

Norlights International School Oslo Admission Policy

Norlights International School (NLIS) is open to everyone who meets the requirements for admission to state schools in Norway, with reference to “friskoleloven” (the Independent Schools Act) §3-1 and “opplæringsloven” (the Education Act) § 2-1. Applications will be automatically accepted on a first-come, first-served basis in cases where there is a place available and there are no further applicants for that place.

Considering the size of current school facilities and the quality of education NLIS strives to offer, maximum class sizes have been set as **max. 20-24 students per class**. For the school year 2018/2019 the maximum student amount is set to **145**.

In cases where the number of applicants for admission exceeds the above limits, NLIS will put students on waiting lists per the priority list below.

When a space is available, admissions will be handled on a rolling basis - no deadline for applications is applicable and students on the waiting list will be prioritised according to the criteria set out below. Therefore, applicants who are offered a space must commit to starting at the school within 1 month of the date of the offer unless special circumstances dictate otherwise and this is agreed with the school.

Admissions for the coming academic year will start on February 1st of each year. Admissions will continue after the first round of admissions is complete if there are still available spaces. In cases of over-subscription, in subsequent rounds of admission, applicants who applied after the application deadline will be prioritised in the same way as those who applied before the application deadline.

The deadline for answering an offer of a school place is 1 week. If no answer is received, the offer will be seen as having been declined.

Applicants who decline an offer of admission can ask to remain on the waiting list. However, they will then have considered to have submitted a new application and will therefore go to the bottom of their priority group per the NLIS waiting list priority criteria (see below).

The application is done from an online application form available on the school's website. If a place is accepted, there is sent an offer of place by email. This has to be signed and returned to the school to confirm the offered place.

There is no fee for applying for a school place. However, if a place is accepted, a non-refundable administration fee (one-time fee) will be charged covering the school's average costs for the admissions process. The admission is completed after payment of the non-refundable one-time fee. This amount will then be deducted from the first month's school fees when the student starts at the school. If the fee is not paid within a stated deadline admission will be cancelled.

Norlights International School Oslo Priority Criteria

NLIS withholds the right to prioritize students in cases where the number of applicants exceeds the number of available places in the following order (with the criteria at the top being evaluated first):

1. Students from NLIS pre-school
2. Siblings (Students who already have a sister/brother enrolled at NLIS)
3. Children of NLIS staff
4. International students

Factors that determine whether a student is international:

Nationality of student and/or parents, student's academic language, whether the student has lived abroad for a significant amount of time.

5. Previous IB or other international schooling.
6. Balancing representation of each gender so that each sex is represented by at least 40 percent
7. Students living in Oslo Kommune
8. Lottery

Where there are several students within the same category, in the case of international students, students will be ranked as to how “international” they are per the factors mentioned in the above criteria. If students are deemed to be equal in their criteria group, other criteria above will be considered in the same priority order. If they are still considered equal, they will be ranked per the date of the registered application on a first-come, first-served basis.

The Principal has the authority to make decisions on admissions per this policy. Decisions on admissions are decisions that affect a person's individual statutory rights (*enkeltvedtak*), see the Public Administration Act (*forvaltningslova*) § 2, and can be appealed to Fylkesmannen i Oslo.

This Admission Policy has been created with reference to “Rundskriv Udir-5-2010 Om inntak av elever til private skoler med rett til statstilskudd – privatskoleloven §3-1” and «Sjekkliste – krav til inntaksreglement», Udir.

Approved by NLIS Board 20/06/2018