

Checklist for Application

Applications for the introductory phase of the upper school (Einführungsphase der gymnasialen Oberstufe) can be submitted between **8 February and 17 June 2016**, Monday to Friday from 08:00 to 12:00 and from 13:00 to 15:00 in Secretariat 3 of the grammar school sixth form (house 1, room 1111).

The following documents have to be handed in together with the application:	Done:
1. Application and Guidance Form/EALS (If necessary signed by parents and stamped by former school)	<input type="checkbox"/>
2. Application for Admission (if necessary signed by parents)	<input type="checkbox"/>
3. Recent Passport Picture	<input type="checkbox"/>
4. Signed Curriculum vitae	<input type="checkbox"/>
5. Copy of Birth Certificate or passport - please present originals!	<input type="checkbox"/>
6. Final Report Card with proof of fulfilment of prerequisites for admission (if applicable the mid-year report card of grade 10 or 11 for vocational schools (Berufsfachschulen) so an initial assessment can be made, which will be revoked if the final report card does not meet the prerequisites anymore.) - please present originals!	<input type="checkbox"/>
7. Proof of Education (report cards of grades 9 and 10) - please present originals!	<input type="checkbox"/>
8. Table of Electives (foreign languages/other subjects)	<input type="checkbox"/>