

# Student Admissions for Academic Year 2018/2019

## Free high-quality education

Public-funded schools ensure free high-quality education, both for public and state-subsidised centres.

Under no circumstances will public or state-subsidised schools receive any money from the families for providing free education, impose them the obligation of making donations to any foundations or organisations, or establish compulsory education services requiring an economic contribution from the students' families. Extracurricular and complementary activities as well as complementary services are not included since they are voluntary.

## Admissions and Enrolment Calendar

### Early Education Cycle 2, Primary and Special Education

#### Admissions:

- April 18th – 25th.

#### Enrolment:

- Early Education and 1st year of Primary Education: May 25th – June 1st.
- 2nd – 6th Year of Primary Education and Special Education: June 20th – 25th.

### Obligatory Secondary Education and Baccalaureate

#### Admissions:

- June 22nd - 28th

#### Enrolment:

- July 11th - 17th.

## Who needs to apply for admission?

- Students coming to the school for the first time.
- Students wishing to change schools.

## Email notifications

By subscribing to this service, you can receive general notifications before and throughout the admission process by email. In order to receive this service, you must provide an email address on the Education Centre website [www.centroseducativosaragon.es](http://www.centroseducativosaragon.es).

However, in order to receive information about the status of your application throughout the admission process, you must include an email address in the appropriate space provided in the application form.

## Where to obtain the application form

Application forms can be obtained for free at the corresponding teaching centre. These forms can also be obtained on the website of the teaching centres in the government of Aragón, available on the website [www.centroseducativosaragon.es](http://www.centroseducativosaragon.es).

The application form can be filled out on the website: [admission.centroseducativosaragon.es](http://admission.centroseducativosaragon.es).

## Where to submit the application form

Once the forms are properly filled out they can be submitted, along with all other necessary documents:

- In the school of your first choice.
- Through the Administration electronic register of the Autonomous Community of Aragón, with an electronic certificate, when the form has been filled out through the website: [admission.centroseducativosaragon.es](http://admission.centroseducativosaragon.es).

## Application with home or work address

This option is available in Early, Primary, Special and Secondary Education and Baccalaureate.

The points scale for entry into the school will be applied in accordance with the address option you fill out in the form, both for the school of your first choice and the rest of schools included in the form. The allocation of Provincial Services and possible

transfers to other schools throughout the academic year 2018/2019 will also be applied in accordance with this same address.

We recommend to include the full address as complete as possible. If the address is in a rural area, please be sure to include the land registry coordinates.

Find land registry coordinates here: <http://dearagon.aragon.es/visor/>

## Siblings joint application form

This option is available for admissions to Early Education and Primary Education.

If your priority is to request admission in the same school for siblings, you must use the joint application form. Parents who wish siblings to attend the same school will fill out just one form: "Joint Admission for Siblings (*Admisión Conjunta de Hermanos*) with just one list of centres in order of priority. Filling out this joint application form will lead to the loss of admission in the event that any or all siblings come from publicly funded schools.

In any case, we ensure the joint admission of all siblings in the same school.

## For further information please visit:

- The requested schools.
- The website: [www.centroseducativosaragon.es](http://www.centroseducativosaragon.es)
- Provincial Centres of the Department for Education, Culture and Sports.
- Information office of the CIFE Juan de Lanuza Centre in Calle Buen Pastor 4, in Zaragoza on Tuesday April 18th from 3.00-7.00 pm and from Wednesday April 19th to Friday 21st from 3.00-9.00 pm.
- In Huesca, at Manuel Benito Moliner Cultural Centre (old slaughterhouse) from March 15th.
- In Teruel, at the Provincial Centre for Education, Culture and Sports in Calle San Vicente de Paúl 3.



**GOBIERNO  
DE ARAGON**

Departamento de Educación,  
Universidad, Cultura y Deporte

### Which documents are required to apply?

- Application form filled out.
- A document verifying that the student meets age requirements. (Only in the capitals of Huesca and Zaragoza, you could give an authorization for the verification of age on the local register)
- An enrolment certificate is needed when the student is changing schools. Applicable only when the student is not enrolled in a publicly funded school in the Autonomous Community of Aragón.
- A class certificate or diploma issued by the school (Only in the case of Obligatory Secondary Education and Baccalaureate)
- The educational and psychological report or the Resolution from the Provincial Service, depending on the case, when it comes to an application form for Students with Specific Educational Needs (ACNEAE).
- Resolution from the Provincial Service in cases of extreme prematurity.

### What are the admission requirements?

#### Priority criteria

#### A) A sibling already enrolled in the school or parents/guardians working in the school:

- Eldest sibling enrolled in the school (8 points)
- Other siblings (1 point each)
- Either parent or legal guardian working in the school (4 points)

#### B) Home or work address situated in the school catchment area:

- Address within the requested school's catchment area:
  - Home address (6 points)
  - Work address (5 points)
- Address within the requested school's neighbouring catchment area:
  - Home address (3 points)
  - Work address (2 points)

*Where linear distance is considered, the following criteria will be applied (except in the case of Baccalaureate)*

- Address within the requested school's catchment area:
  - Home address (6 points)
  - Work address (5 points)
- Address within the requested school's catchment area and with linear distance:
  - Home address (7 points)
  - Work address (6 points)
- Address within the requested school's neighbouring catchment area:
  - Home address (3 points)
  - Work address (2 points)
- Address within the requested school's neighbouring catchment area and with linear distance:
  - Home address (7 points)
  - Work address (5.5 points)
- Home or work address in other areas but with linear distance. (4 points)

#### C) Annual family income

- Incomes of less than or equal to the amount established by the Public Revenue Index (IPREM 2016; 6,390.13 Euro) (1 point).

#### D) Recognised disabilities

- The student has a recognised physical, mental or sensory disability (1 point).
- One of the parents or siblings of the student has a recognised physical, mental or sensory disability (0.75 points).

*(In the case of more than one disability within the family unit, the criteria yielding the highest number of points will be applied)*

#### Complementary criteria

#### E) Large families

- General: 1 point
- Special: 2 points

#### F) Single-parent family: 0.5 points

*(In the case of both large family and single-parent family, the criteria yielding the highest number of points will be applied)*

#### Additional criteria for Baccalaureate admissions

#### G) Grade point average of the subjects enrolled in the last academic year of the Obligatory Secondary Education

- Less than 5 (0 points)
- 5 - 5.99 (1 point)
- 6 - 6.99 (2 points)
- 7 - 7.99 (3 points)
- 8 - 8.99 (4 points)
- 9 - 10 (5 points)

#### Ties on the points scale

Ties will be resolved according to the following criteria:

- Highest average grade in the academic records, which is obtained from section g), only for Baccalaureate.
- Highest point from sections a), b), c), d), e)
- Public draw before the School Board.
- In areas where linear distance is considered after b) and before the rest, the following criteria will be applied:
  - b.1) Where the applicant's first choice school is within the concept of linear distance.
  - b.2) Where the address is located within the catchment area of the first choice school.

**Supporting Documents:** Please see Admission Order ECD/5442018 of 2nd April 2018 (BOA 9/4/2018).

**Duplication of applications and/or sufficient prima facie evidence of the falsification of any submitted documents or any information herein will lead to the termination of the application procedure**