



## Admission policy

Year 2025-2026

### Admissions conditions and fees

The European Schools were created to provide the children whose parents work for European Union institutions with an education in their mother tongue. **Those schools are not intended to be bilingual schools.**

Families who do not belong to European institutions can still apply to the school.

Applications will be processed according to the category (see below) that each family falls into and the number of available places.

Children who are admitted to the school in the middle of their studies are placed in the year group that corresponds to the same level of studies in the country from where they come. They will be enrolled in the language section of their dominant language following a test which the management reserves the right to conduct.

**Ex:** To enter in the English-speaking section, pupils must be fluent in the English, both written and oral.

**Students who attended the school for the 2024/2025 school year are automatically enrolled for the coming year** (no re-enrolment is necessary). Children who are currently in the last year of the nursery and primary cycle and who meet the age requirements will be automatically admitted to P1 or S1 accordingly.

Depending on their situation, children will be put into category: A1, A2, B1, B2, C1, C2 and C3. Admissions rules vary depending on the category. Underneath is a summary of the different cases.

<b>A1 Category</b>	Children of staff of the European Communities under agreement with the school: <b>EBA, ESMA, EUSPA, EUISS and European Commission</b> Cf. article 1 of the Convention defining the Statute of the European Schools (Category 1 pupils in type 1 European Schools)
<b>A2 Category</b>	Children of staff of European institutions and European communities who do not have an agreement with the school (CEB, CEAC, ESA) Children of staff of international institutions and organizations (UN, OECD, OIF, OIE, OEPP, OIV, BIPM, OIML, BIE) Children of the staff of the European School of Paris La Défense
<b>B1 Category</b>	Children of staff of diplomatic and consular representations
<b>B2 Category</b>	Children from siblings with one child currently enrolled in the school



<b>C1 Category</b>	Children of families moving to the region, one of whose legal guardians is on international mobility assignment with a regional company
<b>C2 Category</b>	Children whose one of the native languages is a European language other than French, or whose shared language is a European language other than French.
<b>C3 Category</b>	Children for whom the family wishes an education in the spirit of the European Schools.

In terms of admission, priority is given to children in A1 category and all other files are examined in the order shown in the table above.

For the enrolment in S6 and S7, only pupils who are already enrolled in a European School will be allowed to apply.

In categories C1, C2 or C3, priority will be given to:

- children living in Courbevoie
- children on scholarship

Applying to and attending the school are free of charge. However, some school supplies and books remain the responsibility of the families.

## Admission procedure and required documents

Before applying to the European School of Paris La Défense, please read carefully through all the admissions conditions.

We draw your attention to the basic proficiency levels\* at the different cycles for language 2 (L2) and language 3 (L3).

Subject	S1	S3	S5	S7
L2	A2	B1	B2	C1
L3		A1+	A2+	B1+

\* The European Framework of Reference for Languages (CEFR) is a classification that enables students to assess their level of proficiency in a foreign language. Reference document for the basic level of competence for European schools: <https://www.eursc.eu/Documents/2013-08-D-11-en-1.pdf>

To apply to the European School the **online** application form must be fully completed for each child. Incomplete applications will be automatically rejected.

**No applications will be processed by email.**



The **following documents** are required when you fill in your online application:

- Parents in categories A1, A2 and B1 must provide copies of their **contract of employment** and a **certificate of employment** (with the identification number for A1).
- Parents in categories A2, B1, C1, C2 and C3 must provide a **cover letter detailing why they are applying to the school**.
- A **birth certificate** or the **child's page in the "livret de famille"**.
- The **school reports from the previous year and the current year**.
- For children not living with their parents, **legal guardianship papers**.
- The **vaccine page** of the child's medical passport (mandatory diphtheria-tetanus-polio vaccine).

If you have any questions, please contact the registrations secretariat at the following address: [ee.admissions@ac-versailles.fr](mailto:ee.admissions@ac-versailles.fr)

## Key enrolment dates

**Enrolment admissions: 10<sup>th</sup> of February 2025 at 10am - 9<sup>th</sup> of March 2025**

- Results of the enrolment for **A1** category: 10<sup>th</sup> of April 2025 by e-mail
- Results of the enrolment for the other categories (**A2, B1, B2, C1, C2 & C3**): Between the 19<sup>th</sup> and the 23<sup>rd</sup> of May 2025 by e-mail. No answer will be given by phone.

*\*The admissions office will be closed from 11<sup>th</sup> of July to 25<sup>th</sup> of August 2025.*

An acknowledgement of receipt will be sent to legal representatives who have submitted a complete application. Except in the exceptional cases described below, applications for categories A1 pupils must be submitted during the first phase, from 10<sup>th</sup> of February to 9<sup>th</sup> of March 2025. Late applications will be unaccepted and automatically rejected.

## Special conditions for A1 category students

The legal representatives of category A1 pupils have priority for admission and have exceptional right to send in admission applications all throughout the school year.

To be able to organise enrolment procedures for all pupils, the legal guardians of category A1 pupils are kindly requested to register their children between **10<sup>th</sup> of February 2025 – 9<sup>th</sup> of March 2025**.

Only the legal guardians of A1 category pupils **taking up their duties in Paris from 1<sup>st</sup> of March 2025** are authorised to submit their applications after the enrolment deadline **until 31<sup>st</sup> of March 2026**.

By way of exemption, applications from A1 category pupils whose legal representatives are in office in Paris before 1<sup>st</sup> of March 2025 will be accepted after the enrolment phase if the applicants can establish a **case of force majeure** on the basis of documentary evidence produced - otherwise it will be disregarded - when their application is submitted.



For pedagogical reasons, **no further enrolment applications may be submitted** after 31<sup>st</sup> of March 2026.

Applications for enrolment during the school year will be allowed, as long as the following three cumulative conditions are fulfilled:

- they involve A1 category pupils for whom no other enrolment application for the 2025-2026 school year has been submitted,
- the pupil is being educated outside France when the application is submitted,
- one of the following two cases arises three months at the earliest before the start of the child's actual schooling:
  - one of the pupil's legal representatives will be in office in Paris,
  - one of the legal representatives residing outside France will be settled in Paris on a long-term basis in the case of a change in the family situation.

## Acceptance of places

Applicants will be required to confirm, within **eight calendar days**, at the latest, if they wish to accept. Accordingly:

- Before the 19<sup>th</sup> of April 2025 for A1 category
- Before the 1<sup>st</sup> of June 2025 for other categories

Please note that nursery and primary school pupils who do **not live in Courbevoie** must obtain an exemption from their local town hall. Without this, **enrolment is not definitive**.

Enrolment will be confirmed only when the applicants accept the place. If not accepted before the deadline, the place will be considered as refused.