



Qingdao Amerasia International School

ADMISSIONS POLICY

Last revised: August 2025

Our Mission:

QAIS strives to inspire a lifelong love of learning through a holistic, child-centered, inquiry-based approach and nurture courageous global citizen who help build a peaceful world.

Our Vision:

To help light the world by becoming the best possible versions of ourselves.

Our Core Values:

Academic Excellence, Creativity, International Mindedness, Well-Being, Diversity

HIGH-QUALITY TEACHING & LEARNING MANIFESTO

We believe high-quality teaching Inspires a lifelong love of learning by...

- Fostering curiosity, creativity, confidence, and joy, while engaging students in age-appropriate explorations of content and concepts.
- Challenging and stretching students appropriately in accordance with their cognitive and linguistic ability, allowing them to reach their full potential.

We believe high-quality teaching is holistic by...

- Showing consistent care and concern for students' academic growth by providing timely feedback and positive encouragement, inviting students for extra help, or providing additional learning support, so they can reach their learning goals and aspirations.
- Considering the personal growth and well-being of students by thoughtfully addressing their social, emotional, psychological, spiritual, learning needs and background when crafting, delivering, and assessing lessons and units.
- Thoughtfully including opportunities for students to develop their ATL skills (Thinking, Communication, Social, Self-Management, and Research skills).

We believe high-quality teaching is child-centered by...

- Meeting students' language and cognitive needs and differentiating/scaffolding appropriately to ensure mastery of course content, concepts, and skills.
- Writing student-friendly objectives that clearly state what students will know, understand, and be able to do by the end of each class.
- Creating summative assessments that are a natural extension of formative assessments and a fair measure of the content and concepts students studied and researched, and skills students acquired throughout the unit.

We believe high-quality teaching is inquiry-based by...

- Allowing students some degree of choice in exploring topics and questions of personal interest when approaching their assignments and summative tasks.
- Balancing teacher-led, student-led, partner and group activities, and investigations that allow students some open-ended opportunities to apply knowledge and demonstrate competencies.
- Thoughtfully incorporating student questions and reflections throughout the development of the unit.

We believe high-quality teaching creates courageous global citizens by...

- Ensuring that content and concepts focus on current events and/or issues of global concern, such as the United Nations Sustainable Development Goals (UN SDGs).
- Supporting students in creating inclusive classroom environments where a variety of cultural perspectives are appreciated, grace and courtesy is extended, and the unity of our diverse community is acknowledged and celebrated.
- Considering the "why" of our learning experiences and providing opportunities for students to develop courage, while opening their minds and hearts to possible service and action projects in our community or beyond that could make a positive difference in the lives of the human family.

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1. Policy Statement

At Qingdao Amerasia International School, we are committed to an inclusive policy of admission. We aim to provide the best possible learning environment, guided by the Amerasia mission, vision and core values and the principles of the International Baccalaureate (IB) PYP, MYP and DP and Montessori philosophy and practices. QAIS seeks a diverse student body with a strong blend of international and cultural backgrounds.

Admission to Infant Toddler and Early Childhood, PYP, MYP and DP at Amerasia is open to all students regardless of race, color, national origin, religion, sex, gender identity, sexual orientation, physical attributes, disability, age, or socio-economic status. Amerasia accepts applications throughout the year, subject to availability of places and ability to meet the needs of applicants. The admissions guidelines in this policy are designed to best support the needs of the children to achieve their fullest potential.

2. Admissions Criteria

The criteria outlined below are in keeping with national and local laws governing education in China and the province of Shandong, our Child Protection Policy, Language Policy, and Inclusion Policy.

2.1 Eligibility

Eligibility is aligned with International Laws and Regulations as determined by the PRC for International schools. Admission is accessible to children of foreign nationals or children with foreign passports that reside in China, and Chinese nationals who have permanent residency in a foreign country.

2.2 Age and Grade:

Amerasia classes serve students aged 18 months to 18 years. Grade placement is determined by date of birth, with the cut off being September 1, taking into consideration what is best for the individual student's social, academic and emotional needs after an assessment by the admissions team. For high school applicants, grade completion and age at graduation are taken into consideration.

2.3 Language Profile

The language of instruction at QAIS is English with a celebration of individuals' mother tongues. As such, all new students will be assessed on their English language proficiency. For Early Childhood and the PYP, this assessment is to ensure that their language needs are met. For students enrolling in the MYP or DP, a formal language assessment and interview will be conducted to ensure that the student will be able, with the time and resources available, to meet the English-language requirements of an IB school.

Specific language requirements and pathways are outlined in our Language Policy.

2.4 Access and Inclusion

QAIS is an inclusive school as we believe that a diverse student body is a benefit to the whole community. We employ a dedicated Learning Support Coordinator and work to upskill all staff to provide inclusive learning environments. To make this possible, parents and guardians must share all relevant documentation, specific needs, learning challenges and social/emotional concerns during the admissions process.

Students requiring minimal learning support will receive help through differentiation instruction by the classroom teachers, and, if needed, through additional support from the Learning Support Coordinator.

Students requiring more intensive support will be reviewed on a basis of what support the school can provide. If specialized supervision is needed, additional fees may be added to tuition calculated on an individualized basis.

If a student has an Individualized Education Plan (IEP), it must be submitted with the application. This IEP and all in-house IEPs will be reviewed annually.

Should an educational, social, behavioral, or emotional need present itself after enrollment, parents will be asked to connect with Linden Global Learning Support Services (or alternative organization specializing in Psychoeducational Consulting) for appropriate testing and/or assessment.

QAIS is not currently capable of supporting students with severe physical, learning or behavioral needs.

Failure to disclose needs can result in the withdrawal of an admissions offer or removal from the school.

2.5 Evaluation Period

Students enrolling in QAIS for the first time will be evaluated for 60 days so that the school can determine the level of support that the student requires. If the student exhibits cognitive or emotional need, the school will discuss counseling and academic assistance options with the family. If any condition prevents from participating in school life, QAIS will support the family in withdrawing from the school to secure adequate care for the child.

2.6 Class size:

At QAIS, we value the level of support afforded by our class sizes. Students hoping to enroll in classes that have reached the capacity outlined below will be placed on a waiting list.

Division	Maximum Number of Students
Toddler	16
Early Childhood	24
Grade 1-5	24
Grades 6-12	24

3. Amerasia Admissions Process Infant Toddler and Early Childhood Montessori, PYP, MYP, DP

3.1 Application Submission-Fill in the online application form on: <http://qais.openapply.cn>

3.2 Documents Submission-Please make sure to submit the following documents:

- One recent passport-sized photo
- Photocopy of student's and parents' passport information page
- Photocopy of student's and parents' visa information page
- Medical form and photocopy of the most up-to-date immunization record
- Academic records in English (official records in other languages can be submitted, with a certified English translation)
- Any available standardized test scores
- Records of any special needs testing (if applicable) or IEPs (Individual Education Plans)

3.3 Record verification and Reference Check

Amerasia reserves the right to conduct a records verification, including confidential child protection, learning support, social/emotional, and academic reference checks of all

schools previously attended.

3.4 Application Fee Payment

Pay a non-refundable application fee of 3000 RMB via bank transfer, cash, or AliPay before the interview and assessment is conducted.

3.5 Assessment and Interview

- Montessori Toddler and Early Childhood: Student class observation conducted by homeroom teacher and parent interview with Lower School Principal
- Grade 1 – Grade 5: Student in class observation conducted by homeroom teacher, English MAP screener, Math MAP screener and parent interview with Lower School Principal
- IB MYP & DP: Oxford English placement assessment, MAP Mathematics screener, individual student interview with Upper School Principal, Parent interview with Upper School Principal.
- The admissions officer informs the parents of the admissions result within 3 working days.

3.6 Tuition Payment

If Amerasia issues an acceptance offer, the Financial Department will issue an invoice for tuition and fees, after which the parents will have one week to pay the tuition.

3.7 Orientation and Enrollment

A school representative will organize an enrollment date and invite the parents for an orientation to familiarize the school management before the student starts school. There are two parts of the orientation:

- Administration Orientation (Lower school and Upper school): An admissions officer communicates with the new parents about school policies, bus schedule, school uniform, family-school communication, school calendar, parent professional development schedule, parent committee, full school essential agreements and admissions policy.
- Teacher Orientation (Lower school): homeroom teachers meet with the new parents and introduce the teachers, the class schedule, the class expectations, the supplies, parents- teachers communication, homework and learning support.

4. Confidentiality and Information Sharing

Admissions applications are dealt with on a confidential basis with assessment criteria, parent interview records, and any supporting documentation stored in confidential files by pedagogical leadership and are only shared with those who need to know to support the child.

A child's records will be kept as factual as possible, and nothing will be recorded as fact without evidence.

5. Admissions Policy Review

The admissions policy is a working document that is updated and reviewed annually to ensure that it is both current and relevant to the changing needs and dynamics of the school.

6. Policy Communication

The Admissions Policy is communicated to new parents after they express interest in the school. It is communicated with new administrators and teachers during the onboarding process and is reiterated each time a new student commences the admissions process. The admissions process is accessible to the public on the QAIS website and the Admissions policy is accessible to all stakeholders in the parent hub section of the QAIS website.

7. Supporting Policies

The following documents provide additional guidance about QAIS policy and procedures that link direction to:

- QAIS Child Protection Policy
- QAIS Inclusion Policy
- QAIS Language Policy
- Full School Essential Agreement
- Student-Parent Handbook

8. Appendices

- Admissions application is online: <https://qais.openapply.cn/apply>
- Admissions process flowchart, click on the [link](#)