



D Y PATIL
INTERNATIONAL SCHOOL
WORLI

Admissions Policy

The Admission Policy at D Y Patil International School, Worli, is rooted in the philosophy and values of the IB and the DYPIS Mission Statement. It outlines the principles, procedures, and criteria governing student admissions across all programmes. This policy should be read in conjunction with the school's other core policy documents to ensure a holistic understanding of the school's expectations and commitments.

Our Vision

We aspire to be a school from which students gain a sense of personal accomplishment, self-confidence and a lifelong love for learning. By fostering critical thinking through the inquiry process, our students develop a broad range of competencies for their future endeavors. We value a strong partnership where parents contribute to the education and success of their children.

1. We foster a well-qualified, highly-skilled and approachable faculty, and expect and support their professional development.
2. We inspire our students to strive for excellence in all aspects of their development: academic, intellectual, creative, social, physical and emotional.
3. We expect our students to become productive individuals and principled world citizens.
4. We respect every individual and every culture in our community. We believe that our diversity of cultures, languages and experience is a source of strength, inspiration and knowledge.
5. We promote the exchange of ideas and an atmosphere of openness amongst students, faculty, parents and administration.

Our Mission

To create a community of life-long learners working together in a caring, challenging and nurturing environment that encourages enthusiasm, International mindedness, independence and responsibility where academic and personal potential can be achieved.

IB Mission

The International Baccalaureate® aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. To this end the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment. These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

IB Learner Profile

At DYPIS we strive to create learners who represent a profile that develops internationally minded individuals who help to create a better world.

Attribute	Description
Inquirers	We nurture our curiosity, developing skills for inquiry and research. We know how to learn independently and with others. We learn with enthusiasm and sustain our love of learning throughout life.
Knowledgeable	We develop and use conceptual understanding, exploring knowledge across a range of disciplines. We engage with issues and ideas that have local and global significance.
Thinkers	We use critical and creative thinking skills to analyse and take responsible action on complex problems. We exercise initiative in making reasoned, ethical decisions.
Communicators	We express ourselves confidently and creatively in more than one language and in many ways. We collaborate effectively, listening carefully to the perspectives of other individuals and groups.

Principled	We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and theirs.
Open- Minded	We critically appreciate our own cultures and personal histories, as well as the values and traditions of others. We seek and evaluate a range of points of view, and we are willing to grow from it.
Caring	We show empathy, compassion and respect. We have a commitment to service, and we act to make a positive difference in the lives of others and in the world around us.
Risk Taker	We approach uncertainty with forethought and determination; we work independently and cooperatively to explore new ideas and innovative strategies. We are resourceful and resilient in the face of challenges and change.
Balanced	We understand the importance of balancing different aspects of our lives—intellectual, physical, and emotional—to achieve well-being for ourselves and others. We recognize our interdependence with other people and with the world in which we live.
Reflective	We thoughtfully consider the world and our own ideas and experience. We work to understand our strengths and weaknesses in order to support our learning and personal development.

Cambridge Learner Attributes

Cambridge learner attributes confident, responsible, reflective, innovative, engaged have been an increasingly visible design principle in the curricula of thousands of Cambridge schools worldwide. The five attributes from Cambridge are a way of recognizing that students need to develop attitudes and life skills throughout their education, as well as academic skills, in order to be successful at university and in employment.

Reference link:

<https://www.ibo.org/contentassets/fd82f70643ef4086b7d3f292cc214962/learner-profile-en.pdf>

Philosophy

D Y Patil International School, Worli (DYPISW) is a co-educational IB World School that welcomes students of all nationalities, faiths, and backgrounds throughout the year. We are committed to supporting each student's individual needs as far as possible within the school's framework. Admission and placement decisions are made based on the applicant's potential to benefit from the school's programs and educational services. Our Admissions Policy reflects our inclusive philosophy and clearly outlines the terms and conditions of the admissions process. Enrollment is not guaranteed; admission decisions are based on a thoughtful process to ensure students are a good fit for the school's offerings. Students are generally placed in the grade level that matches their age, alongside peers of the same age group. This approach supports optimal social, behavioral, and emotional development, allowing children to flourish and make the most of the school's rich curriculum.

Purpose

This policy has been developed to guide the admission process for enrollment into D Y Patil International School, Worli. Its aim is to ensure a smooth, transparent, and fair admissions experience that maintains the school's standards while welcoming a diverse student body. We strive to make the process accessible, efficient, and supportive for both parents and students.

Status of the Admissions Policy

The Admissions Policy is a "living document," i.e., it is continuously evolving, guided by ongoing research, best practices, external requirements, and dialogue within the school. The Admissions Policy is drafted and updated by the Admissions Policy Team, subject to the approval of the School's Management and the Admissions Committee.

AGE CRITERIA

AGE CRITERIA FOR ACADEMIC YEAR	
Grade	<i>Age as on 30th September</i>
Playgroup	<i>2 years and above</i>
EYP Nursery	<i>3 years and above</i>
Jr. Kg	<i>4 years and above</i>
Sr. Kg	<i>5 years and above</i>
Grade 1	<i>6 years and above</i>
Grade 2	<i>7 years and above</i>
Grade 3	<i>8 years and above</i>
Grade 4	<i>9 years and above</i>
Grade 5	<i>10 years and above</i>
IGCSE - Grade 6	<i>11 years and above</i>
Grade 7	<i>12 years and above</i>
Grade 8	<i>13 years and above</i>
Grade 9	<i>14 years and above</i>
Grade 10	<i>15 years and above</i>
IGCSE - Grade 11	<i>16 years and above</i>
Grade 12	<i>17 years and above (below 19 years)</i>

The age criteria for each grade are determined based on the period from September to August of the following year.

Admission process

1. Parents/Students are required to purchase the school brochure through our school's website or by visiting the school office.
2. Parents/Students are required to submit the school brochure duly filled and signed along with the required documents.
3. An assessment test will be scheduled for your child. Only students seeking admission to Grade 3 and above will take this written test in English and Mathematics.
4. Parents will be called for a meeting with the Management. The interaction is scheduled with the counsellor and the principal of the school.
5. The admission office reviews all the documents, test results and feedback to make the decision.
6. Applicants are notified within a week from the date of submission of the filled up form along with all the required documents.
7. An offer letter is being issued to the parents of students who have met the admission criteria.
8. Upon receiving the offer, parents/guardians must pay the non-refundable admission fees, security deposit, and tuition fees within the stipulated time.
9. Admission is confirmed upon the completion of this process only.

Required documents

- Completed Student Information Form
- Completed Media Release Form
- Personal Statement explaining why the applicant wants to enroll for the IBDP/IBCP/A & AS Level programme
- Birth Certificate
- Aadhar Card copy (for Indian citizens)
- School Leaving Certificate/Certified School Transcript
- Confidential Teacher/Principal Reference
- Last 3 years' academic record
- 2 passport photos of the child, 1 of each parent/guardian, 1 of anyone

Enrolment & Start Dates

Once fees are paid, parents receive a handbook to familiarize them with the school's philosophy and expectations. Entry is possible at any point during the academic year, especially for relocating families. For local transfers, we recommend starting at the beginning of a new academic year.

Academic Programmes

Early Years to Grade 5: International Baccalaureate Primary Years Programme (IB PYP) Grade 6 to 8- Cambridge Lower Secondary Grade 9 & 10 IGCSE (CAIE) - Students choose a minimum of 7 subjects from 5 groups, including two languages and one from each of the other groups. If the student wants to opt for the 8th subject, Additional Mathematics is offered.

Grade 11 & 12:

- International Baccalaureate Diploma Programme (IBDP): A rigorous two-year programme preparing students for university. Students select six subjects (3 Higher Level, 3 Standard Level) and complete Theory of Knowledge (TOK), Extended Essay (EE), and CAS (Creativity, Activity, Service).
- International Baccalaureate Career-Related Programme (IBCP): A unique framework combining DP courses (minimum three, including English Language and Literature SL), a distinctive CP core, and a career-related study (Business Administration and Artificial Intelligence via World Academy of Career Programme - WACP).
- Cambridge A Levels: A “gold standard” qualification for 16–19 year-olds, accepted globally for university entry. Students typically select 3 subjects in addition to the compulsory English General Paper (AS Level). Exceptional students may take 4 subjects.

Language Pathways

The Languages that are offered and the grade level are outlined below:

	Grades						
Language s	EY P	1-5 (PYP)	6-8 (CLS)	9-10 (IGCSE)	11-12 (DP)	11-12 (CP)	11-12 (A levels)
Marathi							
Hindi							
French							
Spanish							



Not Offered



Compulsory



Optional

At DYPIS, we offer Group 2 languages as per IB guidelines, focusing on language acquisition through Language B (HL/SL) and ab initio courses. These help students build communication skills and cultural understanding in a global context

Meeting with Career Counsellor

We encourage all prospective students to meet with our Career Counselling Committee and coordinators. This session helps align subject choices with educational and career goals. Even students who underperform in tests can be granted admission if they demonstrate a strong desire and clear vision for how our programs will help them achieve their goals.

Merit Scholarships

We offer Merit Scholarships to internal students seeking admission to IBDP 1 and AS Levels, and for students demonstrating exceptional entrepreneurial skills in the Career-Related Programme.

Scholarship Details : 50% waiver on annual tuition fees.

Eligibility: Students must first secure admission to be eligible to apply for the scholarship. More information about the same can be found in the Scholarship policy.

Continuation: Requires consistently good academic performance (e.g., minimum 38 points in IBDP 1 or 4 As at AS level for the second year).

Conditions : Non-transferable between IBCP, IBDP & A Levels. Students receiving cultural/sports scholarships must continue participation. Good conduct and regular attendance are mandatory.

Process : Shortlisted candidates undergo assessment and personal interview. Results are declared via email, and selected candidates must accept the offer and complete formalities within 3 days. The school reserves the right to withdraw the offer if performance or conduct expectations are not met. The Scholarship Committee's decision is final.

Support for Every Learner

We welcome students with special educational needs. Our team works closely with families to ensure every child receives the support they need to succeed. Early discussion with our Admissions Team is encouraged to assess our capacity to provide full support. More details are in our Inclusion Policy.

Right to Education (RTE)

Admissions under RTE are available (as per the local bylaws) from Grade 1, with up to five seats. The application process is through the Government portal.

Policy Links

Our Admissions Policy is closely linked with other key school documents:

Language Policy : At the heart of DYPISW's mission is a commitment to immersive instruction of languages. This policy explains our language-based philosophies as well as the practices we have in place to support students with varying language backgrounds. At DYPISW, the primary language of communication is English. Every student is required to study another language other than English.

Academic Integrity Policy: The admission policy mentions that while granting admissions at DYPISW, a student's previous academic record will be reviewed to ensure that he/she has not been involved in any form of academic misconduct. In case there is any record for indulgence in academic misconduct, DYPISW may at its sole discretion decide not to grant admission to students who had indulged in such practices in their previous school(s). Further, at the time of admission to DP, the admission policy makes it mandatory for students and parents to sign an academic honesty contract. Once admitted, students and families are expected to abide by and support academically honest practices.

Assessment Policy : Assessment data is critical in informing instructional practices differentiation strategies, and curricular growth and development in the school. This policy explains how students will be assessed during and after admission and how assessment data will inform other practices in the school.

Inclusion Policy: While DYPISW does not discriminate on the basis of a special educational need, we are only able to admit students whom we are able to fully support. This policy document explains how students, once admitted, are supported for certain special educational needs. The admission policy is linked with the Inclusion Policy as the admission policy mentions that at the time of admission, students who have special needs or show a gap in their academic performance are gauged for the level of intervention that would be required to make their learning journey in DYPISW a meaningful one.

Review dates

The policy will be reviewed every two years led by the SMT members.

Last Review Date	August 2025
Next Review Date	August 2027 or earlier if the IB or CAIE changes its policies/guidelines

The review committee will make sure that any revision to the policy is coherent with the beliefs and values of the IBO and CIE board requirements.

Declaration

Parents are required to read and sign the admission policy as stated above. By signing the document, parents indicate that they accept the terms and conditions for their child to be considered for admission to the Diploma Programme at DYPISW.

Student's Name:

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Grade: **Parent's Signature:**

Date:

Works cited

- Edubridge International school Policy manual, Mumbai (2013)
- Admission Policy for IB final Neev Academy Admission Policy
- <https://www.ibo.org/programmes/career-related-programme/curriculum/>

Admission Policy Review Committee

- Pedagogical Leadership Team
- Admission Officer
- Special Educator
- Social and Emotional Counsellor



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