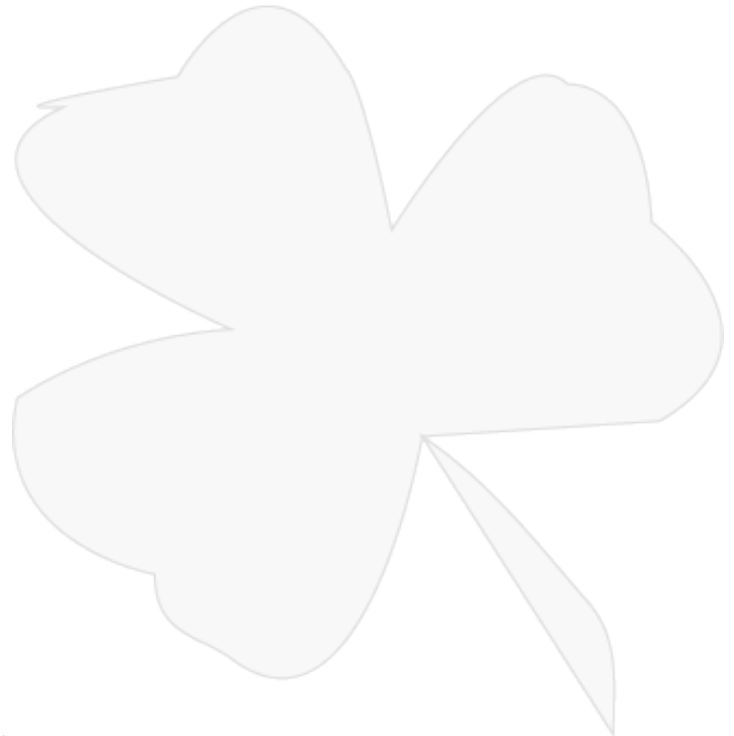




APPLICATION LEAFLET 2018-2019



ADMISSIONS PROCEDURE

Dear Applicant, this leaflet is intended to guide you through the application and admissions process to **Woodlands Academy**. It consists of three stages:

Stage 1: Application forms and documents

An application to **Woodlands Academy** is based on the receipt of all the following documentation:

- Student Information
- Contact information
- Parent's Report
- Recommendation form
- Application Form*
- Psychological Report* ⁽¹⁾
- Physician's Report signed by a doctor
- Copy of the most recent official school grades
- Family photo
- 1 Photocopies of applicant's passport
- Birth Certificate*
- Clinics choice*
- TUSLA Form*

⁽¹⁾A psychological report is required for each applicant. Oak International will provide the contact for the psychologist who will apply the test and release this report to the Academy. This information is confidential and will be viewed by authorized staff only.

Stage 2: Proceeding

Applicants will receive a confirmation email with the decision of the Admissions Council. This may take **up to 15 days** for validation. If the Admissions Council decision results in **proceeding** status you will be required to send Supporting documentation (Stage 3). If not you will receive a non-acceptance letter. There are no guaranteed or reserved places. Placement is subject to availability in each level. If a level is full, it is possible that a waiting list will be set up by the Admission Council.

Stage 3: Supporting documentation

In this stage, it is required a deposit of 3,000 EUR (Application fee) to secure a place for the proceeding applicant. Applicants will be given **20 working days** to send the following supporting documentation to **Woodlands Academy** directly.

- Parental Agreement
- Flu Vaccination Consent*
- Medical Care Authorization Forms
- 2 Recent Passport-size color photographs

Only when full supporting documentation is sent to **Woodlands Academy**, with the enrollment agreement signed, and the deposit reception confirmed in writing by **Woodlands Academy**, you will have completed the application process and be officially accepted. However, be aware that the academy will not review any incomplete application. If the school secretary does not receive the supporting documentation within the given time, the application may be considered null and void.

*Does not apply for Summer Courses

SUMMER CAMP & SCHOOL YEAR DATES 2018-2019

School Year Courses	Annual	Autumn	Extended Autumn	Spring
Ages	11-15 years	11-15 years	11-15 years	11-15 years
Students arrival	12-Sep-18	12-Sep-18	12-Sep-18	05-Jan-19
Students return	16-Jun-19	19-Dec-18	25-Feb-19TBC	16-Jun-19

Summer Courses	2 Weeks	4 Weeks
Ages	8-14 years	8-14 years
Students arrival	29-Jun-18	29-Jun-18
Students return	13-Jul-18	27-Jul-18

FINANCIAL INFORMATION

Prices do not include flights to and from Ireland. Prices do not include Personal Expenses - each Academy has an account for personal expenses. International trips are optional and incur additional fees as below:

Annual courses	Annual	Autumn	Extended Autumn	Spring
Tuition and boarding	EUR 34,500	EUR 14,300	EUR 21,500	EUR 22,579
Clinics base charge	EUR 3,100	EUR 1,300	EUR 1,800	EUR 2,010
Paris trip (Oct)*	EUR 1,300	EUR 1,300	EUR 1,300	N/A
London Trip (Nov)*	EUR 1,400	EUR 1,400	EUR 1,400	N/A
Trip to Switzerland (Feb)	EUR 3,200	N/A	EUR 3,200	EUR 3,200
Trip to Italy (Easter)	EUR 3,500	N/A	N/A	EUR 3,500
Portugal Trip (May)*	EUR 1,300	N/A	N/A	EUR 1,300

Summer courses	2 Weeks	4 Weeks
Tuition and boarding	EUR1,900	EUR3,500

*Optional trips. The school is closed during the Christmas break | TBC: To be confirmed

PERSONAL ACCOUNT

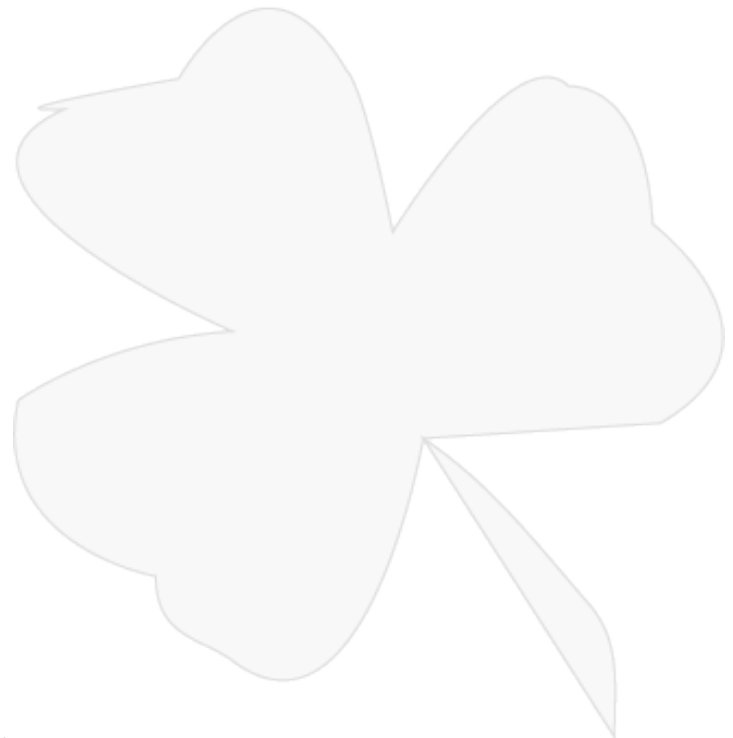
Personal Account Department is in charge of the student's personal accounts in Woodlands Academy. Statements are visible 24/7 to parents at **Woodlands Academy's** website under parent's portal. The recommended amount to transfer for the personal account is shown in the table below. This estimated amount will normally cover the general expenses.

Minimum recommended

	Annual	Autumn	Extended Autumn	Spring
School Years	EUR 2,350	EUR 1,000	EUR 1,350	EUR 1,350
			2 weeks	4 weeks
Summer Courses			EUR 125	EUR 250

Charges such as the optional trips, medical expenses, taxis, special requests and the school shop account will be charged on your child's personal account.

For more information visit www.woodlands-academy.org



ACCOUNT INFORMATION

TUITION ACCOUNT

All payments for Tuition and Boarding and Clinics should be deposited to:

Receiving Bank: AIB (Allied Irish Banks) Old

Bray Road, Cornelscourt, Dublin 18.

Beneficiary Name: Oak Academies Inc.

Account Number: 29861018

Swift: AIBKIE2D

Currency: EUR

IBAN: IE45 AIBK 9333 9229 8610 18

Sorting Code: 93-35-70

Reference: ID Number - Student name

PERSONAL ACCOUNT

Receiving Bank: AIB (Allied Irish Banks)

Beneficiary Name: Del Riada Language Centre Ltd.

Branch: Sandyford, Blackthorn Road, Dublin 18

Sorting Code: 93-35-70

Account No. 37165091

IBAN: IE 70 AIBK 933570 37165091

Swift Address: AIBKIE2D

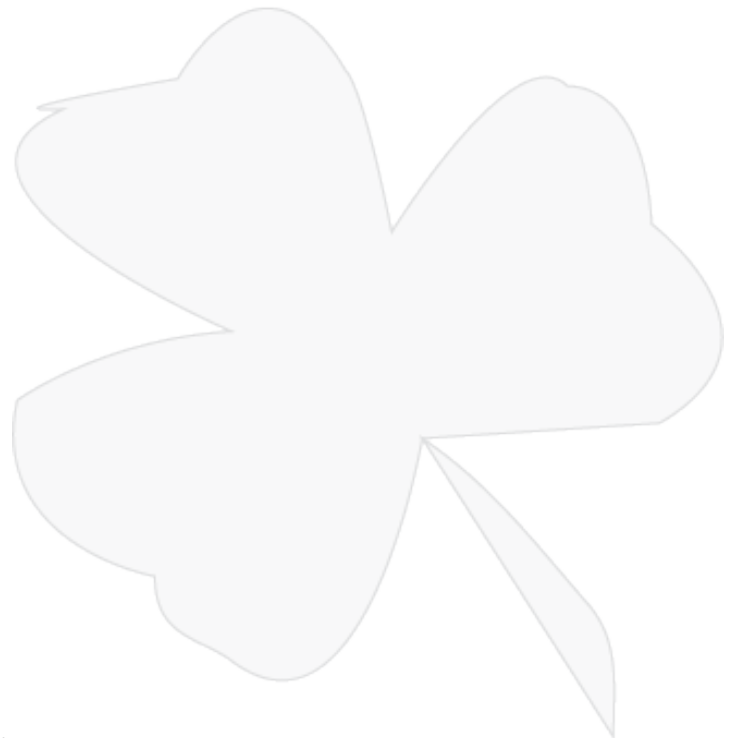
Reference: ID Number - Student name

To contact the Accounts Department:

Mairead Fahy

Personal Accounts

Email: mfahy@arcol.org



NEED HELP WITH THE APPLICATION?

We have agents around the world willing to assist you through the application process. We offer unparalleled service, excellent professionalism, and the highest ethical standards. All our agents are well trained to ensure they have the answers to your questions and the knowledge to make your application process easier.



Mexico

South	Adriana García Colin Gomez	adriana.garcia@oakinternational.org
Bajo	Beatriz Escobedo	beatriz.escobedo@oakinternational.org
Center	Rebeca Pérez Guillot	rperez@oakinternational.org
North	Monica Leal	monica.leal@oakinternational.org
Pacific	Perla María Martínez M	guadalajara@oakinternational.org

Chile- Argentina – Peru

Isabel OelckersHollstein i.oelckers@oakinternational.org

Brazil

Nathalie Musella nathalie.musella@oakinternational.org

France - Spain - Italy

Victoria Pastor vpastor@oakinternational.org

Korea

oakkorea@arcol.org

Rest of the World

Maria Hermida atc@oakinternational.org