



# BURUNDI AMERICAN INTERNATIONAL ACADEMY

## KNOWLEDGE PASSION EXCELLENCE

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 Austin E Briggs Jr. , Director

### APPLICATION FOR ADMISSION

Date: \_\_\_\_\_

Admission for school year 2025 to 2026

#### **PART I: Student Information**

Student Name: \_\_\_\_\_

Male: \_\_\_\_ Female: \_\_\_\_ Applying to Grade: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Nationality(ies) \_\_\_\_\_ Other Passport(s): \_\_\_\_\_

Primary language spoken at home \_\_\_\_\_ Fluent in English: Yes \_\_\_\_ No \_\_\_\_

#### **Part II: Parent Information**

Father's Name:	Mother's Name:
Father's Nationality:	Mother's Nationality:
Telephone:	Telephone:
Email Address:	Email Address:
Father's Employer:	Mother's Employer
Position:	Position:
Office Phone:	Office Phone:
With whom does the student live in Bujumbura:	

#### **Part III: Emergency Contact Information**

<b>Name of an adult other than the parents who can be contacted in case of an emergency.</b>	
Name:	Relationship:
Physical Address:	
P. O. Box	Telephone:
Cell Phone:	Email Address:
Name:	Relationship:
Physical address:	
P. O. Box	Telephone:
Cell Phone:	Email address:



**PART IV: Educational Background**

Most recent school attended:		
Address:		
City:	State:	Country:
Telephone:	Email address:	

Please list ALL schools the student has previously attended. Attach a separate sheet if necessary.					
Name of School	Address (City, Country)	Language of Instruction	Curriculum (US, British...)	Dates attended (M/YY)	Grade Level
				To	

**PART V: Tuition & School Fees**

Does the parent’s employer pay tuition fees?	<b>YES</b>	<b>NO</b>	<b>Partial</b>	<b>Percentage</b>
Send all invoices to:				
Mailing address:				
Telephone		Email address:		

**PART VI: Documentation Submitted Prior to Acceptance**

- Admissions Test to be taken at the school
- Photocopy of Passport photo page
- School records from the 3 previous years (translated into English if applicable)
- Letter of good behavior from previous school
- Any relevant educational documentation, (**IEP, psycho-educational, standardized testing results**)
- Original or copy of the Birth Certificate
- Completed Application Form
- Completed Health Form (recent statement of health status from a physician)
- Immunization / Vaccination Records
- Two current passport size photographs (attached to the application and health form)

**PART VII: Agreement Between BAIA and Parents**

With the acceptance by the school of your child for enrollment, parents will recognize and accept the following conditions:

- 1) Adherence to all basic statutes as indicated in the Board of Education Policy Manual and in the Student/Parent Handbook and all mandates as expressed by the Administration of the BAIA.

- 2) To ensure that their children attend school punctually and regularly and perform all expected homework and classroom assignments.
- 3) To ensure that family vacations and non-essential trips are scheduled according to the BAIA school session calendar.
- 4) To have conferences with the teachers and/or administration when requested to do so for the purpose of discussing the student's progress and/or behavior.
- 5) To pay promptly all tuition and related fees as approved and designated by the Board of Education and/or Administration (tuition payments are due promptly on the assigned dates. Failure to comply will result in a late fee of 10%).
- 6) To accept academic and disciplinary decisions of the School's administration.
- 7) To ensure that their children adhere to the school's student dress and behavior codes.
- 8) BAIA have a strict age policy as follows:
  - o A Student must be 4 years old by Sept. 1<sup>ST</sup> to enter Kinder 1 grade
  - o A Student must be 5 years old by Sept. 1<sup>ST</sup> to enter Kinder 2 grade
  - o A Student must be 6 years old by Sept. 1<sup>ST</sup> to enter first grade
  - o A Student must be 7 years old by Sept. 1<sup>ST</sup> to enter second grade
  - o A Student must be 8 years old by Sept. 1<sup>ST</sup> to enter third grade

**The progression follows through all the grades through 12<sup>TH</sup> Grade**

- 9) The school does take all reasonable precautions to prevent accidents and the spread of contagious diseases. The school does not accept liability for accidents occurring to students while on school grounds, being transported to or from campus, or participating in school sanctioned activities such as field trips, clubs and after school activities. The school does provide basic accident coverage for students, but the program is not extensive or all-inclusive. Parents should strongly consider providing additional private insurance. The maximum, which the school's insurance pays is minimal.
- 10) Burundi Ministry of Education registered Burundi American International Academy in April 2017 and then formally accredited BAIA on June 7, 2018. BAIA is currently seeking accreditation by Cognia (formerly AdvancED), Alpharetta, Georgia, USA. However, full accreditation will not occur until November 2022.

I hereby certify that I have read and accept the above provisions, the documentation submitted with the application is accurate and complete, and understand that failure to fully disclose any and all of the required information may result in denial of admission or possible dismissal of the child.

Father Signature: \_\_\_\_\_ Date \_\_\_\_\_

Mother Signature: \_\_\_\_\_ Date \_\_\_\_\_

**S'PART VIII: School Statement**

- BAIA intends to provide the highest quality education to our students. We look forward to seeing students excel and go beyond expectations.
- Applying to BAIA is not only applying to be at our school, it is applying to be part of our mission to excel in character, knowledge and academic prowess.
- To be a accomplished and involved individuals, and to demonstrate those talents and gifts intrinsic to each student.
- We sincerely thank you for your interest in BAIA and look forward to a bright future.