



Admissions criteria and process

The criteria for admission to the European School Copenhagen have been set by the Municipality of Copenhagen. Please note that the dates in the process below apply to admission to Nursery class and Primary. The dates will differ for admission to Secondary.

The European Schools must first and foremost ensure schooling and education of children of EU institution staff members. At the European School in Copenhagen this means that approximately 20% of the places are assigned to this group of applicants. The remaining places are allocated according to the admission criteria below.

Presently, the European School Copenhagen has two language sections: a Danish language section and an English language section.

The European School Copenhagen primarily admits pupils for school start in nursery class (børnehaveklasse). According to the Danish Primary Education Act, compulsory school attendance begins 1 August of the calendar year in which the child turns six. According to the law, a child may be admitted to nursery class in the calendar year in which it turns five before 1 October, if the parents request it and the child is considered ready to start school.

It is also possible to apply for Primary. However, the number of places here are limited.

Note: The European School Copenhagen only enrolls pupils at the grade levels presently established at the school, and it is NOT possible for the child to be placed on a waiting list.

The European School Copenhagen is funded by the municipality, and the school is therefore free of charge.

The deadline for applications is 15 January in the calendar year of school start.

Europaskolen København European School Copenhagen



In order to be admitted to the school, the pupil must speak the language of the language section in question fluently, and the language must be anchored in everyday life.

Below, you can read more about the admission criteria and process:

Admission of pupils to the European School Copenhagen takes place according to the following criteria, in order of priority:

- a.** Children of EU institution staff members are entitled to admission.

- b.1.** Children of whom one or both parents are international employees who have come to Denmark with the purpose of working in Danish or international companies, organisations and educational institutions.

- b.2.** Children of whom one or both parents are returned Danish employees working in Danish or international companies and organisations, and who have had a permanent workplace outside Denmark for a total of one year within the last five years.

- b.3.** Children moving here from another European school.

- b.4.** In case of extra places, these may be offered to local applicants who meet the necessary language requirements for admission.

Siblings of pupils already enrolled in the European School Copenhagen, who meet the above criteria, are always invited to a screening and will be assessed in each category (b.1.-b.4.) on an equal footing with the other applicants. Siblings cannot skip a category. If, for example, there are qualified siblings in b.2., they come before other b.2.s but not before b.1.s. If the applicants meet the language and other requirements, they can be admitted to Nursery class. Siblings can also be admitted in the other grades if they meet the academic requirements and if the school considers that there is room in the relevant class.



Step 1: Application

If you can see that your child is in the target group and you wish to apply for the school, you must submit an application and provide the following supporting documentation:

- Copy of passport or birth certificate of the child
- Copy of passport or birth certificate of the parents/legal guardians
- Proof of employment (copy of contract, letter from employer and/or pay slip)
- Copy of school report from last school/kindergarten attended by the child (template available here)
- The application and supporting documentation must be submitted to the European School no later than **15 January 2018**, using the link on the school's website. For questions, please write to admission@escph.kk.dk.

Step 2: Selection

If the number of applicants exceeds the number of places available at the school, the applicants who are considered most ready for school and best qualified linguistically are recommended for screening, based on the criteria outlined above.

The assessment hereof is based on the indicated language level and the school report from the last kindergarten/school attended. The assessment is made by an admission committee in January and February.

Step 3: Screening

The applicants selected in Step 2 are invited in for a screening which tests their language, maturity and academic level.

Screenings are performed in February and March.

Annex 4.2. Admissions Criteria and Process



Europaskolen København European School Copenhagen



Step 4: Admission

Based on the screening, the European School's admission committee decides which children are best qualified linguistically and academically. The final evaluation and selection also takes into consideration the child's age and maturity, desirable pupil composition and class formation.

Applicants will receive notification of the outcome of their application in early April.

Approved by the Municipality of Copenhagen 30 Nov 2017