

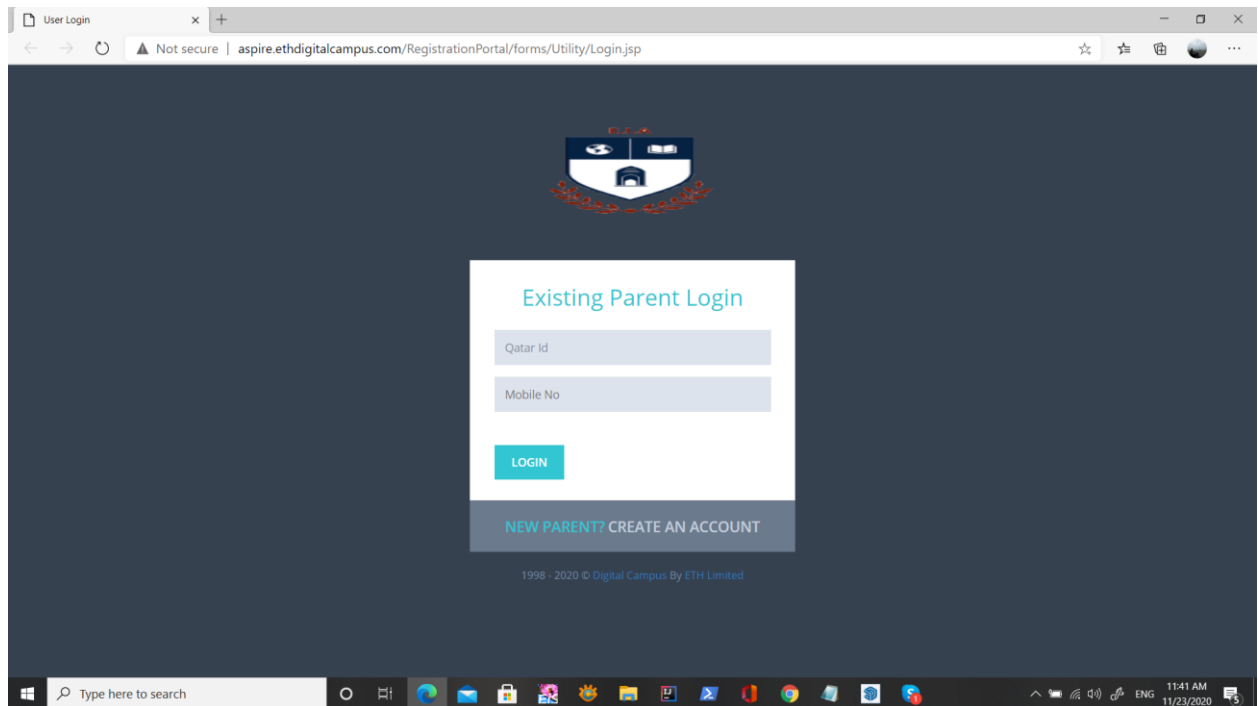
ONLINE APPLICATION PROCESS IN STEPS

Step: 1

Open the link: [New Student Registration](#)

Parents, who are new to our school, and who do not have children already registered with us, must create an account first by

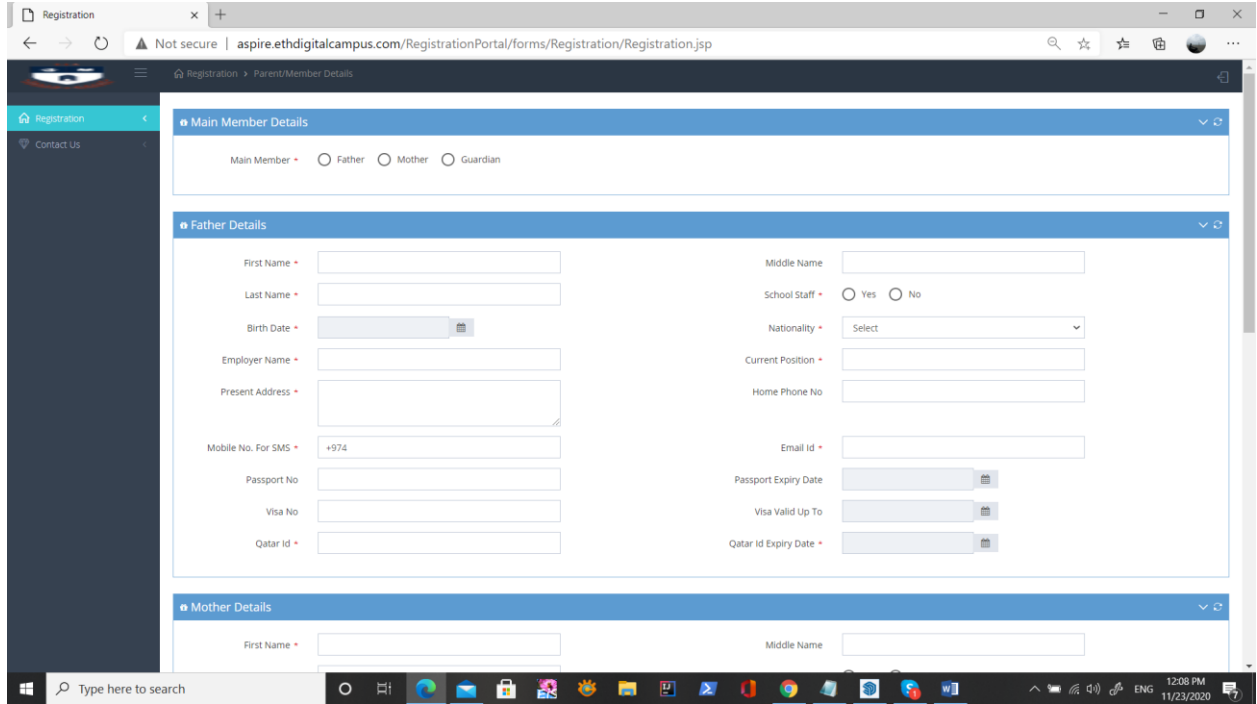
1. Click 'New Parent? Create an Account
2. Enter your Qatar ID and Mobile Number
3. You will receive an email with your Login ID and Password



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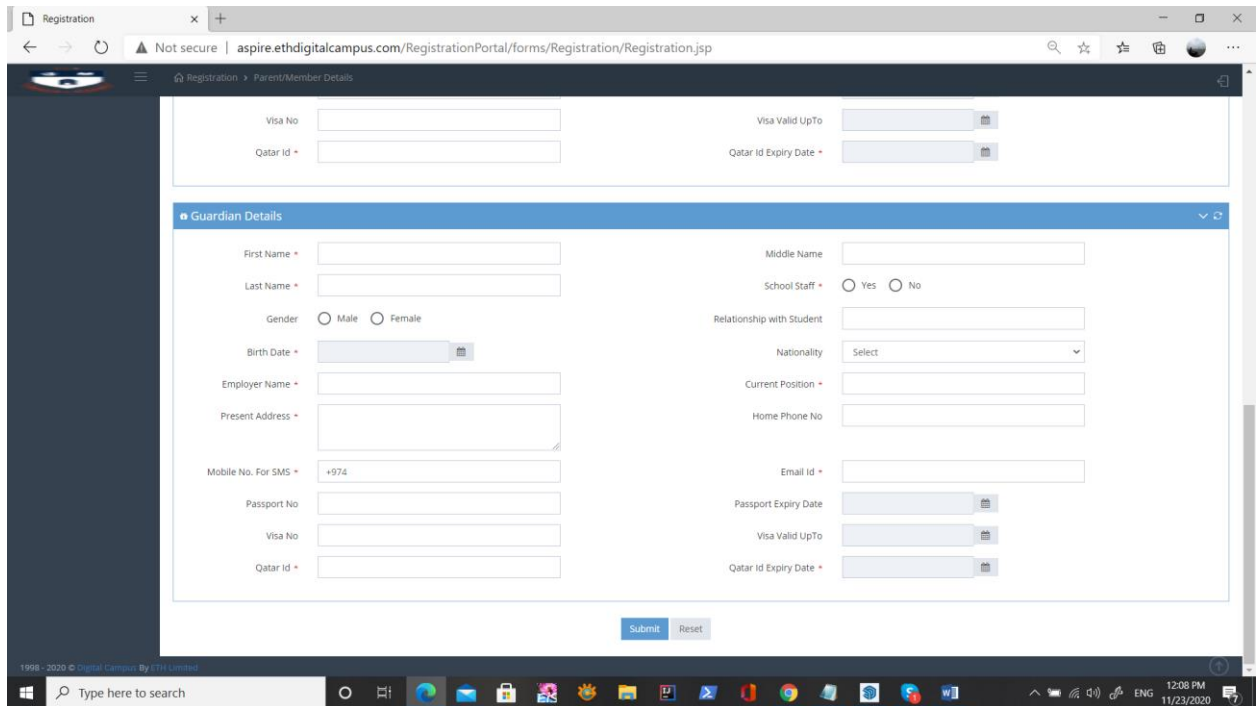
Step: 2

1. Fill the Parent Information, as shown in the picture below.
2. Click 'Submit'



The screenshot shows a web browser window with the URL aspire.ethdigitalcampus.com/RegistrationPortal/forms/Registration/Registration.jsp. The page title is "Registration" and the breadcrumb is "Registration > Parent/Member Details". The form is titled "Main Member Details" and has three radio buttons: "Main Member", "Father", and "Mother". The "Father" radio button is selected. Below this is the "Father Details" section with the following fields:

- First Name *
- Last Name *
- Birth Date *
- Employer Name *
- Present Address *
- Mobile No. For SMS *
- Passport No *
- Visa No *
- Qatar id *
- Middle Name *
- School Staff * Yes No
- Nationality *
- Current Position *
- Home Phone No *
- Email Id *
- Passport Expiry Date *
- Visa Valid Up To *
- Qatar Id Expiry Date *



The screenshot shows the same web browser window, but the "Guardian" radio button is selected. The "Guardian Details" section is visible, with the following fields:

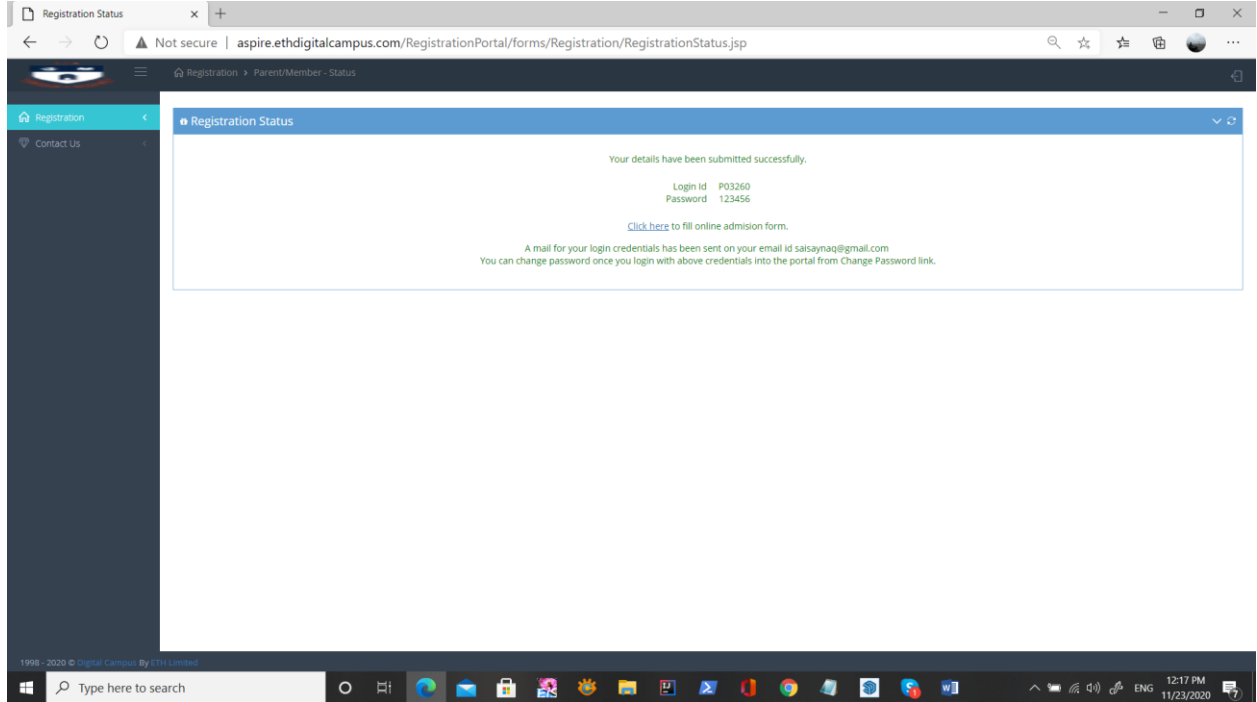
- First Name *
- Last Name *
- Gender Male Female
- Birth Date *
- Employer Name *
- Present Address *
- Mobile No. For SMS *
- Passport No *
- Visa No *
- Qatar id *
- Middle Name *
- School Staff * Yes No
- Relationship with Student *
- Nationality *
- Current Position *
- Home Phone No *
- Email Id *
- Passport Expiry Date *
- Visa Valid Up To *
- Qatar Id Expiry Date *

At the bottom of the form, there are "Submit" and "Reset" buttons.

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Step 3:

1. You will see a page showing your Login ID and Password (this information will also be emailed to you)
2. Select 'Click Here' to move on to the Online Admission Form to start the application process for your child/children.



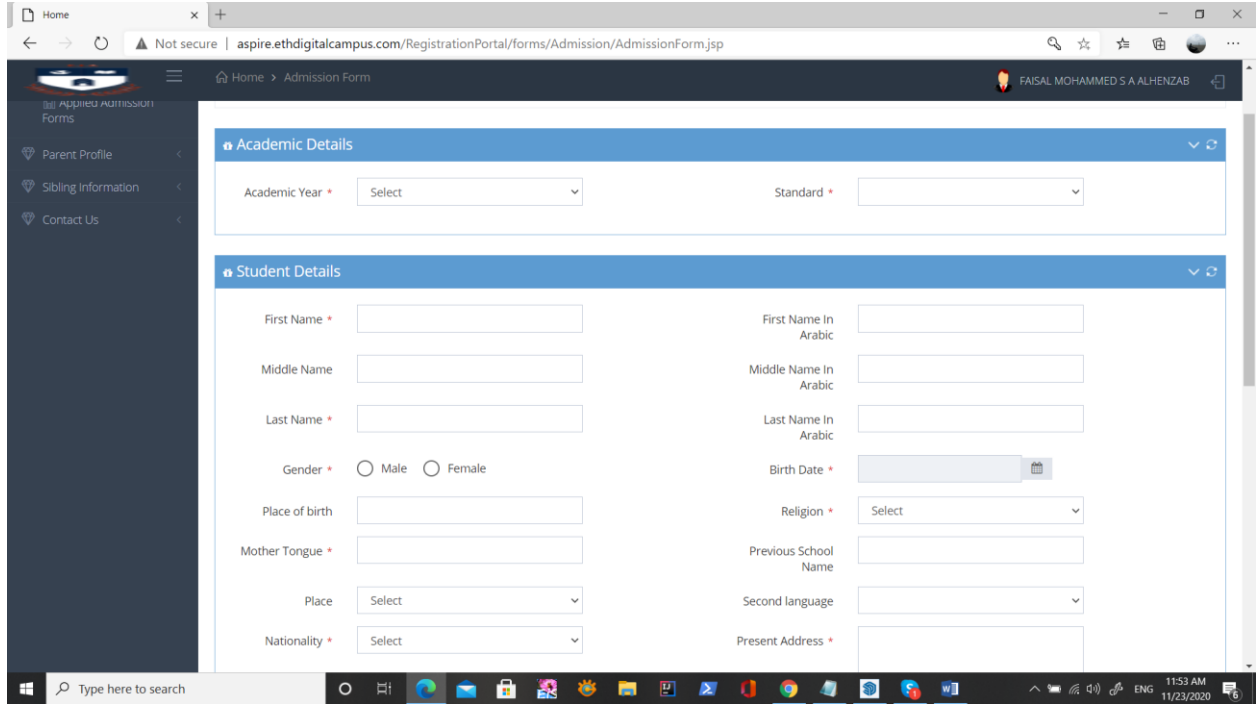
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Step: 4

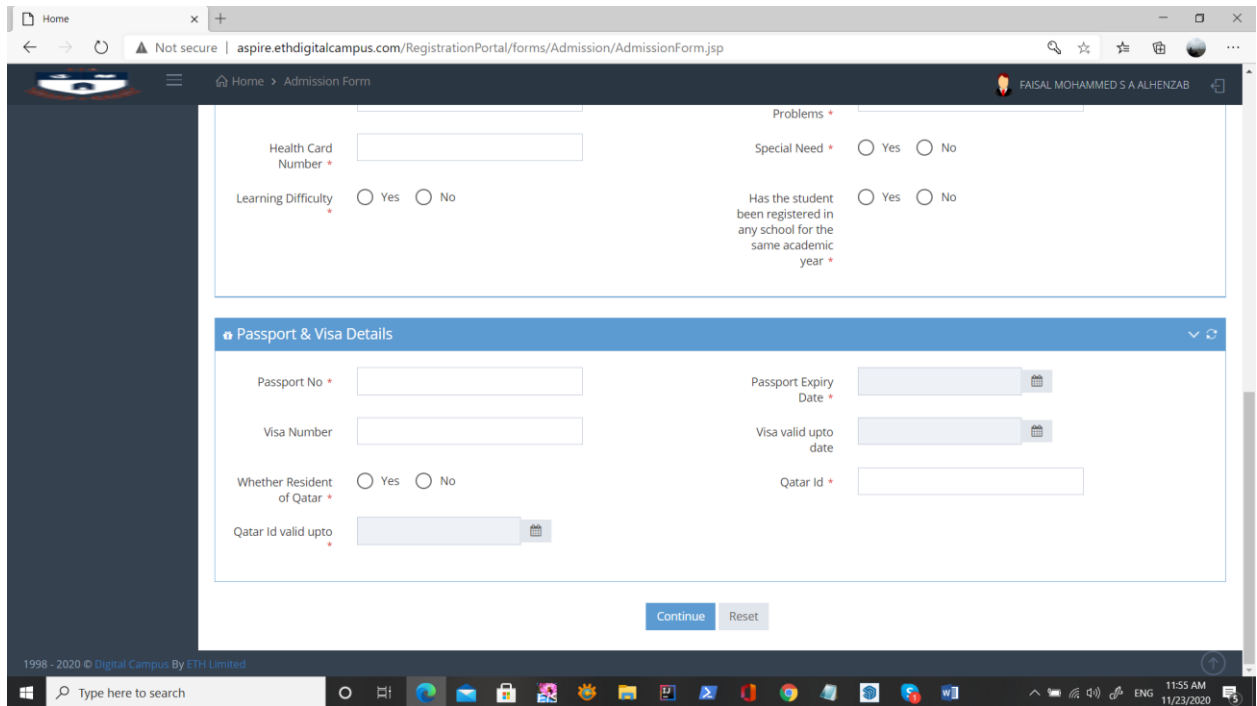
1. Complete the form with your child's details

2. Press 'Continue'

Fields marked with an * are mandatory



The screenshot shows the 'Academic Details' and 'Student Details' sections of the admission form. The 'Academic Details' section includes fields for 'Academic Year' and 'Standard'. The 'Student Details' section includes fields for 'First Name', 'Middle Name', 'Last Name', 'Gender', 'Place of birth', 'Mother Tongue', 'Place', 'Nationality', 'First Name In Arabic', 'Middle Name In Arabic', 'Last Name In Arabic', 'Birth Date', 'Religion', 'Previous School Name', 'Second language', and 'Present Address'. Fields marked with an asterisk (*) are mandatory.

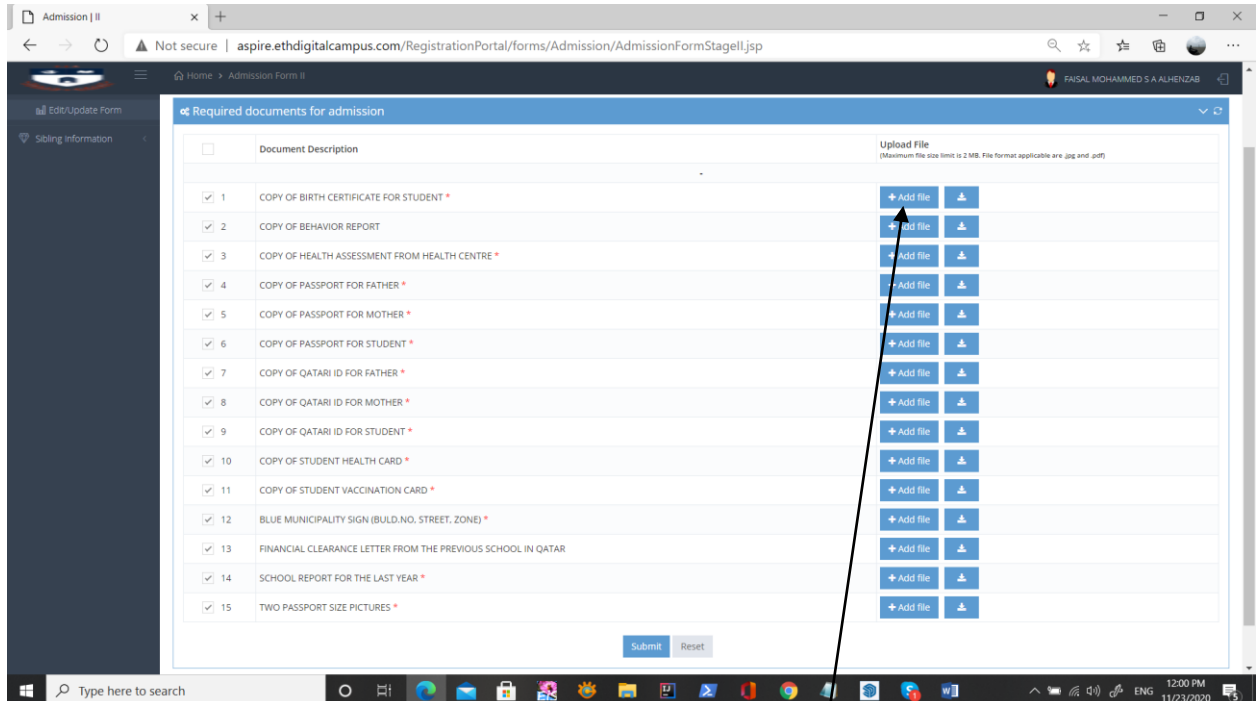


The screenshot shows the 'Health Card Number', 'Learning Difficulty', 'Special Need', and 'Passport & Visa Details' sections of the admission form. The 'Health Card Number' section includes fields for 'Health Card Number', 'Learning Difficulty', 'Special Need', and 'Has the student been registered in any school for the same academic year'. The 'Passport & Visa Details' section includes fields for 'Passport No', 'Passport Expiry Date', 'Visa Number', 'Visa valid upto date', 'Whether Resident of Qatar', and 'Qatar Id'. Fields marked with an asterisk (*) are mandatory. At the bottom of the form, there are 'Continue' and 'Reset' buttons.
















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Step: 5

Finally, please upload all documents listed below, by clicking the +AddFile button and uploading the required document.



The screenshot shows a web browser window with the URL aspire.ethdigitalcampus.com/RegistrationPortal/forms/Admission/AdmissionFormStage1.jsp. The page title is "Required documents for admission". It features a table with 15 rows, each representing a required document. Each row has a checkbox on the left, a "Document Description" column, and an "Upload File" column. The "Upload File" column contains a blue "+Add file" button and a blue upload icon. A black arrow points from a green-bordered box below to the "+Add file" button in the second row.

	Document Description	Upload File
<input type="checkbox"/>		
<input checked="" type="checkbox"/>	COPY OF BIRTH CERTIFICATE FOR STUDENT *	+Add file 
<input checked="" type="checkbox"/>	COPY OF BEHAVIOR REPORT	+Add file 
<input checked="" type="checkbox"/>	COPY OF HEALTH ASSESSMENT FROM HEALTH CENTRE *	+Add file 
<input checked="" type="checkbox"/>	COPY OF PASSPORT FOR FATHER *	+Add file 
<input checked="" type="checkbox"/>	COPY OF PASSPORT FOR MOTHER *	+Add file 
<input checked="" type="checkbox"/>	COPY OF PASSPORT FOR STUDENT *	+Add file 
<input checked="" type="checkbox"/>	COPY OF QATARI ID FOR FATHER *	+Add file 
<input checked="" type="checkbox"/>	COPY OF QATARI ID FOR MOTHER *	+Add file 
<input checked="" type="checkbox"/>	COPY OF QATARI ID FOR STUDENT *	+Add file 
<input checked="" type="checkbox"/>	COPY OF STUDENT HEALTH CARD *	+Add file 
<input checked="" type="checkbox"/>	COPY OF STUDENT VACCINATION CARD *	+Add file 
<input checked="" type="checkbox"/>	BLUE MUNICIPALITY SIGN (BULD.NO. STREET. ZONE) *	+Add file 
<input checked="" type="checkbox"/>	FINANCIAL CLEARANCE LETTER FROM THE PREVIOUS SCHOOL IN QATAR	+Add file 
<input checked="" type="checkbox"/>	SCHOOL REPORT FOR THE LAST YEAR *	+Add file 
<input checked="" type="checkbox"/>	TWO PASSPORT SIZE PICTURES *	+Add file 

Upload scanned documents by clicking this button

Step 6:

Click the 'Submit' button to complete the application process.

Once submitted, you will receive an email notification. The School Office will be in touch with you within a maximum of 3 working days with the date and time of entrance assessment.

NOTE: If you would like to apply for more than one child, please click on 'New Admission Form' in the menu on top left again, and complete the child's information accordingly.