# 目录
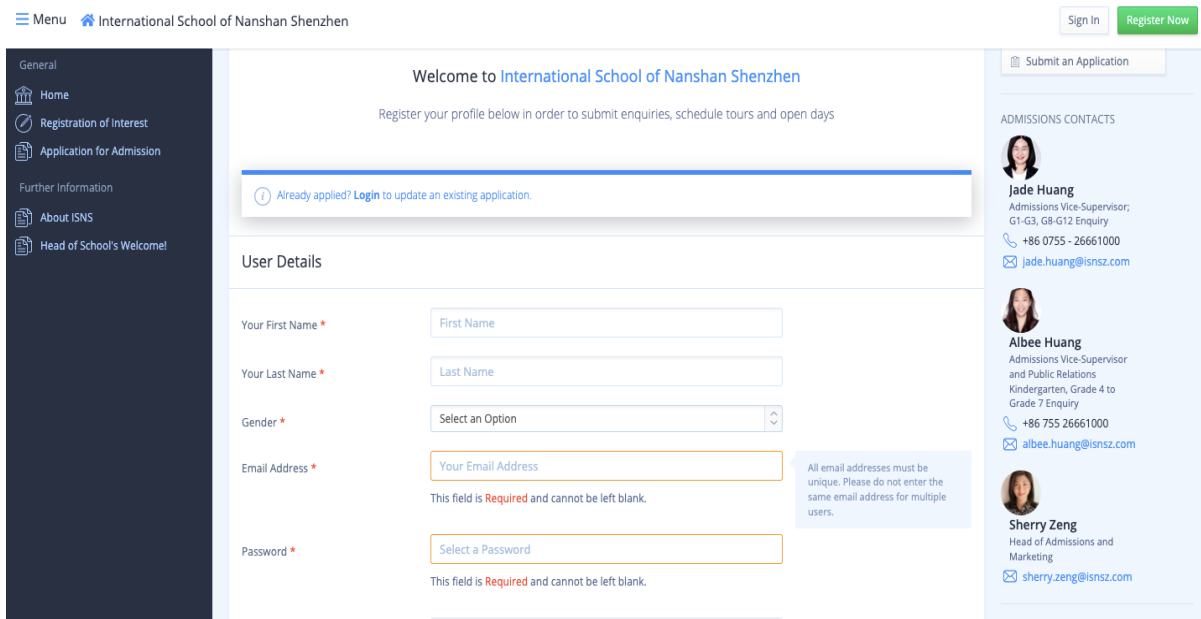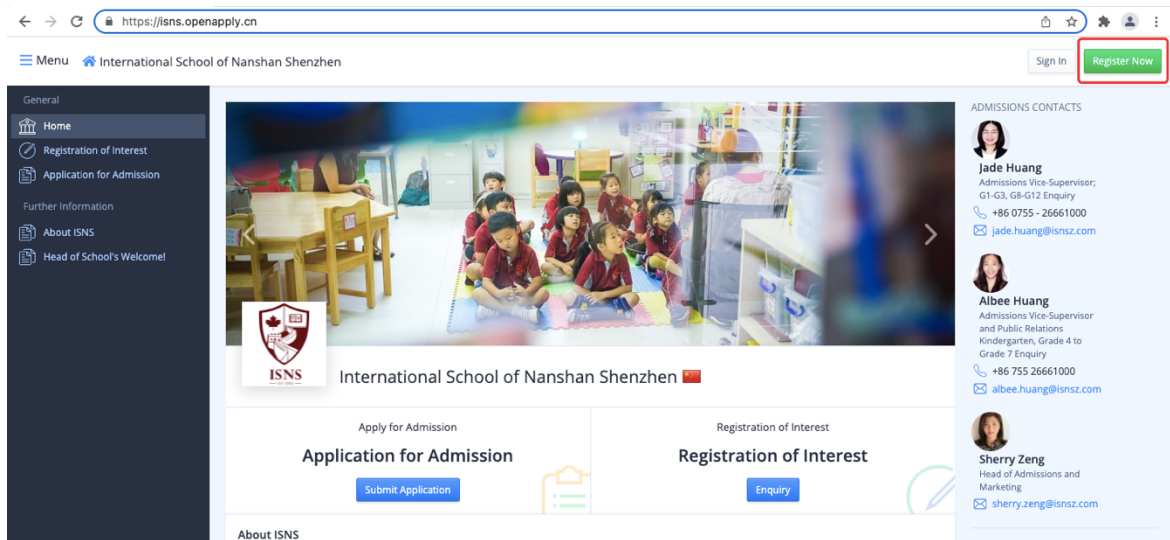
# 一、设置家长账号方法

## -官网申请路径
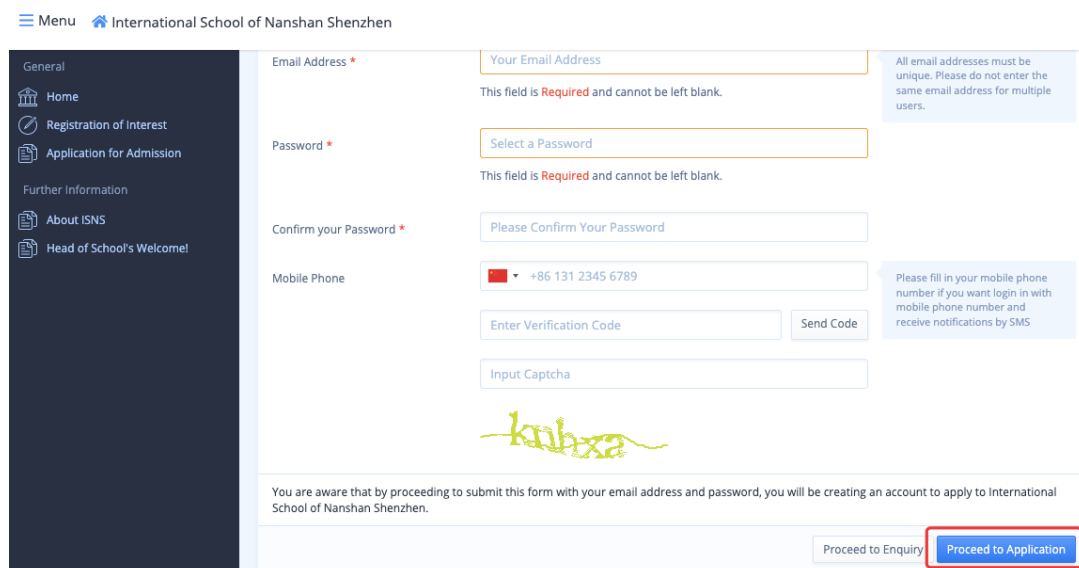
1、浏览器输入 www.isnsz.com，点击页面上端 Apply now 进入申请页面。(推荐方式)



2、点击页面右上角 Register Now 进行 OpenApply 报名系统注册家长账号，方便下次登入系统完善资料。
请注意：已经注册过的邮箱无法再次注册。

3、填写基本资料完成注册后，点击 Proceed to Application，方可进入学生账号申请页面。
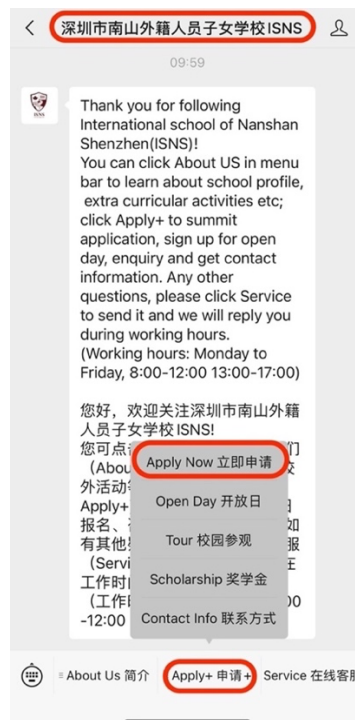请注意：注册成功会收到邮件通知，请查收邮件并进行邮箱认证。

## Email Confirmation

Thank you for registering an account on OpenApply.

To complete the registration process, please verify your email address.

# 一、设置家长账号方法

## -微信服务号申请路径

1、    微信公众号搜索 ISNS2022 或者深圳市南山外籍人员子女学校 ISNS 或扫描以下二维码关注学校微信服务号，点击 Apply+ 申请+ — Apply Now 立即申请，进入申请页面。

2、建议您先注册家长账号，再完成学生的申请表格，方便下次登入系统完善资料。请点击上方头像选择 Register As Parent，进入注册页面。

请注意：已经注册过的邮箱无法再次注册。

3、填写基本资料完成注册后，点击 Proceed to Application，方可进入学生账号的申请页面。
请注意：注册成功会您会收到邮件通知，请查收邮件并进行邮箱认证。





# 二、学生账号

## -申请表填写指引

1、按要求填写申请表 1 Application Information 申请信息，填写完成后，点击 Save & Next 进入下一页面。
请注意：
1.1 港澳台学生的 Visa 信息请填写回乡证或台胞证信息。
1.2 需在学生 Passport Photo 处上传学生的大头照片。

## Applicatio... | 1. Applicant Information | 2. | 3. | 4. | Submit

### Applicant Information

(i) Please, use English only when filling out the application.
请全部用英文填写学校报名表。

Please upload clear digital passport photo

👤 Upload New Photo?

**Legal Name**

Last Name *

Given Name(s) *

Preferred Name

Other Name 学生汉字姓名(如适用)

Gender *
○ Male    ○ Female

---

Is the applicant a returning ISNS student? *
○ Yes    ○ No

Has the applicant ever applied to ISNS before? *
○ Yes    ○ No

Will the applicant take the school bus? *
○ Yes    ○ No

Do you give permission for the applicant to leave campus unescorted? (MYP/DP    *
Only) (Excluding bus students)
○ Yes    ● No

Who will pay the school fees? *
Select an Option                                                    ⌄

What is the anticipated length of stay at ISNS? *

* denotes Required Fields.                                      Save & Next

2、按要求填写申请表 2 Family Information 家庭信息，填写完成点击 Save & Next 进入下一页面。
请注意：家长需要在 Parent ID Photo 上传家长的大头照片。

3、申请表 3 Background Information 学习背景，填写完成点击 Save & Next 进入下一页面。
请注意：申请 G1 及以上年级的学生需上传近三年英文版成绩单。

## Application Form | 1. | 2. | 3. Background Information | 4. | Submit

### Background Information

ℹ Please, use English only when filling out the application.
请全部用英文填写学校报名表。

**Applicant's Academic Profile**                                    🗑

ℹ Please list all schools attended recently and provide all previous school reports in English along with this application.

School Name *

Curriculum *

City *

Country *

Select an Option ▾

Has your child ever had a psycho-educational evaluation? *
○ Yes  ○ No

Has your child ever received extra help during the school day or after school hours? *
○ Yes  ○ No

Does your child have any physical disabilities / impairments? *
○ Yes  ○ No

**Supplementary Information about the Applicant**

Please list special hobbies or interests of your child. *

Please provide any other information you feel would be useful in helping us educate and support your child`s transition to ISNS.

\* denotes Required Fields.                          Previous   Save & Next

4、申请表 4 Emergency Information & Agreement 紧急信息收集协议，若学生有任何药物过敏或禁忌，请**务必**填写相应情况。

Emergency Information & Agreement

ⓘ Please, use English only when filling out the application.
请全部用英文填写学校报名表。

**Emergency Procedures**

ⓘ We at the International School of Nanshan Shenzhen care very much about the safety and well-being of your children. On the occasion of an emergency, where medical attention is required, we need an agreement from parents indicating what can be done according to the present situation. As a precaution, we would like you to fill in the information below.

**Health Information** *

Does your child have any medical conditions? *
○ Yes   ○ No

Does your child have any allergies? *
○ Yes   ○ No

Does your child take any form of medication (oral or injected) on a regular basis for any of the above? *
○ Yes   ○ No

请注意：
4.1、请确保学生已经根据身份所在国和地区的疫苗政策完成疫苗的接种。学生因未接种相关疫苗产生的任何影响，学校不承担任何责任。
4.2、请认真阅读入学资料提交、填写的真实/准确/完整性并勾选相应位置后提交申请。

In case of emergency, we will try to contact you as soon as possible, and then transport your child to the nearest hospital or clinic for professional medical attention. *
○ Acceptable   ○ Not Acceptable

Vaccination Policy *

Please ensure that students have completed their vaccinations in accordance with the vaccination policy of the country or region where they are located. The school does not assume any responsibility for any impact caused by students not receiving relevant vaccines.

☐ **I agree the Vaccination Policy of ISNS.**

Admissions Agreement *

1. The parent(s) and student will abide by the school's established policies and procedures.
2. The Parent(s) will abide to pay the School fees along with the Non refundable Capital Levy fee in full by the due dates. Any late fee payment will result in a late payment penalty of 1% of total fees per week.
3. The parents(s) will arrange and furnish proof of comprehensive medical and accident insurance for the student(s).
4. The parent(s) grants permission to ISNS to obtain emergency medical treatment for the student in the event that the parent cannot be contacted.
5. The parent(s) understand and agrees that individual academic and/or diagnostic assessments may be administered as necessary to the student. Parent(s) will be notified in advance of such testing.
6. The parent(s) understands that classes take field trips to take advantage of the cultural and environmental resources of China and abroad as part of the curriculum. Staff members and/or other responsible adults who will exercise all reasonable caution will supervise all school trips. However, the parent(s) agrees that the school and/or the

☐ I have read and understand the Admissions Agreement. I certify that all provided information is accurate and complete.
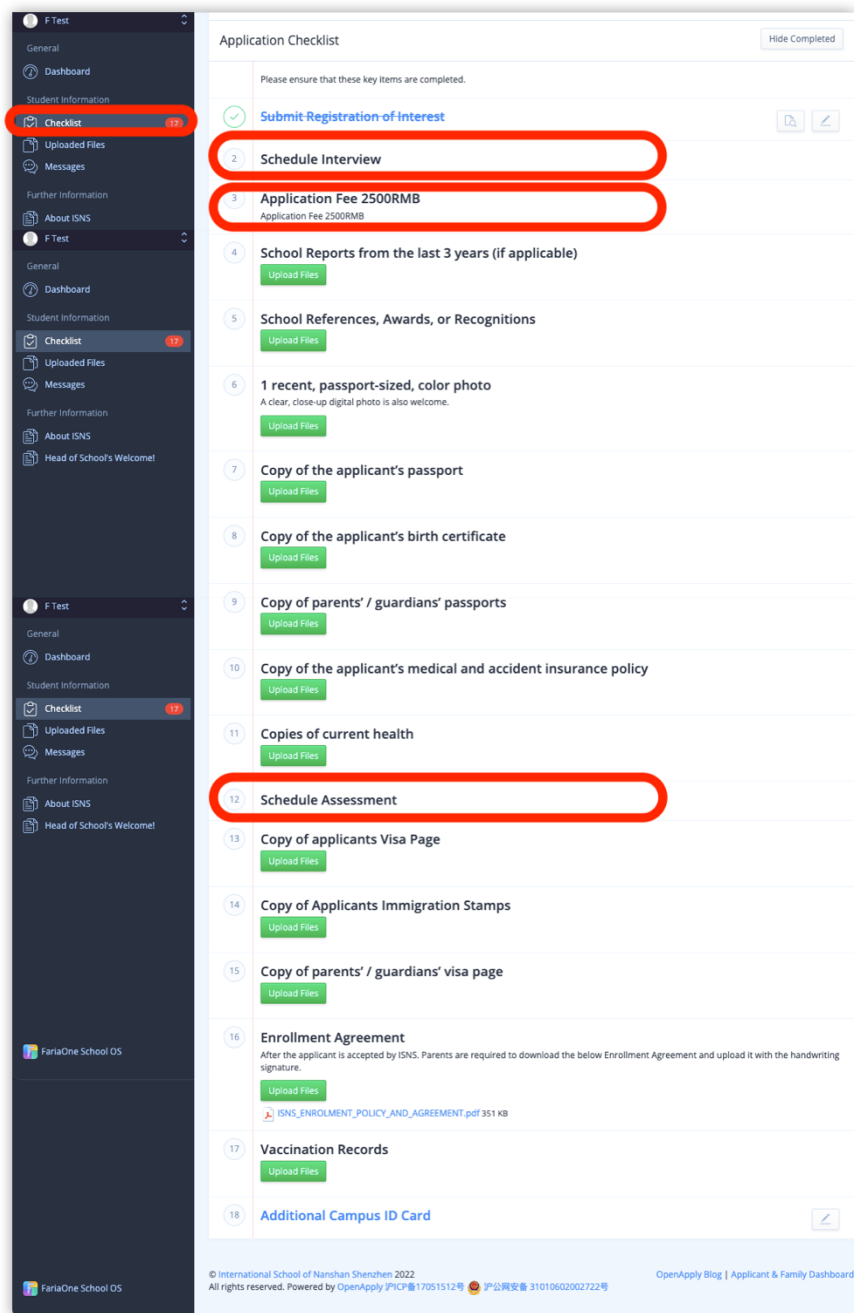
# 二、学生账号

## -如何上传辅助资料

1、完成申请表填写后，点击 Checklist，查看需要上传的文件清单。请按要求上传所需辅助资料。
请注意：

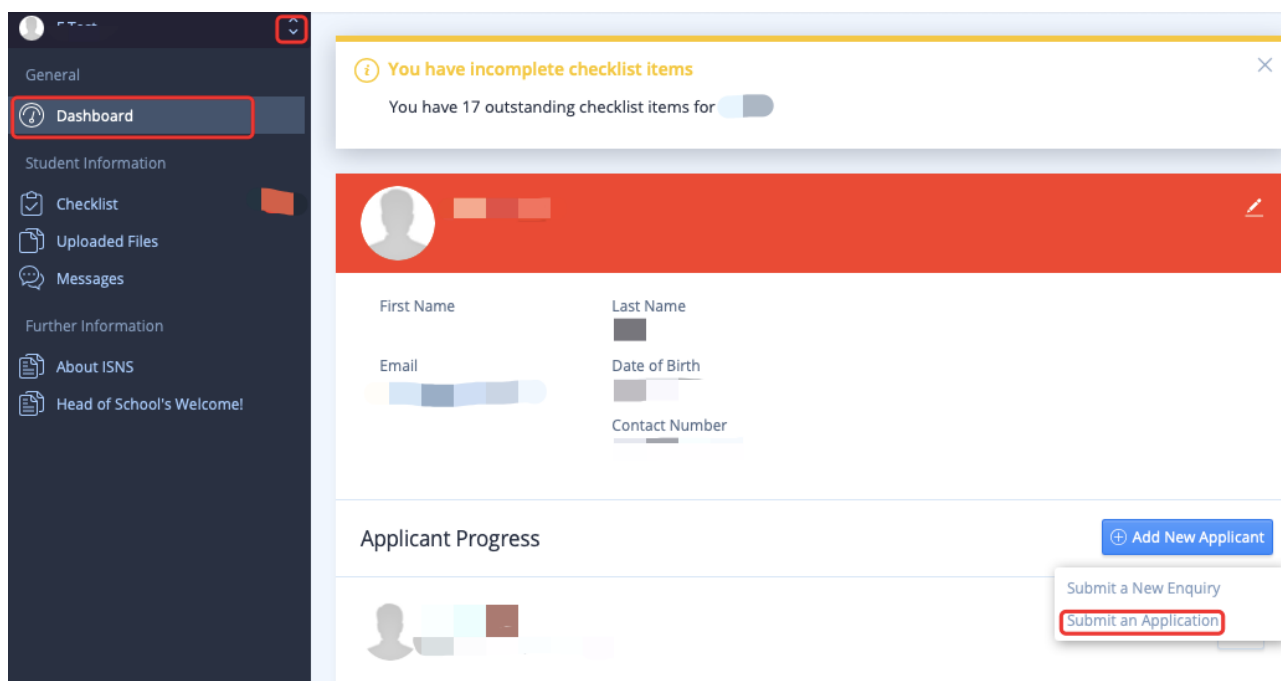1.1、Submit Registration of Interest 需填写完成。

1.2、Application Fee 2,500RMB & Schedule Assessment & Schedule Interview 家长无需操作，皆需由招生办联系家长后再进行安排。

# -如何添加兄弟姐妹申请

1、如需添加申请人兄弟姐妹的申请入学，请点击 Dashboard—Add New Applicant—Submit an Application，为其单独填写申请表及上传相应的文件。

<span style="color:red">请注意：您可以点击左上角对申请人进行切换。</span>



*学校招生办公室在收到学生报名表后，会尽快与您联系，安排相关入学考试及面试等事宜。如果您没有收到联系，请发送邮件至 admissions@isnsz.com 或致电 0755 - 2666 1000 咨询。

# 三、须知

1. 申请人需持中国大陆以外的外籍护照，且提供中国签证及入境记录。持港、澳、台湾护照申请人，签证栏请填写回乡证号码。
2. ISNS 采用全年滚动式招生，在有学位及资料齐全的条件下可接受插班就读。
3. 目前幼儿园阶段及一年级有面试，二年级及以上年级有笔试和面试。