



أكاديمية الشيخ زايد الخاصة للبنات  
THE SHEIKH ZAYED PRIVATE ACADEMY FOR GIRLS

# WELCOME TO SZPAG



## Admissions Handbook



# INTRODUCTION



The Sheikh Zayed Private Academy for Girls (SZPAG) is one of a group of schools established to offer students a blended curriculum which promotes a strong sense of Emirati identity within an international framework. This outstanding global education provides students with increased opportunities as they move beyond the school setting and into the workplace.

The schools' founding vision included the belief that, for the current and future generations of students to take their place as leaders in UAE society, they would be more effective if they understood the culture and heritage of their nation. In addition to a quality education, students would acquire highly developed Arabic literacy skills and deep knowledge of the UAE's values and culture. These beliefs are embodied in the schools' values which are to develop successful young leaders who are confident, self-reflective, and global citizens.

We are delighted that you are considering enrolling your child in our school. SZPAG offers a premium academic education to children from Pre-K through grade 12. It is co-educational from Pre-K through grade 3 and single-gender (girls-only) from grade 4 onwards.

This handbook has been prepared by the SZPAG Admissions Department to guide you through the application and admissions process for the school. We ask that you please read this handbook in full before applying. The Admissions Department is dedicated to providing a comprehensive service to children and their parents, covering the enrollment and withdrawal of students and all related transitional assistance. We are available online, by telephone and in person between 8:00 AM and 2:30 PM Monday through Thursday and from 8:00 AM to 12:00 PM on Friday.



# WHO ARE WE?

## Our Vision

Honoring the past. Educating for the future.

## Our Mission

The Sheikh Zayed Private Academy for Girls aims to honor the past and educate for the future by developing confident, responsible and caring young people of integrity who are well educated and prepared to meet the challenges in an ever-changing world.

## Values

To achieve our mission, we will work to our core values which are to:

- Pursue excellence in all that we do.
- Celebrate achievement and participation of all.
- Appreciate and foster UAE National Identity.
- Cherish the community and the environment.
- Promote Emirati culture and ethical values.
- Promote respect, responsibility, belonging and caring.
- Develop leadership capacity and global citizenship.



HONORING THE PAST. EDUCATING FOR THE FUTURE.



# IN THIS HANDBOOK



Abu Dhabi, UAE

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registrar@zayedacademy.ae



<https://www.szpag.com/szpag>



8:00 AM to 2:30 PM from Monday through Thursday

8:00 AM to 12:00 PM on Friday

- The SZPAG Admissions Team will be happy to assist you throughout the admissions process.
- If you would like to arrange a school tour to learn more, please call us at the above numbers and we will be happy to arrange a visit.

## Disclaimer:

The information in this Admissions Handbook is accurate at the time of publication but may be subject to change. The most up-to-date information is always available on our website ([www.szpag.com](http://www.szpag.com)) or by contacting the school directly.

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# ADMISSIONS

Choosing a school to work with you in educating your child is one of the most important decisions you will make. At SZPAG, the Admissions policies and procedures have been established to make certain that students are appropriately placed while maintaining the integrity and consistency of school policies and the application process. Proper placement will ensure that those students admitted benefit fully from the educational program and that they will have a higher probability of a successful learning experience.

The purpose of the SZPAG Admissions Department is to provide services for the enrollment and/or withdrawal of students at The Sheikh Zayed Private Academy for Girls and all related transitional assistance. The Admissions Department is committed to working together with families and prospective parents. They also collaborate with the school principal, leaders, curriculum coordinators, counselors and the Accounts Department.

#### Enrollment Disclaimer:

The schools make every effort to enroll all students who have fully completed the application process and who have met the academic acceptance requirements. However, enrollment and class size limitations are established each year by SZPA administration. The administration reserves the right to limit enrollment as well as to exclude students at any time as it deems necessary.

**Pre-K to grade 12**



# ADMISSIONS PROCESS



The first step in the admission process is to complete the inquiry online:

<https://adportal.zayedacademy.ac.ae/online-application/index.php/enquiry/?campus=SZPAG>

The Admissions Department will contact the parent/guardian within 1 working day of receipt of the inquiry.



Schedule a tour or a meeting with a member of the Senior Leadership Team for more information about The Sheikh Zayed Private Academy for Girls.



Submit the completed application to the Admissions Department. They will be in touch within 2 working days of the submission.

For more detailed information, please see pages 16 and 17 in the handbook.



Within one week of the assessment, an offer letter will be sent to the successful applicant if seats are available. Once the parent accepts the offer letter and the registration fee is paid, your child will be enrolled.





# THE SHEIKH ZAYED PRIVATE ACADEMY FOR GIRLS (SZPAG)

The Sheikh Zayed Private Academy for Girls (SZPAG) opened in 2000. It is an exclusive and prestigious private school offering a Pre-K to grade 12 progressive curriculum in Abu Dhabi. The academy offers co-educational instruction from Pre-K to grade 3 and girls' education from grade 4 to grade 12. The SZPAG teachers are invested in guiding their students to become self-disciplined and responsible learners who are able to work independently and cooperatively. Our school provides a positive learning environment that is responsive to the social and academic needs of each student. We encourage close collaboration and partnerships with students, parents and staff.

At the core of what we do is innovation. It is important that our students are equipped with the competences and values to be contributors and leaders of society. Innovation is embedded, not only in our school's mission, but in all aspects of our curriculum. Our students are equipped with a 1-to-1 iPad which provides individualized support based on student need. Throughout the school, coding, robotics, computer science and STEM are integral parts of our curriculum.

## Important!

### ACCREDITATIONS AND DESIGNATIONS

- New England Association of Schools and Colleges (NEASC) Accredited
- The UAE Ministry of Education curriculum for Arabic subjects
- Council of International Schools (CIS) Accredited
- Apple Distinguished School (ADS)
- Unified Champion School
- AP College Board test center
- SAT College Board test center
- American Heart Association (AHA) course provider
- National Association of Advisors for Computers in Education (NAACE) accredited

### AWARDS

- 1st place in the Arab World for the Outstanding Digital Innovation Reading Project.
- 3rd place in the Dream of Fifty Generations Competition, Second Category.
- 3rd place in the Young Archivist Competition.
- The College Board Award in 2022 for the Advanced Placement (AP) Computer Science Female Diversity

**Outstanding school**

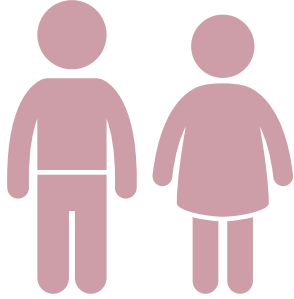
**Based on National Identity Mark**

**High-performance school**

**(Very Good with Outstanding Features) based on Irtiqaa Inspection Report**



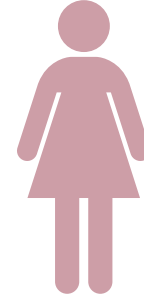
# OUR STUDENTS



## Pre-K to Gr3

Boys & Girls

Co-ed school facility: Safe and secure buildings to accommodate the students' ages and needs.

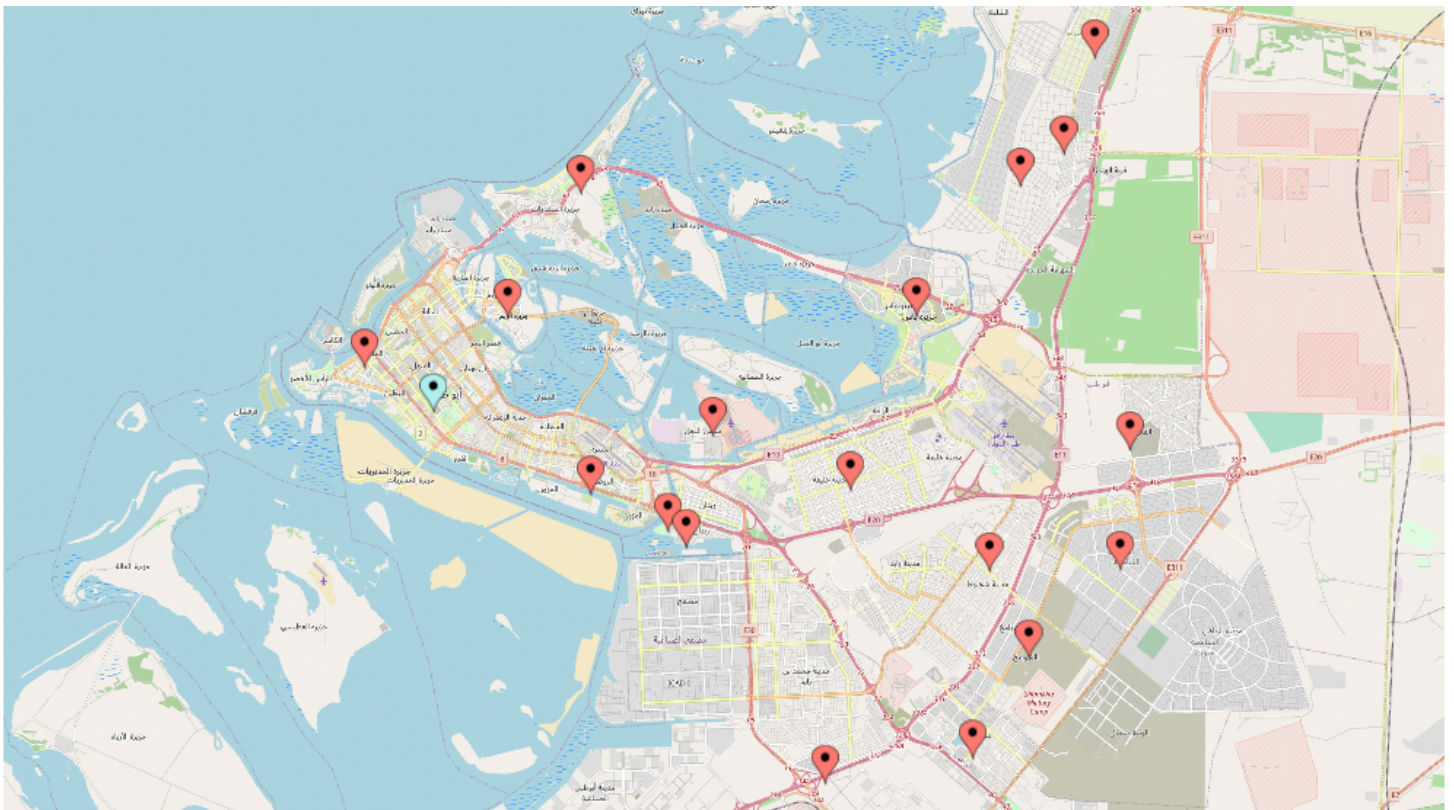


## Gr4 to Gr12

Girls Only

Our students have been accepted into prestigious institutions including top 100 universities in the US and UK, and top 20 universities in the UAE.

## 92% of SZPAG students are UAE National (Emirati)



SZPAG serves families from all over Abu Dhabi City, availing themselves of the high academic standard of education we provide.





# THE CURRICULUM

## We offer the American Massachusetts State curriculum

The Sheikh Zayed Private Academies selected the Massachusetts State Curriculum Frameworks to deliver our American-curriculum education. This framework provides teachers, students and families with clear and shared expectations for what all students should know and be able to do at the end of each year (standards-based learning). In support of this, students engage with their teachers in challenging lessons that meet their educational needs in all subject areas. The standards represent a promise of equitable education for all students. They formalize the expectation that all students have access to the same academic content, regardless of their location, background or abilities.

We believe our students should be equipped with the competencies and values to be contributors and leaders of society. Our curriculum is distinguished by its focus on rigor, differentiation and innovation. We strive to use active learning models that encourage critical thinking, problem-solving and language development. Our school offers a comprehensive and growing Advanced Placement (AP) Program to provide students with the opportunities to study at the college level at High School. Full support is provided to the students to ensure the highest outcomes in both internal assessments and the external end-of-year AP Examinations.

As part of our drive to educate for the future, the school includes green screen facilities, digital music suites and high IT infrastructure to compliment our one-to-one iPad program.

## The "Arabi "Program for Enhancement of the Arabic Language Skills

Under the patronage of Her Highness Sheikha Fatima bint Hamdan bin Zayed Al Nahyan, The Sheikh Zayed Private Academies launched the Arabi program at the beginning of the academic year 2022-2023. In support of the UAE leadership's efforts to preserve the Arabic language and to reinforce it among students, this program seeks to strengthen the Arabic language from KG 1 to grade 12. This will enhance students' skills and confidence enabling them to use it in their daily lives. The program has been designed in accordance with the best practices and research in the field of Arabic language pedagogy.

## 1:1 iPads program from Gr3 to Gr12

Students and teachers at SZPAG are changing the way children learn with innovative uses of technology. Our leaders and teachers have embedded technology within the curriculum to redefine learning. The school uses iPads to improve independence, ownership of learning, creativity, literacy and much more. Apple technology helps us enthuse students by creating exciting teaching videos, live demonstrations and interactive workbooks.

### Arabic Language

The Sheikh Zayed Private Academy for Girls provides education in mandatory subjects such as the Arabic language (for grades 1-12), Islamic Education (for grades 1-12) and UAE Social Studies (for grades 1-9) according to the curriculum set by the UAE Ministry of Education (MoE). In these subjects, students are divided into classes for Arab and non-Arab students in compliance with the MoE curriculum requirements.



# SPECIAL EDUCATIONAL NEEDS AND STUDENTS OF DETERMINATION

**We will make reasonable adjustments to our admissions procedure for Special Educational Needs (SEN) students.**

Our school may not be able to admit students who cannot be appropriately served by school services, resources and programs. The requirement for Learning Support Services will be identified as part of the admissions screening process. If required, enrollment in the Learning Support/Special Educational Needs (LS/SEN) program will form a non-negotiable condition of acceptance to the school. We may request the parent to provide an individual assistant for the student to support their academic needs.

## Language Proficiency

Students with limited proficiency in either or both the English and Arabic languages may be admitted only after considering:

- Space availability
- Records of past academic achievement
- Results of the entrance assessment
- Official diagnostic report
- Level of student support required



## Making education accessible

We can offer a range of specialist support and we welcome children with mobility needs and special education needs. Our campus is equipped for access by wheelchair. Please contact our Admissions office to discuss any necessary adjustments to meet your child's individual needs. If necessary, a meeting will be arranged to discuss provisions throughout the admissions process. While we will try to meet the costs of reasonable adjustments, we reserve the right to charge for additional services.

## Access arrangements

Students with special needs may be allowed additional time in the entrance examinations at the discretion of the Head of the School. Documentary evidence, such as current educational and psychologist reports, should be submitted to the school along with the application form. For applicants who have existing statements of special educational needs, a meeting may take place between the school and the applicant's parents prior to the entrance examination.



Special Olympics  
**Unified Champion  
Schools**



# MEETING YOUR CHILD NEEDS

**All SEN cases are dealt with on an individual basis and the purpose of these meetings is to establish whether we can reasonably meet the needs of your child. Students for whom Arabic is a second language may receive additional Arabic instruction.**

**For students with special educational needs, the following documents must be submitted with their application:**

- The most recent report from an Educational Psychologist, and/or other outside services attended by the student.
- The most recent Individual Education Plan from their current school.
- The most recent medical report.

Please note that failure to provide us with information related to an SEN diagnosis may result in an offer of a place being withdrawn.



**The SZPAG curriculum team and teachers are creating a comprehensive, diverse, and well-rounded program to enhance the overall growth and development of students.**

# OUR UNIQUE PROGRAMS

The Sheikh Zayed Private Academy for Girls aims to develop a generation of young women who are proud of their identity, culture and heritage. Our students are well-educated and prepared to meet the challenges in an ever-changing world. The Academy provides a range of unique enrichment programs that are specifically designed for students to develop their characters in all aspects; enhance their skills; help them acquire a greater knowledge; and prepare them in their journey to become active citizens.



## Helping Hands Program

In pursuit of enhancing the spirit of cooperation and community service, the school adopted the idea of helping needy families through a project named "Helping Hands". This is a joint program between SZPAG and the UAE Red Crescent. This initiative aims to provide help to needy families by refurbishing and furnishing their homes, catering to their needs through the support of the academy's students and their families.



## First Aid & CPR Program

This is a mandatory training program for grade 12 students. It is provided by AAEL and approved by Sheikh Khalifa Medical City and the American Heart Association. At the end of the training program, students receive an approved license that entitles them to practice first aid and save the lives of people who need CPR where required.



## Student Council

SZPAG runs both elementary and secondary student councils. The council representatives are chosen through student elections. Throughout the year, student council members meet to discuss a variety of topics and coordinate events for the student body.



## My Identity Program

The My Identity Program is an exclusive program for all students from KG to grade 12 which seeks to promote UAE national identity and equip students with moral values to ensure their comprehensive self and social growth.



# EXTRA CURRICULAR ACTIVITIES

**SZPAG students actively engage in a well-rounded education through a combination of challenging coursework and diverse extra curricular activities. They develop their leadership skills by participating in workshops, lectures and community service with organizations like the Red Crescent. The students also take an active role in shaping their school's development through the Student Council.**

At SZPAG, we believe extracurricular activities are essential for our students. They allow our students to learn about themselves and their interests. They help develop skills that will help them in their future careers and life.

Our ECAs allow our students to make friends, improve their social skills and get involved in new activities that might not otherwise be accessible to them.

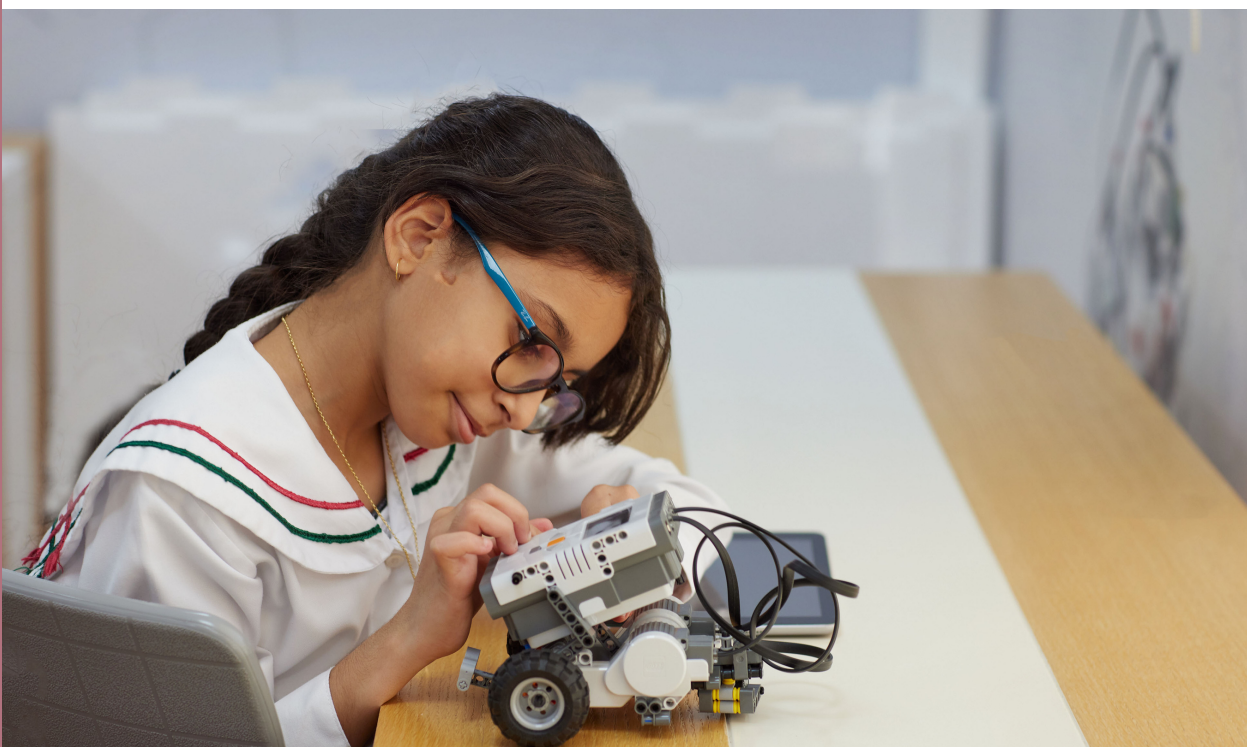
Our ECAs also provide a channel for reinforcing lessons learned in the classroom. They offer students opportunities to apply academic skills in real-world contexts and are thus considered part of a well-rounded education.

Gr.1 – Gr.5 ECAs offer a variety of clubs in many subject areas, including science, math, sports, the arts and technology. We also offer partnership programs such as Formula 1 in Schools race car building, internationally recognized Junior Duke Awards and Unified Robotics in partnership with Unified Champion Schools.

In Secondary School, we offer a variety of clubs with different focuses, including art, creativity and support clubs, ensuring that there is something to appeal to everyone. Additionally, we have external examination preparation clubs to guide our students and support them in preparation for acceptance into their universities such as SAT, MAP, EmSAT and AP exams preparations.

The Secondary clubs include:

- Sports (Soccer Club, Basketball Club, Active Club)
- Arts (School Show, Canva Painting, Mindful Coloring, Crochet)
- Leadership Opportunities (SZPA Future Leaders Program)
- Clubs (Reading Club, Young Historian, Helping Hands)
- Support Clubs (all subjects)



**EXTRA CURRICULAR**

# UNIFORM, APPEARANCE AND CATERING

## Uniform

SZPAG maintains a strict uniform policy. Students must wear the official school uniform as outlined for each grade level and modifications are not permitted. All students must remain in school uniform throughout the day unless otherwise informed. Students must have a change of clothes and shoes for Physical Education (PE) as per the uniform requirements.

Uniforms can be purchased online or from the Globe Uniform shop located on The Sheikh Zayed Private Academy for Girls campus. Please visit the Uniform page on the school website or call the Uniform shop at 026195585 for further information.

## Hair Style Requirements

SZPAG students are expected to stay neat, but hairstyles can be very much up to interpretation regarding how appropriate they may be in a school setting. Therefore, SZPAG would like to clarify the expectations regarding 'conventional hairstyles' and those cuts not appropriate for school. Please visit the Parent Handbook and Code of Conduct on the school website for more information.

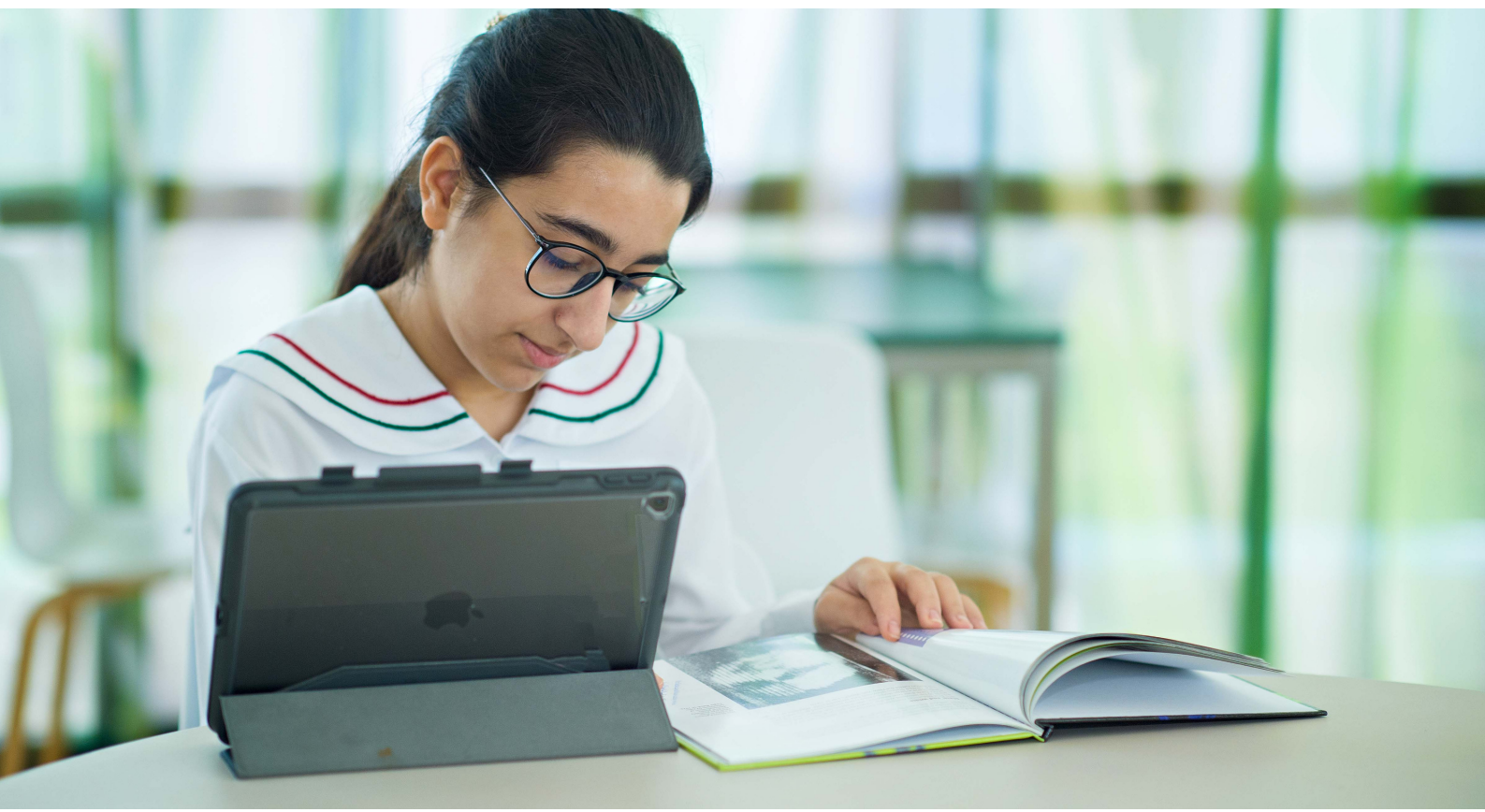
## Catering

We strive to ensure our students select healthy food choices aligned with Abu Dhabi Agriculture and Food Safety Authority (ADAFSA) each day and expect them to bring healthy snacks and lunch choices if they choose a packed lunch.

Water coolers are installed in every class but we ask all our students to bring a refillable water bottle to school each day for PE and recess times.

An in-school catering service is available for grades 2 to 12. This service is provided by "Fresh Bite Paprika Catering". They offer a "grab and go" service only. This includes hot and cold food in pre-wrapped portions.

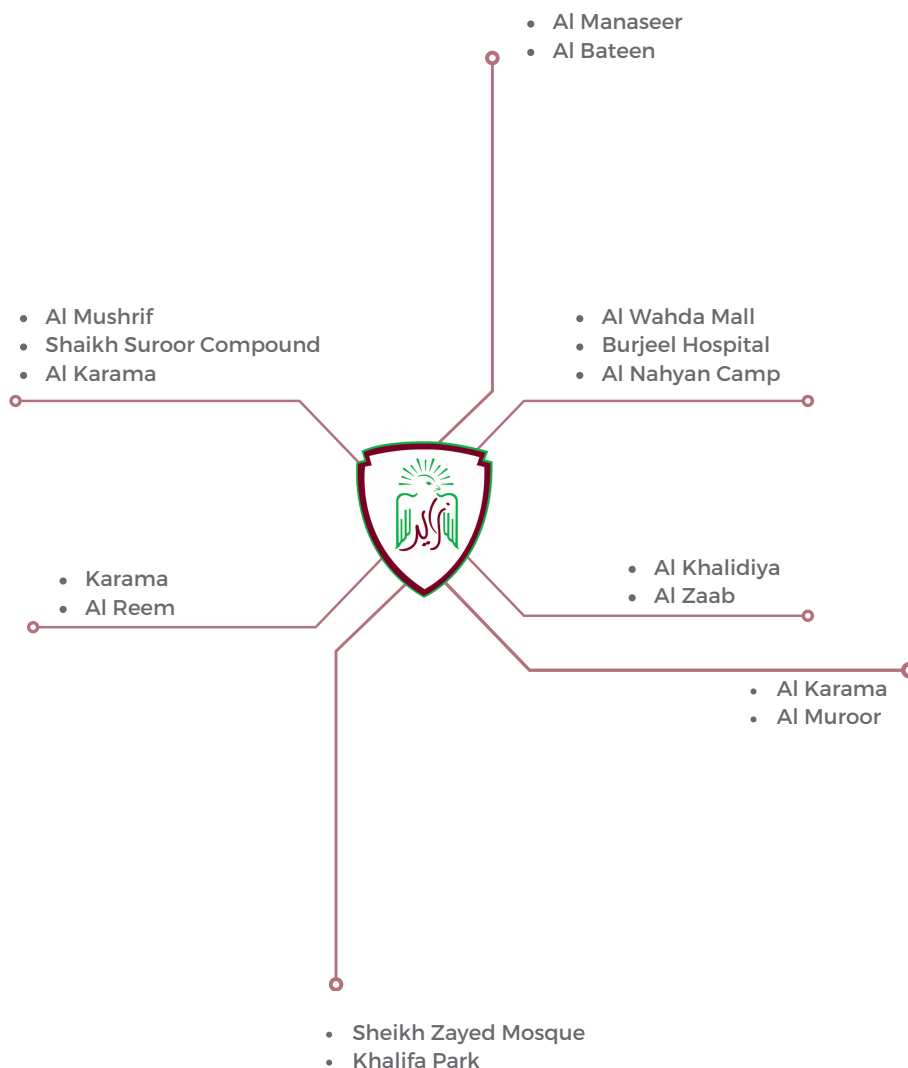
- Pre-K to grade 1 students should bring a healthy snack to school each day.
- Grade 2 to grade 3 students can bring a healthy snack to school each day and parents have the option to order food from the school canteen which will be delivered to the homeroom during break time (orders will be online from the student canteen account).
- Grade 4 to 12 students can bring a healthy snack to school each day or they can purchase food from the school canteen.





# TRANSPORTATION

- School bus services for The Sheikh Zayed Private Academy for Girls are provided by Emirates Transport.
- This is partly a result of the regulations established by the Department of Transport which stipulate that student bus routes must not exceed a duration of 60 minutes from the starting point to the final destination.
- School bus fees for the academic year remain at AED 5,000. The bus fees will be determined in May - June. Seats can only be secured after complete payment.
- The school will notify parents before the start of the academic year when the booking system is open to complete payments.
- For safety and security, all SZPA buses are CCTV monitored and a licensed approved bus supervisor is designated for each school bus.
- More information about the bus service is available by calling the SZPAG number: 02- 6195555.
- Full guidelines are available in the ADEK Bus Transportation Safety Guidelines.
- Bus services run Monday through Friday on Abu Dhabi Island only.



# BUS ROUTES

# THE SCHOOL DAY

## The Academic Year

The school calendar must be approved by the Abu Dhabi Department of Education and Knowledge (ADEK) every year. The instructional program is organized into three terms:

- **Term 1: August - December**
- **Term 2: January - March**
- **Term 3: April – July**

The exact dates are determined annually as per the ADEK approved calendar.

## Drop-off

Doors to the school open at 7:30 AM and all students must be in their homeroom by 8:00 AM for registration.

Dates	Monday - Thursday	Friday
Pre-K, KG1 and KG2	7:55AM - 12:35 PM	7:55 AM - 12:00 PM
Grades 1 to 12	7:55 AM - 2:45 PM	7:55 AM - 12:00 PM

The SZPAG uses a staggered entry system in September for Pre-K and KG1 children. Students come to school in smaller groups for shorter periods of time during the first two weeks. All acceptances Pre-K to KG2 are conditional until the ADEK system is closed for school transfer. If it becomes apparent during this time that a student would benefit from a delay in the commencement of formal schooling, we reserve the right to revoke the offer of a place.





# HOW TO APPLY

**The first step in the application process is to complete the online registration form:**

<https://adportal.zayedacademy.ac.ae/online-application/index.php/enquiry/?campus=SZPAG>

The Admissions Department will contact you within 24 hours of receipt of your inquiry.

1. Submit your online inquiry through the school website and the Admissions Department will get back to you within one working day.
2. Submit your completed online application with all required documents (below) in order to proceed with the registration process.
3. The Admissions Department will contact you to schedule your child's assessment.
4. Within one week of a successful assessment, an offer letter will be sent if seats are available (check How Children Get Offers).
5. When the offer is accepted and the registration fee is paid, the Admissions Department will send your child's file to ADEK for review. Once he/she is fully registered, your child will be enrolled.

**The requested registration documents are:**

- Health Record Form\*
- Recommendation Form\* (This must be completed and stamped by the student's current or most recent school)
- Copy of student's passport
- Copy of student's Emirates ID
- Copy of parent or legal guardian's passport and residence visa (for non-National applicants)
- Copy of family entry (for Nationals)
- Copy of student's birth certificate (attested for non-Nationals)
- 3 passport-size photos
- Copy of immunization card
- Copy of water and electricity bill showing the premises ID for ADEK registration
- Copies of report cards for the last two years

\*These will be sent to you by the Admissions Department  
Places cannot be offered if applications are incomplete.



**REGISTRATION OPENS IN NOVEMBER**

# REGISTRATION GUIDELINES

Please mark your calendar. The SZPAG opens the next school year registration at the beginning of November every year.

## Inquiry and Assessments

- Parents are encouraged to visit and tour the school.
- Parents can phone or email the school Admissions Department.
- Parents should access the SZPAG website and submit the online inquiry <https://www.szpag.com/szpag>
- The Admissions Department will send the link for the application.
- Parents will complete the application link and submit all required documents.
- The Admissions Department will contact the parent to schedule the child's assessments and interview.

## Acceptance and Enrollment

- Successful students will be offered a seat pending availability.
- Parent signs offer letter.
- Parent submits all ADEK required documents.
- Parent pays a 5% Registration fee.
- Child is fully registered on ADEK system.





# EARLY CHILDHOOD

## Pre-K to Grade 1

### Who Can apply?

- Pre-K (For 3-year-olds): Your child will enter Pre-K in September of the next calendar year. Children must be 3 years old by August 31 of the academic year to attend Pre-K.
- KG1 (For 4-year-olds): Your child will enter KG1 in September of the next calendar year. Children must be 4 years old by August 31 of the academic year to attend KG1.
- KG2 (5-year-olds): Your child will enter KG2 in September of the next calendar year. Children must be 5 years old by August 31 of the academic year to attend KG2.
- Grade 1 (For 6-year-olds) : Your child will enter grade 1 in September of the next calendar year. Children must be 6 years old by August 31 of the academic year to attend grade 1.

Grade	Entry Age by August 31st	Date of Birth for 2023-24 Year
Pre-K	3 years old	Sept. 1, 2019 - Aug 31, 2020
KG1	4 years old	Sept. 1, 2018 - Aug 31, 2019
KG2	5 years old	Sept. 1, 2017 - Aug 31, 2018
Grade 1	6 years old	Sept. 1, 2016 - Aug 31, 2017

- All students in the Early Childhood program must be toilet-trained.



# EARLY CHILDHOOD

## Pre-K to Grade 1

### How Children Get Offers?

#### Pre-K, KG1, and KG2

At the beginning of January, Pre-K, KG1, and KG2 children will be invited to group or one-to-one interviews/meetings to determine school readiness.

#### Grade 1

Students will attend an interview to assess basic literacy (English and Arabic) and numeracy skills.

#### What is Next?

Student acceptance is based on seat availability. Children who are accepted will receive offer letters within a week of the meeting provided that complete applications with all supporting documentation have been submitted. Families will be notified by phone and email.

To secure your child's seat at the SZPAG, please sign and return the offer with all the required documents within one week of the offer date. In accordance with ADEK Policy 39, a registration fee of 5% of the annual school fee is payable upon the student's acceptance to the SZPAG.





# ELEMENTARY SCHOOL

## Grade 2 to Grade 5

### How Children Get Offers?

Online Registration opens in November for the applications for the next calendar year.

- Students' parents must submit the Continuation of Study or the Sequence Letter.
- The end-of-year report card for the previous year must be submitted along with the other required documents.
- The Admissions Committee approval.

### Who Can apply?

- Age-appropriate for the requested grade level as per SZPA placement policy.
- Successful completion of the previous school year.
- Submission of ADEK Sequence Letter.
- Students transferring within the Abu Dhabi Region must complete the process before the ADEK system is closed for school transfer (ADEK might give exceptions for the students to be transferred from Al Ain Region, Al Dhafra Region and the other Emirates within UAE).

Grade	Documents required
Grades 2 - 5	<ol style="list-style-type: none"><li>1. Continuation of Study/Sequence Letter</li><li>2. End of previous year report card showing promotion to next grade level</li></ol>



« الكتاب هو وعاء العلم والحضارة والثقافة والمعرفة  
والآداب والفنون، وأن الأمم لا تقاس بثرواتها المادية وحدها  
وإنما تقاس بأصالتها الحضارية. والكتاب هو  
أساس هذه الأصالة »  
الشيخ زايد بن سلطان آل نهيان

# ELEMENTARY SCHOOL

## Grade 2 to Grade 5

### Grade 2 Assessments:

- Students will be assessed in English reading and writing, mathematics and Arabic, using grade-level leaders.

### Grades 3-5 Assessments:

- Individual interviews will be arranged.
- Students will complete an Admissions questionnaire.
- Students are required to take English reading, writing, and numeracy assessments using the Measure of Academic Progress (MAP), which are online standardized tests.
- Arabic reading and writing assessments will be conducted.

Student files will be reviewed by the Admissions Committee for final decision. Children who are accepted will receive offer letters within a week of the date of the assessment provided that complete applications, with all supporting documentation, have been submitted. Families will be notified by phone and email.

### What is Next?

To secure your child's seat at the SZPAG, please sign and return the offer with all the required documents within one week of the offer date. In accordance with ADEK Policy 39, a registration fee of 5% of the annual school fee is payable upon the student's acceptance to the SZPAG.





# SECONDARY SCHOOL

## Grade 6 to Grade 12

### How Children Get Offers?

**Online Registration opens in November for the applications for the next calendar year.**

### Who Can apply?

- Age-appropriate for the requested grade level as per SZPA placement policy.
- Successful completion of the previous school year.
- Submission of ADEK Sequence Letter.
- Previous school records (report cards, transfer certificate, recommendation and behavioral feedback letters).
- Students transferring within Abu Dhabi Region must complete the process before the ADEK system is closed for school transfer (ADEK might give exceptions for the students to be transferred from Al Ain Region, Al Dhafra Region and the other Emirates within UAE).

### Additional requirements for Grades 10-12

- Last 2 years' internal and eSIS report cards showing promotion to the next grade level
- Letter of Equivalency
- ADEK approval
- Parent undertaking



# SECONDARY SCHOOL

## Grade 6 to Grade 12

Grade	Documents required
Grades 6 - 9	<ol style="list-style-type: none"><li>1. Continuation of Study/Sequence Letter</li><li>2. End of previous year report card showing promotion to next grade level</li></ol>
Grades 10 - 12	<ol style="list-style-type: none"><li>1. Continuation of Study/Sequence Letter</li><li>2. Last 2 years internal and eSIS report cards showing promotion to the next grade level</li><li>3. Letter of equivalency</li><li>4. ADEK approval</li><li>5. Parent undertaking</li></ol>

**Student files will be reviewed by the Admissions Committee for final decision.**

Children who are accepted will receive offer letters within a week of the date of the assessment provided that complete applications, with all supporting documentation, have been submitted. Families will be notified by phone and email.

### Seat Availability

Each grade has a certain number of available seats. If a grade has more applicants than seats, admissions priorities are used to make offers.





# SECONDARY SCHOOL

## Grade 6 to Grade 12

### Assessments and Interviews

- Child must be age-appropriate for the requested grade level (Continuation of study).
- Students are required to take an English reading, writing, and numeracy assessment using Measure of Academic Progress (MAP), which is an online standardized test.
- Arabic Reading and Writing assessments will be conducted.
- Individual interviews will be arranged for grade 6 through grade 12 students.
- Students must complete an Admissions questionnaire.

### What is Next?

To secure your child's seat at the SZPAG, please sign and return the offer with all the required documents within one week of the offer date. In accordance with ADEK Policy 39, a registration fee of 5% of the annual school fee is payable upon the student's acceptance to the SZPAG.



# SCHOOL FEES

The following table shows the 2023-2024 tuition fees for The Sheikh Zayed Private Academy for Girls.

Grade	Fees
Pre-K	AED31,550
KG1 & KG2	AED31,550
Grades 1-4	AED46,530
Grades 5-6	AED52,950
Grades 7-8	AED58,830
Grade 9	AED65,040
Grades 10-12	AED72,740

Please note: The above fees are not inclusive of uniforms and transportation. The purchase of a school digital device is compulsory from grades 3 through 12 and is not included in the above fees. Parents will be informed of the cost of the device. School fees for the upcoming academic year are subject to change in accordance with Article 51 the Bylaw of Federal Law No. (28) of 1999 Concerning Private Education and applicable regulations.

## Tuition Fee Payment

Annual tuition fees are paid in installments. The 5% registration fee is due upon the student's acceptance to the academy as per ADEK regulation (Policy 39). The remaining tuition fees are paid in three installments.

## Bank Details

- Account Name: The Sheikh Zayed Private Academy for Girls
- Bank Name: First Abu Dhabi Bank
- Branch: Corniche Branch
- IBAN No: AE180357771001006804061
- Swift Code: NBADAEAXXX





# TERMS & CONDITIONS

## Fees

- The school may withhold examination report cards, transfer certificates (or block a transfer on eSIS) and/or re-registering a student until all outstanding dues are settled.
- The school will send three warning letters to the student's parents/guardian followed by the ADEK guidelines for non-payment.

## Withdrawal

If a parent wishes to withdraw their child after enrollment, the withdrawal form must be filled in and submitted to the school registrar before the start of the academic year to avail the refund of the 5% advance. If students withdraw after the start of the academic year, the following fees will be due:

PERIOD OF ATTENDANCE	THE SCHOOL HAS THE RIGHT TO COLLECT
No show and/or present less than 1 week in school	Registration or re-registration fee
Over 1 week and up to 3 weeks in the term	One full month of tuition fees
Over 3 weeks and up to 6 weeks	Two full months of tuition fees
Over 6 weeks of the term	Full term tuition fees



Please check our social media to find out more about our schools.



<https://www.facebook.com/SZPAGirls>



<https://www.instagram.com/szpag/>



[https://www.youtube.com/channel/UCymUmT\\_ApkIY3E7GnxiGMWQ](https://www.youtube.com/channel/UCymUmT_ApkIY3E7GnxiGMWQ)

**Thank you for considering SZPAG as the school for your child. We would be honored to serve your family. We look forward to welcoming you and your family.**

