

# How to Apply to WYIS

## STEP 1: Application

Please use this checklist to ensure you have all the documents and items required.

a. Complete the following WYIS forms

- Completed and signed Application for Enrollment form (Pages 1-4)
- ECC questionnaire completed (ECC 3 - K students only)
- Completed Invoice Preparation form
- Bussing Application (if bussing is required)

b. Prepare the following previous school records

- Applicant's previous school records (Students Grade 2 and above, 2 year minimum, in English)
- Completed WYIS high school credit request form /school profile/ grade system instruction from previous school (Grade 9 second semester and grade 10-12 applicants)

c. Submit the following with the above-mentioned documents

- Copy of applicant's passport
- Copy of applicant's current visa
- Applicant's passport style photo x 1 (taken within the last 6 months)
- Copy of parent passport (both parents' passports are required)
- Copy of parent current visa
- Registration fee (1500 RMB payable in **cash** on the assessment day)

d. Complete the following WYIS medical information and have a physical examination

- Student Medical Report
  - \* Part 1: Student Health Form completed by parent
  - \* Part 2: Medical Examination Form completed by a medical physician
  - \* Part 3: Tuberculosis Assessment completed by a medical physician
  - \* Part 4: Submit student vaccination report in English

## STEP 2: Entrance Assessment

Schedule an entrance assessment

- ESOL/ Chinese assessment if needed (where applicable)
- Grade 1 through 12 entrance assessment
- Readiness assessment for ECC 3 thru Kindergarten students

## STEP 3: Admission

We will advise you within **2-3 school days** if the student has received an Offer of Placement\* or has been denied.

## STEP 4: Enrollment\*\*

Before your child can start school, the following must be completed:

a. Introduction meeting with department principal

b. Payment of Capital Fee

- Payment of Capital Fee and Registration Fee must be paid in full within two weeks of acceptance in order to secure a seat **and** before the student is enrolled to start school. All other fees and tuition must be made according to the payment schedule on your invoice.


PLEASE NOTE:

\* An Offer of Placement does not guarantee enrollment. To have your child enrolled you must complete step 4 prior to their start date.

\*\* Any missing documents or incomplete payments may result in a delayed start date for your child. We appreciate your cooperation in ensuring all these documents are handed in in their entirety and in a timely manner.

# APPLICATION FOR ENROLLMENT

Please complete the form in English block letters.

<b>STUDENT FULL NAME (AS ON PASSPORT)</b>	<b>SURNAME</b>	<b>FIRST NAME/S</b>	
<b>PREFERRED NAME</b>			
<b>Passport Birth Date</b>	YYYY / MM / DD	<b>Current Grade</b>	
<b>Gender</b>	<input type="checkbox"/> Male	<b>Requested Grade</b>	
	<input type="checkbox"/> Female	<b>Desired Start Date</b>	
<b>Home Phone</b>		<b>Preferred Cell #</b>	
<b>Preferred Email(s)</b>			
<b>Address in Wuhan Building #, Street, District &amp; Zip Code</b>			
<b>Passport Number</b>		<b>Date of Expiration</b>	
<b>Visa Number</b>		<b>Date of Expiration</b>	
<b>Nationality</b>			
<b>Languages Spoken at Home</b>		<b>Other Languages Spoken</b>	

## ACADEMIC INFORMATION Previous schools attended (minimum last 2 years)

School Name <small>(e.g. International School of Bangkok)</small>	Location <small>(e.g. Bangkok, Thailand)</small>	Phone and Fax #	Grades Attended <small>(e.g. 5-8)</small>	Years Attended <small>(e.g. 2005-2008)</small>	Type of School <small>(e.g. IB/US/UK)</small>	Instruction Language <small>(e.g. English/Chinese)</small>

How many years has the applicant been studying English? \_\_\_\_\_

Has the applicant ever been tested for or received help for reading or learning difficulties?      Yes      No

If yes, please explain: \_\_\_\_\_

Has the applicant been repeated a grade or advanced a grade?      Yes      No

If yes, please explain: \_\_\_\_\_

Has the applicant ever been dismissed or suspended for discipline reasons?      Yes      No

If yes, please explain: \_\_\_\_\_

## FAMILY INFORMATION

Father's Full Name	SURNAME		FIRST NAME/S	
Work Phone #		Cell Phone #		
Passport Country				
Employer			<input type="checkbox"/> Business <input type="checkbox"/> Education <input type="checkbox"/> Student <input type="checkbox"/> Other _____	
Living in China	<input type="checkbox"/> Yes	<input type="checkbox"/> No		Employment Type
Mother's Full Name	SURNAME		FIRST NAME/S	
Work Phone #		Cell Phone #		
Passport Country				
Employer			<input type="checkbox"/> Business <input type="checkbox"/> Education <input type="checkbox"/> Student <input type="checkbox"/> Other _____	
Living in China	<input type="checkbox"/> Yes	<input type="checkbox"/> No		Employment Type

## NAMES OF SIBLINGS APPLYING TO OR ALREADY AT WYIS

Name		Grade		<input type="checkbox"/> Applying to WYIS <input type="checkbox"/> Student at WYIS
Name		Grade		<input type="checkbox"/> Applying to WYIS <input type="checkbox"/> Student at WYIS

If the student does not live with their parents, please give details of their Legal Guardian

Last Name		First Name	
Relationship		Nationality	
Employer		Cell Phone #	
Work Phone #		Home Phone #	
Email			
Address in Wuhan			

## EMERGENCY CONTACT INFORMATION

Name and contact information of someone IN WUHAN who is NOT A PARENT/GUARDIAN. This will be used in an emergency if we cannot reach the parent/guardian.

Last Name		First Name	
Relationship		Language	
Work / Cell Phone#		Home Phone #	

## FINANCE

Who will pay the fees? (please <input checked="" type="checkbox"/> one)	<input type="checkbox"/> Self-pay <input type="checkbox"/> Company pay <input type="checkbox"/> Company and Self-pay
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## OTHERS

<b>Where did you hear about WYIS?</b> <input type="checkbox"/> Friend <input type="checkbox"/> Internet <input type="checkbox"/> Other _____	<b>Why did you choose WYIS?</b> _____
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## BUSSING

Will you require school bussing?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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# PHILOSOPHY STATEMENT

Wuhan Yangtze International School is committed to the following in all aspects of its existence:

- 1. Excellence.** We believe that every aspect of WYIS should be characterized by a commitment to excellence. As a result, we focus on the following:
  - Strong academics
  - Strong professional development for teachers focused on best classroom practices
  - Administration focused on learning
  - High personal and professional standards for recruitment of faculty
  - Clear communication with stakeholders
  - A focus on meeting the needs of all students admitted to the school
  - Maintenance of accreditation
- 2. Truth.** We believe in the existence, accessibility, and applicability of transcendent truth. Students should be able to articulate and defend an appropriate view of truth.
- 3. Character/Integrity.** We desire for all students to become people who consistently do right in thought, word, and action. Therefore, we emphasize service, character development, a strong work ethic, perpetual growth, loving interaction with others, and an appropriate level of independence.
- 4. Relationships.** We desire to be a community where all are nurtured and appreciated. All cultures are respected, all people are valued, and students are encouraged and supported individually.
- 5. International impact.** We desire for our students and faculty to make a positive, lasting impact in any context in which they find themselves. Students are trained to be good citizens and contributing members of their communities both now and in the future, even if that means crossing cultural barriers.
- 6. Education.** We believe that education is most effective in the context of a clearly defined curricular approach, strong parental support, and international emphasis. Therefore, we value the following:
  - A partnership between the school and the parents
  - An emphasis on developing the whole child
  - Preparation of students for college
  - An international curriculum with North American elements
  - A focus on mastery of a core body of knowledge and on the discovery of additional knowledge, seeing both within the framework of transcendent truth

## PURPOSE STATEMENT

*Wuhan Yangtze International School educates expatriate children to become dynamic individuals of truth and excellence who effectively contribute to society.*

## STATEMENT OF NON-DISCRIMINATION

The Wuhan Yangtze International School does not discriminate on the basis of race/ ethnic origin or gender in its admissions or in any school programs.

# LEGAL RELEASE

## For participation in various WYIS activities and field trips

### Waiver and Release

Wuhan Yangtze International School and its employees and agents are hereby released and forever discharged and held harmless from any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from the participation by \_\_\_\_\_ in the various activities/field trips of Wuhan Yangtze International School.

### Medical Treatment

Wuhan Yangtze International School and its employees and agents are hereby released and forever discharged from any claim whatsoever that arises or may hereafter arise on account of any first aid, treatment, or other medical service in connection with various activities/field trips. The parents and/or legal guardians do hereby authorize treatment be rendered as is deemed necessary by the faculty participating in the activity. In the event of an emergency, the person named as your *Emergency Contact* will be contacted if possible, but it is recognized that such contact may not be possible due to the communication system in China.

### Insurance

Wuhan Yangtze International School does not carry or maintain health, medical, or disability insurance coverage for any participants in the various activities/field trips. Each participant is expected and encouraged to obtain his or her own medical or health insurance coverage.

### Other

The student and the student's parents and/or legal guardians expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the People's Republic of China and the home country of such persons and shall be so interpreted by any court or other person who may be called upon to review its terms. The participant and the participant's parents and/or legal guardians agree that in the event that any clause or provision of this Release shall be held to be invalid by any court or competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provision of this Release, which shall continue to be enforceable.

### Media Release

I hereby give permission for images of my child, captured during regular and special WYIS activities through video, photo and digital camera, to be used solely for promotional material and publications of Wuhan Yangtze International School and its parent company, Leadership Development International, and waive any rights of compensation or ownership thereto. *Please see below if you wish to opt-out of the Media Release.*

I have read and understand the Legal Release and therefore release Wuhan Yangtze International School of all responsibility or liability as stated in this release form. I have read and understand the philosophy of Wuhan Yangtze International School and agree to support the stated Philosophy, goals, and objectives of the school program and abide by its rules of operation. I will pay all tuition and other related fees according to the stated schedule and understand that my child will not be able to attend class if I fail to comply with this agreement. I have had explained to me WYIS's position according to the statement above and asked for clarification where needed.

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mother's Signature

\_\_\_\_\_  
Date

**If you object to the Media Release statement, please tick this box and state your objection. We will not use pictures of your child.**

# BUSSING APPLICATION

(one form per family)

Date of Application \_\_\_\_\_

## STUDENT INFORMATION

Name		Gender		Grade	
Name		Gender		Grade	
Name		Gender		Grade	
Name		Gender		Grade	

## PARENT TO CONTACT IN THE EVENT OF AN EMERGENCY

Father or  Mother

Name		Nationality/ Language	
Employer		Work Phone #	
Home Phone #		Cell Phone #	

## NON-PARENT EMERGENCY CONTACT

Name		Cell Phone #	
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**Detailed pick up address**, including building number and gate number, if applicable. Print in Chinese if possible.

\_\_\_\_\_  
\_\_\_\_\_

**Waiver and Release:** Wuhan Yangtze International School and its employees are hereby released and forever discharged and held harmless from any and all liability, claims, and demands of whatever kind or nature, either in law or in equity, which arise or may hereafter arise from the participation by the above--named student in the WYIS bussing program.

Name of Parent/Guardian \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_