



## AMERICAN SCHOOLS OF ANGOLA SCHOOL STUDENT SELECTION NOTICE 2020

Notice N°1/2019 - admission of scholarship students for grades from Kindergarten in Early Childhood Education to 11<sup>th</sup> Grade in High School for the Rosalinda unit.

Admission of scholarship students for grades from Kindergarten in Early Childhood Education to 11<sup>th</sup> Grade in High School for the Rosalinda unit.

The Board of American Schools of Angola makes public, under the terms of this Notice, the rules and procedures for the admission of scholarship candidates to enroll.

### **1. INTRODUCTION**

- 1.1 The American Schools of Angola is committed to developing leadership skills in its students so that they are able to contribute to a better world through comprehensive education, anchored on three pillars: Academic Excellence, Development and Life Intelligence, and training for Global Citizenship.
- 1.2 Be Extraordinary, an American Schools of Angola scholarship association, is an independent, non-profit association whose purpose is to offer scholarships to low-income youth.
- 1.3 Together, American Schools of Angola and Be Extraordinary support the American Schools of Angola scholarship program, which seeks extraordinary children and young people whose families are provenly unable to afford the School and share our dream to transform Angola with responsibility, kindness, respect, enthusiasm and excellence.
- 1.4 The admission of new scholarship students for the 2020 school year will be in accordance with the rules established in this Notice.
- 1.5 The American Schools of Angola retains autonomy to implement the student admissions policy and reserves the right to make any changes if deemed necessary.

### **2. VACANCIES**

- 2.1 American Schools of Angola carries out two independent processes per year, before the beginning of each semester, in June/July and November/December.
- 2.2 The eliminated candidate's scholarship process cannot enroll in the regular process for the school year to which competed for the scholarship process.

### **3. ELIGIBILITY**

- 3.1 Kindergarten Candidates for Early Childhood Education, and 1<sup>st</sup> Grade for Elementary:
  - 3.1.1 The forms will only be considered for candidates born within the cutoff date corresponding to the class, according to the table below:

<b>CLASS</b>	<b>APPLICANT AGE</b>
Kindergarten for Early Childhood Education	5 full years until 31/08/2020
1 <sup>st</sup> Grade for Elementary	6 full years until 31/08/2020

- 3.2 Candidates for 2<sup>nd</sup> Grade for Elementary through 11<sup>th</sup> Grade for High School:

3.2.1 The forms will only be considered for candidates who are attending the class immediately preceding the class applied in the selection process.

3.3 Application of siblings of current American Schools of Angola students:

3.3.1 Brothers of current American Schools of Angola may only apply for the scholarship process from the 2nd Grade of Primary Education.

4. **APPLICATION**

4.1 Pre-Application Form:

4.1.1 The pre-application period for all of the above grades for the 2020 school year begins on November 1, 2019 and will end on December 12, 2019.

4.1.2 The pre-application form must be completed in full through the Open Apply portal, located on the American Schools of Angola website [www.asangola.com](http://www.asangola.com), following completion of the full application form.

4.1.2.1 An applicant who submits an incomplete application form will be disqualified from the student admission process.

4.1.2.2 Applicants who do not attach all required documents to the online application form will be disqualified from the student admission process.

4.1.2.3 In the event of any divergence of information between the online application form and the accompanying documentation, the applicant will be disqualified from the student admission process.

4.1.2.4 The name of the candidate in the registration form must be presented according to the birth certificate.

4.1.2.5 Duplicate entries will not be accepted.

4.2 Documents attached to the form:

4.2.1 After completing the online form, the documents listed below must be attached to the application form for completion:

- Upload candidate's photo in the application form.
- Bank statement for the last six months of all bank accounts of the father, mother and financial sponsor, if other than father and mother.
- Proof of salary of father and mother, and financial sponsor, if other than father and mother.
- Letter of recommendation:
  - The letter must be written by a person who is not related to the applicant and must contain the following information:
    - What kind of relationship do you have with the family and the candidate?
    - Reasons why you are recommending the candidate;
    - How do you believe the applicant and family can contribute to the American Schools of Angola community?

4.2.2 American Schools of Angola may request additional documents if deemed necessary.

4.3 Presential Selection Steps

4.3.1 Kindergarten Candidates for Early Childhood Education and 1<sup>st</sup> Grade for Elementary:

4.3.1.1 Successful candidates in the pre-application form review and documentation review phase will be called on the date and time informed by email for further stages, listed below, also of an elimination nature.

<b><u>PHASES</u></b>	<b><u>PERIOD</u></b>
Dynamics with the candidate	November
Interview with the guardians	November

Interview with the Be Extraordinary Council	December
Final result	December

4.3.2 Candidates from 2nd Grade for Elementary to 11th Grade for High School:

4.3.2.1 Applicants who have submitted the requested documentation will be summoned at the time and date informed by email for further steps, listed below, also on an eliminatory basis.

<b><u>PHASES</u></b>	<b><u>PERIOD</u></b>
Interview with the candidate	November
Interview with the guardians	November
English and math assessment	December
Interview with the Be Extraordinary Council	December
Final result	December

4.3.3 In case of non-attendance at one of the stages, the candidate will be automatically eliminated from the selection process.

4.3.4 At the end of each stage, parents/guardians will receive an email from the American Schools of Angola confirming the approval or deletion of the candidate and clarifying the next steps.

4.3.5 If the applicant has any special needs to perform the assessment, the guardians should inform the admissions department by sending an email to [enrollment@asangola.com](mailto:enrollment@asangola.com) and attaching the medical report that proves this need, informing what type of adaptation is necessary.

4.3.6 There will be no disclosure of “grades”, “scores” or “rank order”.

4.3.7 There will be no second call, evaluation review and/or review of results.

#### 5. **ENROLLMENT COMPLETION PROCESS**

5.1 The enrollment of the approved candidates in the selection process will be completed after the payment of the registration fee, annual tuition, meal plan and uniform.

5.2 The delivery of the transcript must be made within 60 days after the beginning of the classes.

5.2.1 Failure to submit the transcript may result in cancellation of the registration and scholarship with which the candidate was awarded.

#### 6. **GENERAL PROVISIONS**

6.1 The admission process for new scholarship students described in this Notice will only be valid for enrollment in the 2020 school year.

6.2 The scholarship must be renewed annually based on criteria established in contract with the School.

6.3 The American Schools of Angola reserves the right to enter into partnerships and/or agreements with other institutions, which will allow other specific means of evaluation for the entry of candidates.

6.4 By enrolling the candidate in the process of new scholarship students for the 2020 school year, his/her guardian states that he/she knows and accepts the rules set forth in this Notice.

6.5 All communications between American Schools of Angola and candidates' guardians will be by email and/or telephone and will be kept confidential.

6.6 All fellowship participants are subject to being photographed and filmed for the purpose of the Program and authorize the use of images for both American Schools of Angola and Be Extraordinary.

6.7 If the School becomes aware that any information declared in the scholarship process is untrue, the School reserves the right to cancel the scholarship granted.