

ADMISSION POLICY 2026/2027

LYCÉE FRANÇAIS INTERNATIONAL GEORGES POMPIDOU - ACADEMIC CITY

Prepared by:	Head of admission	Date: 01/07/2026
Approved by:	Mme La Provisseure	Date: 03/07/2026
Next review due by:	04/01/2027	
Contact:	inscriptions@lfigp.org	

Date and Signature

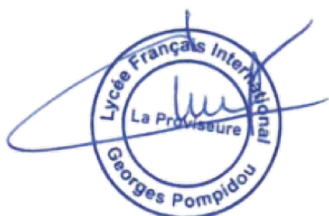


Table of Contents

1. Introduction
2. Registration Procedure
3. Payment and Required Documents

1. Introduction

The Lycée Français International Georges Pompidou operates across two campuses:

- Oud Metha Preschool (from Petite Section to Grande Section – Pre KG to KG 2)
- Elementary School, Middle School, and High School (from CP to Terminale – Grade 1 to Grade 12) – located in Academic City, with separate entrances for the elementary and secondary levels.

Each year, the entire administrative and teaching team is delighted to welcome new students from Petite Section PR KG through to Terminale GRADE 12.

The Lycée Français International Georges Pompidou is a partner school of the Agency for French Education Abroad (AEFE), based on the French educational model with an international focus.

The school is open to French nationals, Emirati students, and students of all other nationalities.

1.1 Admission policy

The Admission Policy is designed to inform families of the registration procedures and criteria at Lycée Français International Georges Pompidou (LFIGP), while ensuring transparency and equity in the handling of all application files.

All applications are thoroughly examined, and a placement assessment may be requested.

1.2 KHDA : Regulatory Authority for Private Schools

The Knowledge and Human Development Authority (KHDA) is the regulatory authority overseeing education within Dubai's private schools. It ensures compliance with laws and regulations, particularly concerning safety and tuition fee management.

Accordingly, parents of each newly enrolled student receive a Parent School Contract (PSC), a contract between the school and the parents that defines the roles, responsibilities, and expectations of each party.

By enrolling their children at LFIGP, families commit to accepting all policies governing school life. Therefore, signing the Parent School Contract upon receipt is mandatory and must be completed before the student's official start date or immediately upon notification.

Non-compliance with the KHDA-required deadline for signing the contract may lead to LFIGP withholding admission of the student.

Note: The parental admission guide is available on the KHDA website: <https://www.khda.gov.ae/>.

2. Registration Procedure

Applications are open for the 2026-2027 academic year.

However, admission may be granted at any time during the school year, subject to availability.

2.1 Admission Prerequisites

In accordance with the new directives issued by the UAE Ministry of Education and the KHDA, effective from the 2026–2027 academic year, the age requirements for admission are now determined based on the student's year of birth, using 31 December of the relevant academic year as the reference date. As a result, placement in the different grade levels is established according to the child's year of birth, in compliance with the applicable regulations.

This new regulation does not apply to students already enrolled in a school prior to the 2026–2027 academic year, who will continue their education in line with their current academic progression.

If the child has previously been enrolled in another institution, the Leaving Certificate (EXEAT) from the former school must be submitted in the student's EDUKA file before the first day of school.

A placement test and/or an interview with the pedagogical team may be required starting from Grade 1 (CP). This test incurs a fee of 300 AED; the invoice will be sent by the Finance Department and must be settled prior to the scheduled test date.

Admissions for Grades 9, 11, and 12 during the school year are limited due to the registration deadlines for national examinations (DNB and Baccalauréat).

Enrollment in Grade 12 (Terminale) is restricted to students who have completed accredited French curriculum studies in Grade 11 (Première).

Final decisions regarding the acceptance of applications are made by the Principal. LFIGP reserves the right to refuse any application.

2.2 Enrollment Procedures

All enrollments must be completed exclusively through the Eduka online platform:
<https://lgp.eduka.school/>

Enrollment Process :

1. Creation of the student's application file
2. Acknowledgement of receipt of the file
3. Review of the fully completed file by the Admissions Department, in consultation with the academic team, followed by notification of the decision
4. If the application is accepted: issuance of an invoice by the Finance Department
5. Payment of tuition fees (10% of the annual tuition + AED 500 admission fee) within the specified deadline
6. Final admission (a confirmation email will be sent)

A form available on the Eduka platform must be completed. Its purpose is, on one hand, to inform the academic team about your child's habits, and on the other hand, to understand your motivations for choosing to enroll at LFIGP.

Applications are processed in the order of receipt (date and time) and evaluated according to the following criteria:

1. Students of Emirati nationality
2. Children of staff members working at LFIGP
3. Siblings already enrolled at the school
4. Students previously enrolled in a French institution or AEFE network
5. Students coming from any other curriculum

2.3 Linguistic and sport program

The LFIGP provides its students with various options

English Internationale Reinforced Section	Grade 1 to Grade 5
British International Section	Grade 6 to Grade 10
Atelier Euro	6e
European Section (LCE)	Grade 7 to Grade 12
Cultural Section	Grade 6 and Grade 7
PARLE	Grade 8 and Grade 9
International French Baccalaureate	Bilingue et trilingue, Grade 11 and Grade 12
Football Section	Grade 4 to Grade 9
Swimming Section	Grade 4 to Grade 12

Enrollment in the various offered programs is open upon submission of the pre-registration application. However, acceptance into a linguistic and/or sports program will be subject to subsequent validation by our pedagogical team, contingent upon:

- Availability in the requested program
- Proficiency in the French language (for elementary students applying to the Reinforced English International Section)
- Successful completion of a placement test and/or interview for secondary students

Note: Participation in a linguistic and/or sports program is subject to the payment of additional annual fees.

2.4 Waiting list

The Lycée Français International Georges Pompidou (LFIGP) maintains a waiting list when the number of applications exceeds the available capacity. This list is intended to ensure equitable opportunity for all applicants. However, placement on the waiting list does not constitute a guarantee of admission.

Parents of applicants placed on the waiting list will be promptly informed when a vacancy arises.

This procedure enables efficient management of enrollments and facilitates a smooth integration process for incoming students.

NB : The Admissions Office reserves the right to request updated documentation (such as report cards, employment verification, and other relevant documents) as deemed necessary.

2.5 Inclusion Policy – Admission of Students with Special Educational Needs

Admission of Students with Special Educational Needs (EBEP, SEND)

***EBEP** : Élève à Besoins Éducatifs Particuliers

***SEND**: Special Educational Need and Disability

The Lycée Français Georges Pompidou admits all children.

In cases where the child to be enrolled has identified special educational needs, parents are required to provide, at the time of application, assessments, medical reports, or any other documentation substantiating the child's situation.

The Inclusion Department will be consulted to arrange a meeting with the family and the educational team to assess the child's needs and to establish an appropriate support plan. Each SEN/EBEP admission request will be reviewed on a case-by-case basis. The school management reserves the right to request additional evaluations for students with disabilities.

The provision of a Learning Support Assistant (AESH) may be a condition for admission. The recruitment of such support staff is the responsibility of the family. The Inclusion Department can assist families in this process.

Once a Personalized Support Plan (PAP) is signed, external therapists may provide interventions within the school, subject to approval by the school management and the Inclusion Department, and contingent upon the signing of an agreement between the therapist and LFIGP.

Furthermore, termination of the student's enrollment may be recommended if it is deemed necessary to propose a more suitable educational pathway aligned with the student's needs, abilities, preferences, and well-being.

Failure to disclose any relevant information regarding a child's special educational needs may result in LFIGP refusing enrollment, particularly if the school's resources and conditions are inadequate to meet the specific needs of the student.

3. Payment and Required Documents

3.1 Financial Terms and Conditions

Upon issuance of an offer of admission, an invoice will be sent corresponding to AED 500 for administrative fees and 10% of the annual tuition fees. These fees are strictly non-refundable.

For admissions occurring during the academic year, tuition fees will be prorated based on the the month of enrollment.

Payment of the invoice is due within seven (7) calendar days from the date of issuance. Receipt of payment within the stipulated timeframe constitutes definitive confirmation of the student's enrollment at the institution.

Failure to remit payment within this period will result in automatic cancellation of the application, and the place will be reallocated to another candidate on the waiting list.

3.2 Documents

The following documents must be submitted as part of the pre-registration application. All documents must be legible, of good quality, and clearly named. Identification documents must be valid at the time of submission.

Only complete applications will be processed.

NB: A valid residence visa for both the student and their parents is mandatory for enrollment in the UAE. case of an international relocation, the school may accept a transfer certificate temporarily, pending regularization of the visa status.

RESIDENT UAE

ELEVE	PARENTS
- Recent ID photo - Copy of valid passport - Valid Emirates ID (front and back) - Birth certificate or family record book copy (must include the names of both parents) - Copy of updated vaccination record (all pages required) - Recent school attendance certificate from the current institution - Copies of report cards or school record book for the past two academic years and the current year. - Commitment Letter for the Learning of Arabic and Religious Education - Leaving Certificate (KHDA, SPEA, ADEK) – required for students transferring from a school within the United Arab Emirates It will be issued on the last day of attendance and may be submitted at a later stage in the case of early pre-registration. - Supporting Document Related to SEN Accommodation Measures, if applicable (PAP – PAI – GEVASCO)	- Recent ID photo for each parent - Copy of valid passport - Valid Emirates ID (front and back) - In the case of divorce, a copy of the court ruling is mandatory, along with a certified letter of parental custody authorization issued by a competent authority (City Hall, Consulate, Notary). - Schooling Authorization Form, signed by both parents, required to validate the enrollment application.

NON RESIDENTS UAE

ELEVE	PARENTS
- Recent ID photo - Copy of valid passport - Valid Emirates ID (front and back) - Birth certificate or family record book copy (must include the names of both parents) - Copy of updated vaccination record (all pages required) - Recent school attendance certificate from the current institution (dated within the last month) - Copies of report cards or school record book for the past two academic years and the current year. - Commitment Letter for the Learning of Arabic and Religious Education - EXEAT: this certificate will be issued on the student's last day of attendance and may be submitted at a later date in the case of early pre-enrollment. - Supporting Document Related to SEN Accommodation Measures, if applicable (PAP – PAI – GEVASCO)	- Recent ID photo for each parent - Copy of valid passport - Proof of employment in the United Arab Emirates (e.g., relocation letter, employment contract, letter of commitment, proof of business establishment, etc.) - In the case of divorce, a copy of the court ruling is mandatory, along with a certified letter of parental custody authorization issued by a competent authority (City Hall, Consulate, Notary). - Schooling Authorization Form, signed by both parents, required to validate the enrollment application. IMPORTANT: The Emirates IDs of the student and both parents are mandatory and must be submitted no later than 4 weeks after the student's first day of school.