

Admission requirements



At Newcastle School we strive to make our admission process as simple as possible to ensure that all prospective parents enjoy a stress free application experience.

Step 1: Admission Enquiry:

Submit the online Enquiry Form from this link or visit the school admissions office. Our PR will get back to you to answer your questions and collect the required information.

Step 2: Registration

The parents are requested to visit the school Admission Office, fill out the registration form and purchase the school prospectus/brochure. Kindly carry one latest Passport size photo of the child as well as the parents along with a Birth certificate.

Step 3: School Visit & Interaction with the Principal

Parents / Guardians are invited to visit the school campus to understand the culture and ethos of NCS. A meeting can be scheduled with the Principal, so parents can interact with the Head of the school, ask questions and collect any information they require. This can be done by scheduling an appointment with the PR representation.

Step 4: Form submission

The parents need to fill out the admission form and ensure all required documents are in order.

Eligibility criteria:

Class	Entry Age	Grade 3	7+6 months	Grade 9	13 + 6 months
Pre-K	2 + 6 months	Grade 4	8+6 months	Grade 10	14 + 6 months
KG I	3 + 6 months	Grade 5	9 + 6months	Grade 11	15+ 6 months
KG II	4 + 6 months	Grade 6	10 + 6 months	Grade 12	16+ 6 months
Grade 1	5 + 6 months	Grade 7	11 + 6 months		
Grade 2	6+6 months	Grade 8	12 + 6 months		

The following documents need to be submitted along with the Registration Form:

Copy of the Birth Certificate

Copy of Report Card of previous year (only needed for admission to Grade 1 or higher)

List of documents required at the time of admission:

Evidence of having graduated from the previous class.

4 student photographs

2 parents photographs

Proof of residence

Original Certificates must be produced at the time of admission for verification

Photocopies of all achievement certificates in the field of Academics, Sports, Extra Curricular activities.

Photocopy of Passport if available. This is mandatory for non-Egyptian students.

The Admission documentation file must also be completed and duly signed by both Parents. It contains information which will assist you in your relationship with the School.

Acceptance of Admission:

Students are admitted on First Come, First Serve basis depending on vacancies and results of NCS entrance exams in English, Math, and Arabic.

Students results will be out after two working days from the exam.

Selected candidates will be required to make the fee payment within 7 days of the declaration of the result and acceptance.

The school reserves the right to admissions. In all matters pertaining to admission, the decision of the Admission Committee will be final depending on the Admission Test results of the candidate.

Once the Fees and documents are submitted, you will receive an Admission Confirmation call , Letter or E-mail, from the school. This will inform you about further formalities, to be completed, if any.

Parents will be informed of the date and time of uniform & textbook procedures.

Payment of Fees

Once the above steps are satisfactorily completed parents will receive an admission offer and may pay the applicable fees to confirm admission.

Parent Orientation Program:

There will be a parent orientation program before the beginning of the new academic year. This program will acquaint the parents with the Vision, Mission & Ethos of the school, as well as all procedures and policies allowing for a smooth transition into NCS for both the parents and the students.