

NB: The Application processing fees must be paid before consideration and is non-refundable.

Name of Applicant: _____

Date of Application: _____

Application Processing Fee - Paid Y / N:

Receipt date: _____

Recent Photograph

Karachi American School

Application for Admission

DIRECTIONS FOR APPLYING TO THE KARACHI AMERICAN SCHOOL

The Karachi American School is a private, selective, co-educational, college preparatory school founded in 1953 to provide an American educational program for children of United States citizens living temporarily in Karachi. Efforts are made to provide a student body that reflects diversity and is comprised of students from all segments of the international community. In reviewing prospective applicants for admission, the Admission Committee prefers students whose educational needs can be best served by the program we offer. Each year more students apply than there are spaces available. In order to be considered for admission, it is of utmost importance that each item on the application is answered honestly and completely, and that all requested documents are submitted. **INCOMPLETE APPLICATIONS CANNOT BE PROCESSED.** All documents must be in English. If original documents are in another language, an English translation verified to be true and correct must be included.

A complete application contains the following documents:

1. The application form completed for each child seeking admission.
2. Photocopies of applicant's birth certificate *and* passport.
3. Photocopies of the passport of both parents, *including entry visa if the passport is non-Pakistani.*
4. A photocopy of the working parent's work-permit if the passport is *non-Pakistani.*
5. Certified copies of school records including:
 - a. Transcripts/reports cards/mark sheets of academic achievement from previous schools for the current & the past three years (if applicable). A clear and descriptive grading scale must be enclosed.
 - b. All standardized test results from schools in the United States (if any).
 - c. Confidential letters of recommendation should be completed on the KAS Recommendation Form and submitted in a sealed envelope from the following persons:
 - 1) Math teacher
 - 2) English teacher
 - 3) School counselor or school administrator
 - 4) For Grades PS and KG, Class Teacher Recommendation will be accepted instead of Math or English Teacher recommendations.

*Note: Letters of recommendation must have the ranks completed or they will not be accepted.

6. 2 Recent passport photographs.
7. Health or Vaccination records.

In addition, applicants may also be required to take an admission's placement test and provide a writing sample.

You are welcome to add any other relevant items of information although documents submitted will not be returned to you. You may note special awards and certificates. All application materials should be submitted to the Director of Admissions. Applications are valid for the current year. Applications will not be accepted for children who have not yet reached their fourth birthday before **Oct 1st.**

Please realize that because of limited space, we are selective in our admissions procedure. We, therefore, cannot accommodate all qualified applicants who apply. Kindly fill out the form with as much complete and up to date information as possible.

APPLICATION FORM

Applicant's Name: _____ Nationality: _____

Date of Birth: _____ Sex: _____ Expected Grade Level: _____
MM / DD / YY

- Please note that the expected grade level must be in accordance with the grade level placement chart given on the Admission's link on the website www.kas.edu.pk. Grade placement is also contingent with in-house evaluation of academic skills.

Age at the time of Application: _____ Expected Enrollment Date: _____

Expected Length of Enrollment: _____

***MSHS applicants Email:** _____ ***MSHS applicant's cell phone:** _____

Karachi Address: _____ Fax: _____

_____ Phone: _____

_____ Email: _____

Correspondence Address (if different from above):

_____ Fax: _____

_____ Phone: _____

_____ Email: _____

Father's Name: _____ Nationality: _____

Type of Work: _____ Occupational Title: _____

Name of Company or Sponsoring Agency: _____

Company's Karachi Address: _____ Head Office Address: _____

***Father's Cell Phone:** _____ ***Email:** _____

Phone: _____ Fax: _____ Phone: _____ Fax: _____

Mother's Name: _____ Nationality: _____

Type of Work: _____ Occupational Title: _____

Name of Company or Sponsoring Agency: _____

Company's Karachi Address: _____ Head Office Address: _____

*Mother's Cell Phone: _____ *Email: _____

Phone: _____ Fax: _____ Phone: _____ Fax: _____



***Emergency Contact Person 1 (Other than parents):**
Name: _____ Relation: _____ Contact Number/s: _____

***Emergency Contact Person 1 (Other than parents):**
Name: _____ Relation: _____ Contact Number/s: _____



How did you hear about KAS?
Friend/KAS Community Office Local Reputation Website Consulate Alumni

Any other please specify: _____

Has the applicant applied for admission to KAS previously?
Yes No: Decision and date: _____
_____ X _____

Current School: _____ Current Class/Grade/Year: _____ School Year: _____

Current School Address & contact person: _____

Tel #: _____ Email: _____ Fax #: _____

Last two schools attended: _____ Location: _____ Grade level / dates of attendance: _____



Brothers/Sisters (name/s)	Date of Birth	Attending KAS?	Enrollment Status Elsewhere	Applying to KAS?
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Percentage of child's tuition paid by company : % Self : %

Age at which child began formal education : In which country : _____

Main language spoken at home: _____ Approximate Percentage of time spoken: %

Other languages spoken: _____

Has the applicant been evaluated for Learning Disabilities/Differences? Yes No

If yes, please explain: _____

Has the applicant been diagnosed with any chronic or recurring health condition? Yes No

If yes, please explain: _____

Does the applicant take medication? If so, name the medication and frequency:

Is there any reason that the child should not take part in physical education classes/Sports program?

No Yes If 'Yes', please explain: _____

I HEREBY AFFIRM THE VALIDITY OF THE INFORMATION I HAVE PROVIDED ON THIS APPLICATION.
FAILURE TO PROVIDE ACCURATE INFORMATION IS GROUNDS FOR NON-ACCEPTANCE OR FUTURE DISMISSAL FROM THE KARACHI AMERICAN SCHOOL.

IF MY CHILD IS ACCEPTED, I AGREE TO PAY TUITION AND FEES BY MAY 15 OR IN THE CASE OF LATE ENROLLMENT, BY THE FIRST DAY OF THE STUDENT'S ATTENDANCE. FAILURE TO PAY ON TIME WILL RESULT IN THE WITHDRAWAL OF ACCEPTANCE AND THE AWARDING OF THE POSITION TO ANOTHER CANDIDATE.

STUDENT'S WHO HAVE BEEN ACCEPTED INTO PRESCHOOL OR KINDERGARTEN MUST SUBMIT A NON-REFUNDABLE REGISTRATION FEE PAYABLE BY MAY 1ST OR THE OFFER WILL BE WITHDRAWN.

Date: _____ Signed: _____
(Parent/Guardian)

For students applying from outside of Karachi, applications can be downloaded from the KAS website at www.kas.edu.pk. The cost of the form and the processing of the application for 2011 - 2012 academic year, is US \$100/- or equivalent Rupees, and is non-refundable.

NOTE: KAS does not have the facilities, staff or programs required to meet the special needs of children who are learning disabled or otherwise handicapped.

Please return to:

International Address:

Admission Office
Karachi American School
Department of State –Karachi
6150 Karachi Place
Washington, DC 20521-6150

Local Address:

Admission Office
Karachi American School
Amir Khusro Road
K.D.A Scheme # 1, Karachi, 75350, Pakistan
Telephone #'s: (92-21)3-453-9096(7/8/9 Four lines) Ext.217
Fax #'s: (92-21)3-452-5319 / (92-21)3-454-7305
E-mails: admissions@kas.edu.pk
jahaniaafshan@kas.edu.pk
alumni@kas.edu.pk



COUNSELOR, PRINCIPAL OR HEADMASTER RECOMMENDATION FORM

(For all applicants)

_____ has applied for admission Karachi American School. KAS is a selective and competitive college preparatory school. Virtually all graduates attend four-year colleges and universities. Because we are a small college preparatory school we do not offer programs, nor are we able to accommodate, children with *learning disabilities or reading problems*.

Please fill in this form to the best of your ability to help us evaluate this applicant for our program. Please be frank and honest in your comments. Your candor is appreciated. These forms are held in strict confidence by the Admission Committee.

How long have you known this applicant? _____

What is the student's current grade/percentage in class? _____

Are you aware of any specific learning problems or disabilities that this student may have? _____

If yes please explain _____

Please give us your honest appraisal of this candidate's English ability. Your observations about intellectual qualities, study habits, desire to learn, creativity and behavior will be very important to us in our admission decision. Please be specific where appropriate. Additional comments that you feel would be helpful in evaluating this candidate may be submitted on the reverse of this form.

Name: _____ Signature: _____
(Please Print)

School: _____ Date: _____

Contact Email: _____ Contact Tel #: _____

We request that your recommendation be confidential. Please either fax this form or have it sealed with an official school stamp and posted to:

Admissions Office
Karachi American School
K. D. A. Scheme #1, Amir Khusro Road
Karachi, 75350, Pakistan

Tel #'s: (92-21) 3453-9096(7/8/9 - Four lines) Ext. 217
Email to: admissions@kas.edu.pk , jahaniaafshan@kas.edu.pk
Fax #'s: (92-21) 3-452-5319 & (92-21) 3-454-7305

CLASS TEACHER RECOMMENDATION
(For applicants of PreSchool & Kindergarten only)

_____ has applied for admission Karachi American School. KAS is a selective and competitive college preparatory school. Virtually all graduates attend four-year colleges and universities. Since we are a college preparatory school we do not offer programs, nor are we able to accommodate, children with learning disabilities or reading problems.

Please fill in this form to the best of your ability to help us evaluate this applicant for our program. Please be frank and honest in your comments. Your candor is appreciated. The Admission Committee holds these forms in strict confidence.

How long have you known this applicant? _____

What is the student's current grade/ percentage in class? _____

Are you aware of any specific learning problems or disabilities that this student may have? Y/N

If yes please explain: _____

Where does this applicant currently rank in your class? Please check one.
Failure to do so will invalidate this recommendation.

Top10% Top20% Top30% Top40% Top50% Bottom50%

Please give us your honest appraisal of this candidate's English ability. Your observations about intellectual qualities, study habits, desire to learn, creativity and behavior will be very important to us in our admission decision. Please be specific where appropriate. Additional comments that you feel would be helpful in evaluating this candidate may be submitted on the reverse of this form.

Name: _____ Signature: _____
(Please Print)

School: _____ Date: _____

Contact Email: _____ Contact Tel #: _____

We request that your recommendation be confidential. Please either fax this form or have it sealed with an official school stamp and posted to:

Admissions Office *Tel #'s:* (92-21) 3453-9096(7/8/9 - Four lines) Ext. 217
Karachi American School *Email to:* admissions@kas.edu.pk , jahaniaafshan@kas.edu.pk
K. D. A. Scheme #1, Amir Khusro Road *Fax #'s:* (92-21) 3-452-5319 & (92-21) 3-454-7305
Karachi, 75350, Pakistan

MATH TEACHER RECOMMENDATION
(Not applicable for PreSchool or Kindergarten candidates)

_____ has applied for admission Karachi American School. KAS is a selective and competitive college preparatory school. Virtually all graduates attend four-year colleges and universities. Since we are a college preparatory school we do not offer programs, nor are we able to accommodate, children with learning disabilities or reading problems.

Please fill in this form to the best of your ability to help us evaluate this applicant for our program. Please be frank and honest in your comments. Your candor is appreciated. The Admission Committee holds these forms in strict confidence.

How long have you known this applicant? _____
What is the student's current grade/ percentage in class? _____

Are you aware of any specific learning problems or disabilities that this student may have? Y/N

If yes please explain: _____

Where does this applicant currently rank in your class? Please check one.
Failure to do so will invalidate this recommendation.

Top10% Top20% Top30% Top40% Top50% Bottom50%

Please give us your honest appraisal of this candidate's English ability. Your observations about intellectual qualities, study habits, desire to learn, creativity and behavior will be very important to us in our admission decision. Please be specific where appropriate. Additional comments that you feel would be helpful in evaluating this candidate may be submitted on the reverse of this form.

Name: _____ Signature: _____
(Please Print)

School: _____ Date: _____

Contact Email: _____ Contact Tel #: _____

We request that your recommendation be confidential. Please either fax this form or have it sealed with an official school stamp and posted to:

Admissions Office *Tel #'s:* (92-21) 3453-9096(7/8/9 - Four lines) Ext. 217
Karachi American School *Email to:* admissions@kas.edu.pk , jahaniaafshan@kas.edu.pk
K. D. A. Scheme #1, Amir Khusro Road *Fax #'s:* (92-21) 3-452-5319 & (92-21) 3-454-7305
Karachi, 75350, Pakistan

ENGLISH TEACHER RECOMMENDATION FORM
(Not applicable for PreSchool or Kindergarten candidates)

_____ has applied for admission Karachi American School. KAS is a selective and competitive college preparatory school. Virtually all graduates attend four-year colleges and universities. Since we are a college preparatory school we do not offer programs, nor are we able to accommodate, children with learning disabilities or reading problems.

Please fill in this form to the best of your ability to help us evaluate this applicant for our program. Please be frank and honest in your comments. Your candor is appreciated. The Admission Committee holds these forms in strict confidence.

How long have you known this applicant? _____
What is the student's current grade/ percentage in class? _____

Are you aware of any specific learning problems or disabilities that this student may have? Y/N

If yes please explain: _____

Where does this applicant currently rank in your class? Please check one.
Failure to do so will invalidate this recommendation.

Top10% Top20% Top30% Top40% Top50% Bottom50%

Please give us your honest appraisal of this candidate's English ability. Your observations about intellectual qualities, study habits, desire to learn, creativity and behavior will be very important to us in our admission decision. Please be specific where appropriate. Additional comments that you feel would be helpful in evaluating this candidate may be submitted on the reverse of this form.

Name: _____ Signature: _____
(Please Print)

School: _____ Date: _____

Contact Email: _____ Contact Tel #: _____

We request that your recommendation be confidential. Please either fax this form or have it sealed with an official school stamp and posted to:

Admissions Office *Tel #'s:* (92-21) 3453-9096(7/8/9 - Four lines) Ext. 217
Karachi American School *Email to:* admissions@kas.edu.pk , jahaniaafshan@kas.edu.pk
K. D. A. Scheme #1, Amir Khusro Road *Fax #'s:* (92-21) 3-452-5319 & (92-21) 3-454-7305
Karachi, 75350, Pakistan

IMMUNIZATION FORM

A COPY OF OFFICIAL IMMUNIZATION RECORDS MUST BE ATTACHED TO THIS FORM

Student's name: _____
LAST FIRST MIDDLE

Birth date: _____ Male _____ Female _____
MONTH/ DATE/ YEAR

Father's name: _____ Mother's name: _____

Vaccine	Date Vaccine Given	Date of Last Booster	Country in which Vaccine Received
DPT			
TD			
Polio/OPV			
MMR			
Measles			
Mumps			
Rubella			
BCG			
Hepatitis A			
Hepatitis B			
HiB			
Typhoid (Oral or Injection)			
Pre-exposure Rabies			
Gamma Globulin			
Yellow Fever			
Other			
Other			

Minimum Required Immunizations (Schedule as per World Health Organization)

OPV (Oral Polio Vaccine)

DPT (Diphtheria, Pertusis and Tetanus)

Hepatitis B

MMR (Measles, Mumps Rubella)

Td (Tetanus Toxoid Booster)

Recommended Immunizations:

Hepatitis A

HiB (Hemophulus B Influenza)

Pre-Exposure Rabies

Please Turn Page Over and Complete the Other Side

- Immunization Record Revised Order 199/SDALI, R.N.

Previous Health History

(Check any item that applies.
For disease, such as Chicken Pox, please provide date of illness.
Provide details of allergies in space provided below.)

Allergy	Epilepsy	Kidney Problems	Scarlet Fever
Asthma	Eye (Visual) Problems	Measles	Scoliosis
Chicken Pox	Glasses or Contacts	Mumps	Speech Problem
Convulsions (Fits)	Hearing Loss	Polio	Tonsillitis
Ear Infections	Hernia	Pneumonia	Whooping Cough

Please provide any further details or other medical information that you feel is relevant.

The School has a supply of simple medicines and dressings available for first aid treatment for your child under the supervision of a qualified nurse. By signing below, you give permission to the person designated by the Karachi American School to administer first aid treatment.

Please read the statement below carefully before signing.

In case of emergency, I give permission for the Karachi American School to take my son/daughter to a hospital (in most cases Agha Khan University Hospital & Medical Center) and agree to cover all expenses incurred for the emergency care

I, also, agree to grant the school full authority to act in loco parentis for my child in case of emergency. Furthermore, by my signature, I verify that all the information on this document is complete and true to the best of my knowledge.

Parent's Signature _____

Date _____

CHECKLIST

No Application Package will be considered complete or processes unless the following documents are in order:

- _____ 1. The application form and processing fees. Form must be completed and signed for each child seeking admission.
- _____ 2. Photocopies of the applicant's birth certificate **and** passport.
- _____ 3. Photocopies of the passport of both parents, *including entry visa if the passport is non-Pakistani*.
- _____ 4. Certified copies of school records including:
 - a. Transcripts/report cards/mark sheets of academic achievement from previous schools for the current year and past **two** years for applicants for Elementary and Middle School.
 - b. Transcripts/report cards/mark sheets of academic achievement from previous schools for the current year and past **three** years for applicants for High School. Please note that this requirement is for graduation and must be fulfilled.
 - c. All standardized test results from schools in the United States (if any given).
 - d. Confidential letters of recommendation should be complete on the KAS recommendation form and submitted in a sealed envelope from the following:
 - 1) Math Teacher
 - 2) English Teacher
 - 3) School counselor or school administrator
 - 4) Class Teacher recommendation instead of Math & English for the applicants of Preschool and Kindergarten.

Letters of recommendation must be completed on the KAS form and have the ranks checked or they will not be accepted. They will not be considered valid if unsealed or submitted directly by the parent.

- _____ 5. **2** Recent passport size photographs
- _____ 6. A copy of the health or immunization records of applicant/s.
- _____ 7. Students from abroad applying for grades 3-8 must include a graded writing sample and recent math test. The papers must be graded. The writing sample must be graded, at least 150 words in length, and come from any social science subject.
- _____ 8. Students from abroad applying for grades 9 – 12 must also include a graded writing sample and recent math test. The writing sample must be graded, at least 300 words in length, and can be from any social science subject.

All completed forms and records must be posted from the submitting school or may be hand carried and delivered to KAS if enclosed in an unopened officially sealed envelope. Only copies of original documents are required to be submitted but original documents are required to be shown at the time of submission of application paperwork.

Translation & attestation of documents in a language other than English is required. A copy of the original document must be submitted with the translated copy.

Testing will be scheduled when documentation is complete and submitted to KAS.