- Do you have any concerns about your child's social development? (i.e. does he/she have difficulty making friends? Does he/she only have friends who are older or younger?) Yes  No   
If yes, please give details \_\_\_\_\_
- Has your child received any special education input in the past? Yes  No   
(e.g. an individual education programme (IEP), extra help with reading/spelling, an assessment by an educational psychologist, etc)?  
If yes, please give details and copies of relevant reports \_\_\_\_\_  
\_\_\_\_\_
- Do you think your child has any special educational needs? Are there any subjects or particular areas that you feel he/she needs a little extra help in? Yes  No   
If yes, please give details \_\_\_\_\_  
\_\_\_\_\_
- Is there any family history of dyslexia (reading and spelling problems) or any other educational difficulties? Yes  No   
If yes, please give details \_\_\_\_\_
- Does your child have (or has ever had) any visual, hearing or motor problems? Yes  No   
If yes, please give details \_\_\_\_\_
- Please add any information which you feel would help us in providing for your child's needs.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### (Applicable for Reception - Foundation 2 Applicants Only)

- Who is the primary carer for your child at home? \_\_\_\_\_
- What languages are spoken to your child at home? \_\_\_\_\_
- Please indicate your child's development milestones:

	Regularly	Beginning to
Can manage own personal hygiene (toileting) with minimal support		
Can feed independently		
Can get dressed with minimal assistance		
Can talk about an activity they are doing		
Is able to separate easily from a parent / carer		

- Please add any information which you feel would help us in providing for your child's needs.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## DECLARATION AND SIGNATURE

1. I declare that the information in this application form is true and correct. I acknowledge that any incorrect information or the withholding of relevant information may invalidate the application and that the School may withdraw an offer of a place or cancel the enrolment as a consequence.
2. School fees are due on or before the first day of term or school; I hereby agree to settle all payable school fees promptly and in accordance with KIS fee policies. I also understand and agree that if I default in paying the fees, the school has the right to bar my child/ward from attending class.
3. I accept that before I withdraw my child/ward out of the school for whatsoever reasons, six "term weeks" notice must be given by submitting a completed Leaver's Form to the Admissions Officer. Failure to do so will result in the forfeiture of the refundable deposit.
4. I agree to my child being included in swimming lessons, educational outings, physical education and extra-mural activities while he/she is attending Kinabalu International School. In the event of any accident or injury whilst participating in the above, I will not hold the School or any member of the School staff responsible. In signing this indemnity, I understand that adequate supervision will be given to the child at all times.
5. I undertake to ensure that proper care is taken of any books brought home by my child. In the event of damage to or loss of books, I will reimburse the School for the full cost of the book/books.
6. I undertake to adhere to the school rules regarding school uniform and regulation footwear.
7. I agree to co-operate with the school in matters of discipline.
8. I **agree**  **decline**  to have my phone numbers made available to other parents in the school e.g. for creation of Class WhatsApp groups. Non-indication denotes agreement.
9. I grant the school permission to take photographs, images, recordings of my child and / or their written or visual class work and use such items to celebrate their achievements. The images may also be used as part of the promotional activities of the school. *(If you **do not consent** to photographs and digital images of your child appearing on the KIS website, social media accounts, printed publications or in promotional activities, please put this in writing for the attention of the Admissions Officer).*
10. I will only use photographs and videos taken at a school event for personal use only.

\_\_\_\_\_  
SIGNATURE OF PARENT / GUARDIAN

DATE

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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**PLEASE NOTE THAT COMPLETION OF THIS FORM DOES NOT GUARANTEE THAT A PLACE IS AVAILABLE. THE SCHOOL RESERVES THE RIGHT TO REFUSE ADMISSION TO ANY STUDENT WHO DOES NOT MEET ALL THE ADMISSION REQUIREMENTS AND CRITERIA.**

## KIS MISSION AND GUIDING STATEMENTS

**Mission Statement:** At Kinabalu International School we are dedicated to providing an excellent education in a safe, caring environment, challenging students to achieve their full potential as successful global citizens.

**Guiding Statements:**

1. We celebrate individual and cultural diversity
2. We are honest, responsible and accountable for our actions
3. We treat others with dignity and respect
4. We are supportive of each other and recognise the importance of each other's well-being
5. We work with others to make the world a better place

**Aims:**

1. To provide an internationally recognised curriculum
2. To encourage global citizenship, providing students with knowledge, skills and attitudes to participate positively in the world
3. To provide a range of opportunities that challenge students to develop a wide range of skills
4. To achieve positive growth and life-long learning
5. To ensure a safe, secure and well-equipped learning environment for all.

We agree to support the School in the above Mission, Statements and Aims.

\_\_\_\_\_  
SIGNATURE OF PARENT / GUARDIAN

DATE

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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## FOR OFFICE USE

Application Fee payment:  Receipt number:  Letter of offer accepted

Year Group and Class:  Admission Number:  House:  Start date:



**KINABALU INTERNATIONAL SCHOOL** [www.kis.edu.my](http://www.kis.edu.my)  
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