

TKS Admissions Process: The 5 stages and what to expect

Stage 1: APPLY

- Submit Online Application
- Submit Agreement Form
- Submit Health Form Part 1
- Submit Health Form Part 2
- Upload Applicant's Passport photo page / or Iqama (if applicable)
- Upload Applicant's Birth Certificate
- Upload Vaccination Records and completed vaccinations
- Upload Previous Report Cards (translated to English is necessary)
 - (KG does not require previous school records
 - Grades 1 - 5 require the previous 2 years
 - Grades 6 - 12 require the previous 3 years
- Submit Kindergarten Questionnaire (KG1 - KG 3 students only)
- Send School Questionnaire to one past teacher who can speak on behalf of the applicant's school experience
- For student with Learning Support needs, please upload personal learning plans (IEPs or other supporting documents/ reports - translated into English if necessary)

All forms and supporting documents must be submitted into the Open Apply Application Platform. The application review process will begin when all application materials are received.

Stage 2: APPLICATION REVIEW

During this stage the full application is reviewed by the TKS Admissions team, grade level counseling team and principal.

Stage 3: ADMISSIONS DECISION

Families receive an email message through the Open Apply system which includes the admissions decision. Families with admitted status will receive a copy of the New Family Orientation Guide and Parent Handbook to learn more about the school prior to arriving.

Stage 4: ENROLLMENT

Once your family has arrived in KAUST:

- Submit Pre-Enrollment Form
- Submit Technology Agreement Form (Grades 6 - 12 only)
- Submit Media Consent Form

When this form is completed and uploaded to the Open Apply System, a member of our team will reach out to you to:

- Arrange a visit to campus
- Meet with your child's counselor (and Student Ambassador for ES, MS & HS)
- Finalize a course schedule (Grade 6 - 12 only)
- Collect a laptop and set up digital accounts (Grade 6 -12 only)

- Determine a start date (approximately 2 days following your visit to campus)

We will host a New Family Orientation for families whose child will begin school on the first day of the semester in August / January)

Stage 5: BEGIN SCHOOL!

- Your child’s counselor will meet your child upon arrival and introduce them to the student ambassador
- The student ambassador will mentor your child throughout the day

**TKS ADMISSIONS
PROCESS**

