



Parent Permission Forms for Day Students

This packet of forms includes a number of statements of permission, allowance and essential information which is required for the enrollment of all non-resident students. All of these forms should be read carefully, discussed with the administration as necessary, and signed, returned and filed with the AIS-Salzburg office staff.

Failure to return these forms, properly signed and filled out, will compromise a student's enrollment and freedom of movement while they are under our care. Therefore, all of these forms should be received by the AIS-Salzburg administration before enrollment begins or—at the latest—upon arrival at the school to begin enrollment.

Thank you for your assistance.

(Please print clearly): _____

1. Name and surname
2. Address of residence
3. Employer
4. Telephone, fax, and e-mail contacts
5. Family status and relationship information
6. Bank data
7. Signature
8. Financial account records

B. Enrolled Student Personal Data

1. Name and surname
2. Address of residence
3. Gender and date of birth
4. Nationality/citizenship(s)
5. Telephone, fax, and e-mail contacts
6. Passport(s) number, date of issuance/expiration, valid visas
7. Personal photo
8. Previous school name, address, contact information, contact person
9. Transcripts of previous educational results
10. Personal evaluative recommendations from former instructors
11. Health and medical parameters, including:
 - a. weight, hair & eye color, distinguishing physical marks
 - b. history of previously-diagnosed health issues
 - c. allergen information
 - d. restrictions due to diagnosed health issues
 - e. previous hospitalization and surgeries
 - f. regular medication
 - g. abnormalities regarding eyes, ears, nose, throat, paired organs, gastrointestinal tract, respiratory system, neurological systems, metabolic/endocrine systems, genitourinary systems or musculoskeletal systems
 - h. immunization record
 - i. use of corrective lenses or hearing aides
 - j. orthodontic procedures; previous and ongoing
12. Primary, secondary and tertiary languages
13. Login and password information to access Student Information System
14. Attendance records
15. Social/Behavioral history records
16. Academic results including evaluated assignments and evaluations
17. Grade-point average
18. University admissions plans and actions
19. External examination results (SATI, SATII, AP®, IELTS, Stanford 10)
20. Language proficiency evaluations
21. Honors and citations
22. Staff commentary, personal evaluations, recommendations
23. Student account financial records
24. Activities enrollment records
25. CCTV imaging
26. Academic and activities schedules
27. Final transcript records
28. Alumni contact information

C. Applicant and Applicant Parent or Guardian Personal Data

1. Name and surname
2. Address of residence
3. Employer
4. Telephone, fax, and e-mail contacts
5. Family status and relationship information
6. Bank data
7. Signature
8. Gender and date of birth

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2. To know the purposes for which personal data is collected and processed at AIS-Salzburg.
- 3.

Enrollment Form 3:

The school sends all formal reports, including midterm and trimester grade reports, statements of account, etc., by electronic mail to the parents or guardians listed below. Please submit an e-mail address which can be utilized for this purpose and will be frequently checked throughout the school year. This is a parent contact address only. ***Student e-mail addresses should not be submitted here.*** Should your contact information change during the school year, please inform the AIS-Salzburg office of the new contacts.

Parental/Legal Guardian Contact Address: _____

Parental/Legal Guardian Contact Number: _____

Parental/Guardian Number: _____

Primary Mailing : _____

Enrollment Form 4:

(Please print clearly): _____

The American International School-Salzburg requires all students to participate in physical education courses each trimester of enrollment. Additionally, ski and snowboarding trips as well as many active activities on weekends are scheduled and a range of competitive athletics teams are organized and participate throughout the year. In order for a student to take part, the parent or guardian must agree to

Enrollment Form 5:

(Please print clearly): _____

1. All students at AIS-Salzburg must be in attendance in all credit-bearing courses at least 80% of the total scheduled instructional time each academic year. Students who are not in attendance at least 80% of the class time will not receive academic credit. This includes both excused and unexcused absences. Failure to receive credit will result in non-promotion and potential forfeiture of the school's diploma.
2. Unexcused absences from one or more class periods is considered a disciplinary infraction and will result in consequences which include restriction of free time, detention, campusing, or referral to the Disciplinary Committee in cases of repeated offenses.
3. Early departures before vacation or excursion periods as well as late returns afterwards will be marked as unexcused by the school administration regardless of the circumstances. Flight arrangements and travel plans need to be made well in advance with this policy in mind. As in the case of all unexcused absences, the student forfeits the right to make up the academic work assigned and disciplinary consequences may also result. The school year calendar is posted on the school's website.

Enrollment Form 6:

(Please print clearly): _____

All students enrolled at AIS-Salzburg are required to sign the following community commitment and Code of Conduct:

As an AIS-Salzburg student, I understand that there are certain rules and expectations as presented in the Parent and Student Handbook that make living and attending school together safe and beneficial for everyone. Further, I understand and commit myself to demonstrate core ethical values while enrolled at AIS-Salzburg including integrity, honesty, self-discipline, responsibility, respect, citizenship, and service to my community.

Enrollment

Enrollment Form 8:

All new students enrolled at AIS-Salzburg must bring this form filled out following a physical examination from their local general physician. Returning students should submit an updated version of this form annually.

: _____ Date of Birth (dd/mm/yyyy): _____

Enrollment Form 8:

: _____

4. Below, please
school:

and would be required to take here at

	Medication	Explanation
a.	_____	_____
b.	_____	_____
c.	_____	_____

6. If you have been diagnosed with an abnormality in any of the following systems, please mark with an "X" and provide a brief explanation:

_____ head, ears, eyes, nose, throat	_____ respiratory	_____ Genitourinary
_____ any paired organs	_____ neurological	_____ muskuloskeletal
_____ gastrointestinal	_____ metabolic/endocrine	

Explanation if necessary:

7.

The Austrian health officials require that you submit a copy of the child's official immunization record for enrollment. This must not be translated. (Please send this in with these permission forms.)

If you wear glasses or corrective lenses, please state your prescription here: Left: _____ Right: _____

Are you currently undergoing corrective procedures (e.g., braces) on your teeth or jaw(s)?: yes no

Explanation:

Consent for Medical Treatment and Transmission of Medical Information

B