



GREENGATES SCHOOL MEXICO

A NORD ANGLIA EDUCATION SCHOOL

YEAR-ROUND ADMISSIONS

**THANK YOU FOR YOUR INTEREST IN GREENGATES SCHOOL,
THE PREMIER BRITISH INTERNATIONAL SCHOOL IN MEXICO.**

Greengates has a **year-round** or **rolling admissions process** where we support prospective families and review applications at any point throughout the year. Successful applicants can start any time if space is available.

These six simple steps will guide parents:

STEP 1



Please schedule a **visit to our beautiful campus**. We have several options:

- ▶ A **personalised Family Tour** for you to experience Greengates in person. If you are not in Mexico, you may request a **Virtual Discovery Call** with our admissions team.
- ▶ We have **multiple in-person Open Houses** which are perfect opportunities to meet current teachers, students, and parents, and have an in-depth experience.
- ▶ Additionally, our **Discover Greengates Programme** allows your child, ages 3 to 18, to experience Greengates for part of a school day.

STEP 2



Please complete and submit our **online application form**, found on our [website](https://www.greengates.edu.mx).

The following items are required and can be either uploaded to the online application or submitted via email to admissions@greengates.edu.mx as you obtain the supporting documents.

- ▶ Copy of your child's birth certificate and passport (main page only).
- ▶ Copy of the parents' official government identification.
- ▶ A letter of introduction about your family detailing your reasons for applying to Greengates.
- ▶ If applicable, you may also submit a recommendation letter from a current or former Greengates family.

If applying to early years, the following **might not be applicable** but is required for all other students:

- ▶ School progress reports or transcripts for the current school year.
- ▶ End of year progress reports or transcripts for the previous two school years.
- ▶ Please provide the contact information including name, title or position, and email address of the person who can provide your child's current school reference.
- ▶ If applicable, we require your child's psychoeducational and/or medical assessments for special learning needs and other accommodations. Knowledge of this is essential.
- ▶ If applicable, we ask that parents are forthcoming with accounts of disciplinary action taken at the child's previous schools. Informing us does not automatically disqualify your child. Knowledge of this is essential.

STEP 3



Schedule an assessment appointment for your child. We have various ways for your child to complete this assessment based on the year level they are applying to.

Please consult with the admissions team on the assessment fee.

STEP 4



After we receive your full application with all supporting documents and a completed assessment, **we will share this with our Admissions Committee.**

The committee will complete a full review and issue a decision within three to five school days. This process might take up to two weeks during school breaks.

STEP 5



Our **admissions team will contact the parents with the admissions decision** and in the case of a successful admissions decision, we will provide a payment deadline for you to secure your child's place.

STEP 6



Once you have secured your child's place at Greengates, **the admissions team and the respective primary or secondary school** will contact you with information on start dates, required enrolment documents to complete and a guide for incoming families.

THANK YOU FOR APPLYING TO GREENGATES SCHOOL MEXICO, A NORD ANGLIA EDUCATION SCHOOL.