

Registration rules for international schools of Islamic Republic of Iran in school years 1394-1395

It is competent to take action according to these regulations:

A) General conditions:

- 1) Foreign nationals registration will be performed with submitting valid residential and foreign educational documents with observing regulations

Note: It is mandatory that foreign students obtain and provide residents permit for the current year from competent authorities.

Otherwise, students' registration without residents permit will be against Islamic Republic of Iran's rules and regulations

- 2) **Iranian's citizen** registration at International schools is **prohibited**, except for those students who have special condition for registration at International schools.

B) Special Conditions:

According to the sixth meeting of foreign nationals and international schools resolution which was approved at the day of 1393-4-31, in order to register eligible Iranian students, there is no need to obtain registration permission from special commission of International affair and out of country schools.

Therefore, International Schools which are responsible to provide and facilitate education for foreign nationals, must also register Iranian students who are the resident of other countries with observing these conditions:

- 1) The duration of their **residing out of country** should be **at least two years**.
- 2) Families whose children have to be in and out of country due to their jobs or other reasons like sickness, lawsuits, etc.
- 3) They need to provide all Iranian and foreign residential and identity documents of the students and their parents which are approved by Islamic Republic of Iran Embassy.

Note 1: In special and exceptional cases which the students are not eligible for registration according to these mentioned conditions, when the parents are still insisting to register their child, the school is in charge to submit the student's file to International Affair and Foreign Center that can be discussed in there and the results will be announced.

- 4) The parents and students should be informed that the duration of education at International schools is limited and those students who are not planning to leave the country in two years should be ready to register in other regular schools.

- 5) The applicant students who stay at International schools more than certain time, need to be discussed and also the parents need to be informed clearly about the consequences of continuing education at international schools
In case of parents insisting, a written consent letter need to be obtained and saved in student's file with the discretion of school's management, it is permitted to continue the education at international school.

C) Required documents for the registration:

- 1) A copy of all pages of Iranian and another country passport of the student and the parents with entrance and exit stamps in them need to be verified and be attached to the file.
- 2) In order to register new student with Iranian and other countries citizenship who were busy studying in other international schools in other countries, submitting the last two years report cards are required which need to be approved by Islamic Republic of Iran embassy in that country.
- 3) A copy of previous year education certificate for those students who are applying for extended continuing education.
- 4) Presenting justification along with consent letter after the discussion with parents who requested to extend their child's education in international school these documents are also required.
- 5) Vaccination and Health card (for Elementary students)
- 6) Health certificate for seventh grades registration.
- 7) 6 photos of students (3 x 4 photos)
- 8) Filling registration forms