

İSTEK ACIBADEM PRESCHOOL İSTEK ACIBADEM PRIMARY SCHOOL

ADMISSION POLICY

Last reviewed: September 2024

Last updated: October 2025

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OBJECTIVES

At İSTEK Acibadem Preschool and Primary School, admission and placement depend on the student's potential to benefit from the learning program; the school's capacity to meet the candidate's educational needs; a set of financial and health requirements; as well as interviews and assessments. Students aged between 3* and 11 years are admitted to the school. Class placement is primarily determined based on the student's age as of September 30.

All preschool students and students transferring from other İSTEK Schools are accepted after a student assessment conducted with guidance and psychological counselors, provided all conditions are met. Students with special education needs are admitted according to the extent to which their needs can be met under the current conditions at our school. If conditions are unsuitable, students are referred to other options for their well-being.

Registrations (new or renewal) are conducted throughout the year based on the above criteria.

Registration Process

a) Enrollment Renewal: This refers to the re-enrollment of a currently registered student for the upcoming academic year. Renewal is completed by the parent or guardian making the necessary payment according to the registration calendar announced every January. Before the renewal process in preschool, the student's progress throughout the year is shared with the parent by the guidance unit and the school principal. Parents are informed about the student's readiness for the next grade level. The class to continue in the following year is determined based on the parent's decision.

b) New Registration: This refers to the registration process for students who will enroll in the school for the first time.

Pre-Visit and Meetings

Parents considering registration schedule an appointment for a school visit or a remote meeting. They meet with the principal or vice principal and are given a tour of the school. Information about the school's operation and practices is provided.

Meetings and Student Assessment Activities

After parents decide to proceed with definite registration, they schedule an appointment for a meeting. The Psychological Counseling and Guidance Unit conducts an assessment together with the student and family to establish a basis for goal setting and individual follow-up before registration. The school counselor or psychologist meets with the student either in person or remotely.

In addition to the meeting, age-appropriate activities and assessments are conducted for students starting 1st grade as part of goal setting and monitoring processes prior to acceptance. For mid-year registrations, students undergo academic assessments, and counseling meetings are held to determine their academic level. Students considered suitable after these evaluations are admitted to the school.

Completion of Registration

If parents decide to enroll their child at İSTEK Acıbadem Schools, they are required to complete the registration process for the student. The registration process includes:

- Submitting the documents requested by the Ministry of National Education to the registration officer
- Receiving the documents prepared by the registration officer
- Paying the school fees

The documents requested by the Ministry of National Education are as follows:

- Four passport-size photographs of the student
- Two photographs of each parent
- A photocopy of the student's identity card
- Photocopies of the parents' identity cards (mother and father)
- A health report showing the student is healthy and fit
- Vaccination record

Additionally, parents must complete all sections of the application form, which contains detailed information about the parent and student for preschool and primary school. All parents sign a contract expressing a mutual commitment to cooperate in the interest of the student between themselves and the school.

Discount Opportunities

This includes discounts for İSTEK Schools employees, children of martyrs and veterans, those financially disadvantaged, sports and arts, Yeditepe Hospital employees, İSTEK Foundation employees, academic staff, Yeditepe University employees, İSTEK Schools alumni, Yeditepe University alumni (undergraduate and graduate-doctorate), transfer discounts, sibling discounts, those born in Yeditepe Hospital, children of İSTEK service staff, and categories such as foster families. It is updated annually according to the board of directors' decision.

**According to the directive published by the Ministry of National Education in the Official Gazette, starting from 2025, students who have completed 24 months of age will be eligible for school registration. Currently, there are no students in this age group upon request. Relevant information is available at*

<https://www.meb.gov.tr/mill-egitim-bakanligi-ozel-ogretim-kurumlari-yonetmeliginde-degisiklik-yapilmasina-dair-yonetmelik-resm-gazetede-yayimlandi/haber/38229/tr>