

INTERNATIONAL INDIAN SCHOOL – DAMMAM

REF: IIS: PRINC: CIR: 0286:24

21st December 2024

CIRCULAR

Admissions Open from Nursery & Above for the Academic Year 2025-26

Dear Parents,

Greetings from IIS Dammam!

International Indian School, Dammam invites applications from students of Indian Nationality for admission in the coming Academic Year 2025 - 2026.

The age guidelines as laid down by the CBSE are given below. **PLEASE NOTE AGE OF THE CHILD IS CALCULATED AS ON 31ST MARCH 2025 AND THIS IS FOLLOWED THROUGHOUT THE ACADEMIC YEAR IRRESPECTIVE OF THE MONTH THE ADMISSION IS TAKEN:**

Class	Age
Nursery [Preschool]	3 years – 4 years
LKG	4 years – 5 years
UKG	5 years - 6 years
Class I	6 years - 7 years
And so on	

The Link for online admission registration is available in school website www.iisdammam.edu.sa. **Detailed PROSPECTUS 2025-26 is also uploaded.** Please go through the same thoroughly.

Parents must fill out all the required details of their wards in the online registration form and submit online. Once the submission is done successfully, an auto-generated reference number will be available which should be retained for future references and use.

A printout of the form submitted online should be taken and submitted along with all the other documents at the time of admission. The date for admission test (if required) and the date of admission will be intimated via SMS / Email. The Parents should make it convenient to visit the Boys' Section on the allotted date and time to complete the Registration / Admission formalities. **Online Registration does not guarantee admission.**

Admission will be granted on the basis of age and admission test up to **Class III**.

Transfer Certificate and Pass Certificate / Progress Report from a CBSE Affiliated / Recognized State Board School is compulsory for seeking admission in **Class IV and above**.

Provisional admission for non IISD Students will be given in Class XI based on the eligibility, admission test and the availability of seats.

For admission in class X and XII, parents are advised to approach the COE [Room 104] in the Boy's Section in order to get more information on seat availability, minimum documents requirement and admission procedure.

Parents are advised to do the Online Registration at the earliest in order to ensure admission for their wards.

Registration & schedule of Admission test dates in the school will be intimated later. Your support and co-operation is solicited.

You are requested to bring a print out of the filled in application form PDF along with other documents for verification at the time of admission. Please find the below set of documents needed:

1. A copy / printout of the filled application form PDF submitted online.
2. Original Passport of the Child for verification.
3. Passport & Iqama copies of father, mother & child [Child Iqama - 2 copies are required] for each application.
4. Valid Iqama copy of the father & child showing last renewal status for each application.
5. Absher / Muqem print-out of child is mandatory as Iqama expiry date is required.
6. Resident **VISA PAGE** issued by VFS (for new arrival in the kingdom and whose iqama is under process).
7. Original Transfer Certificate from the last school attended for admissions from Class IV and above in the beginning of the academic year. In case, the admission is sought in between the current academic year, Original TC is mandatory for all grades.
8. Two recent passport sized photographs.
9. Original Mark sheets of the final examination and CBSE Registration Number / LOC in case of admissions for classes X and XII.
10. Noor registration must be cancelled from the school last attended (for local transfer).

In order to confirm the admission of your ward the applicable establishment fee and the tuition fee for April 2025 has to be paid immediately. For details regarding the fee payment and refund rules kindly refer to the **PROSPECTUS 2025-2026** available on the school website.

Kindly note:

1. Please do not bring your child along with you at the time of verification.
2. Only one parent is allowed to come with all the documents.
3. Admissions are granted only to those children who are holding valid Iqama.
- 4. Children on visit visa will not be granted admission.**

Please bring all the documents without any fail, school will not provide any copies.

In case of any queries, please contact the following numbers between 8 am to 2:30 pm from Sunday – Thursday and on Saturday (8 am to 12 pm).

Boys section Tel: 0138142801 (Extensions: 200,253,204).

Girls section Tel: 0138140881.

With Regards,


21/12/2024

SUNIL PETER
Principal

