



2025/2026
ACADEMIC YEAR
ADMISSIONS

www.ibarthurschool.edu.gh

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#### WELCOME

We are happy that you are considering enrolling your child at IB Arthur School. We are admitting into the Early Years, Primary, and Secondary schools. The application for admission is available on the school's website (<a href="www.ibarthurschool.edu.gh">www.ibarthurschool.edu.gh</a>). Admission starts on 15th May and ends on 30th July 2025.

We have limited vacancies in Early Years and Primary schools. Admission to our secondary school is highly competitive. Priority consideration will be given to students who present a well-rounded profile, demonstrating a passion for learning, strong academic achievement and active participation in extracurricular activities.









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# Admission Requirements for Early Years School

School	Requirements	
Early Years School	Learners are admitted to the appropriate class depending on their age and cognitive development. We also consider the following:	
	<ul> <li>learners living closest to the school</li> <li>learners with siblings already on the roll</li> <li>exceptional educational, medical, and social needs of the child.</li> </ul>	
	The 2025/26 admission will follows this age structure (i.e. Ghana Education Service) for grade palcement:	
	<ul> <li>EYS 1 - 3+years</li> <li>EYS 2 - 4+ years</li> <li>EYS 3 - 5+ years</li> </ul>	
Primary School	The learner should be 5 years 8 months older in July of the admission year to enter Year 1. Learners are assessed in English and Mathematics, and must attain a minimum score of 70 percent for each subject to meet our entry requirement.	
Lower Secondary School	Applicants are assessed in English and Mathematics and must attain a minimum of 70 percent to meet our entry requirement.	
Senior Secondary School	Admission into Senior Secondary School is based on academic performance.  Applicants are assessed in English, Mathematics, and Science and must attain a minimum of 70 percent in each subject to meet our entry requirement.	

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#### ADMISSION PROCESS

#### **Application**

Application for admission starts from 15<sup>th</sup> May 2025 and ends 30<sup>th</sup> July 2025. The admission application form is free and must be completed online at <a href="https://www.ibarthurschool.edu.gh">www.ibarthurschool.edu.gh</a>.

#### Assessment

We assess learners' academic aptitude in Mathematics and English language before considering their application. Learners are required to attain a minimum score of 70 per cent to meet our entry requirement. The first assessment will take place on 26<sup>th</sup> July 2025. For EYS3 entrants, each test will take 30 minutes, for primary school entrants, each test will take 45 minutes whilst the secondary schools will sit for 60 minutes for each test. Assessment fee of 2,000 Ghana cedis will be charged on the day of assessment.

#### Interview

Applicants who pass the assessment will be informed by email within 3 working days of writing the exams to attend an interview. In shortlisting applicants, the personal qualities, developmental readiness, academic aptitude, and family commitment will be taken into consideration.

#### Response

Applicants who meet the admission criteria will be informed in writing (i.e., by email) stating the:

- class of the applicant
- school number
- fees to be paid
- entry information and notices

#### Payment of Fees

Once parents accept the admission offer, all fees (admission fee and academic term fee) must be paid promptly. Failure to do so, the Admission Office will be obliged to give the slot to another applicant on roll. Kindly note that partial payment of fees is not allowed.

#### Orientation

Admitted applicants and their parents will attend orientation in the first week of September before the start of school term. The exact date will be communicated to parents in the response letter. At the orientation, students will be taken through the school's policies, campus tour, and meet class teachers.

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#### **FEES POLICY**

#### 1. Payment of Fees

A term fee is paid in full before school breaks for mid-term. Parents who pay their fees before school reopens will enjoy an early bird discount of 10%. The discount applies to the total invoice amount (i.e. Academic fee, Boarding fee, Bus fee, UCMAS fee and Extra-curriculum fees). All outstanding fees must be settled before school resumes from mid-term break. Failure to do so will result in the learner being temporarily withdrawn from school until the account is settled

#### 2. Canteen Fee

The Canteen fee is paid separately to the vendor's account. The account will be provided before the school term begins. Canteen fee covers breakfast, lunch and snacks. The fee is compulsory for all students.

#### 3. Bus Fee

The bus fee is charged depending on the transport route or corridor of the student. This fee must be paid before the term begins if not the bus will not pick up the student. There will be no bus services for secondary school students (Year 7-11) because of their closing time.

#### 4. Admission Fee

The admission fee is paid one-time. This fee is paid once the applicant has gone through the admission process and is successfully selected.

## 5. Admission Assessment Fee

The assessment fee is paid on the date of writing the admission test. This fee is paid at the admission office, and it is not refundable once paid.

#### 6. Mode of Payment

- Fees must be paid to the school's bank accounts.
- The invoice number starting IBA... should be used as the payment reference.
- A snapshot of the pay-in slip must be submitted to the Administrator (0201607006).
- The two Bank Accounts are as follows:

Account Name: IB Arthur School

Bank: Access Bank Branch: Tema Main

Account Number: 0021677601301

Account Name: IB Arthur School

Bank: Fidelity Bank **Branch:** Ridge Towers

**Account Number: 1050028007415** 

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## APPROVED FEES FOR 2025/2026 ACADEMIC YEAR

## Academic fee (GHS)

Level	Year Group Fee Frequer		Frequency
Early years	1 to 3	to 3 7,500.00 Termly	
Lower Primary	Year 1 - 3	8,500.00	Termly
Upper Primary	Year 4-6	9,000.00	Termly
Lower Secondary	Year 7-8	9,500.00	Termly
Pre-IGCSE	Year 9	13,000.00	Termly
Senior Secondary	Year 10-11	13,000.00	Termly

## Canteen Fee (GHS)

Level	Year Group Fee Freq		Frequency
Early Years	1 to 3 2,520.00 Term		Termly
Lower Primary	Year 1 - 3	3,000.00	Termly
Upper Primary	Year 4-6	3,000.00	Termly
Lower Secondary	Year 7-8	3,900.00	Termly
Pre-IGCSE	Year 9	3,900.00	Termly
Senior Secondary	Year 10-11	3,900.00	Termly
Boarders Dinner	Year 7-11	2,100.00	Termly

## Admission fees

Level	Year Group Fee Fre		Frequency
Early Years	1 to 3	6,500.00	One-time
Primary School	Year 1-6	8,500.00	One-time
Seondary	Year 7-11	10,000.00	One-time

## Other fees

Level	Year Group	Fee	Frequency
Boarding fee (inc. Dinner)	Year 7-11	8,500.00	Termly
Extra Curriculum Activities	Year 1-11	850.00	Termy
UCMAS	EYS – Year 5	350.00	Termly
Admission application fee	All Applicants	2,000.00	One-time

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# Transport fee (GHS)

Corridor	Amount	Only Drop off or Pick up	Frequency
T1 Corridor	4,000	2,000	Termly
T2 Corridor	3,500	1,800	Termly
T3 Corridor	3,000	1,600	Termly
T4 Corridor	2,600	1,400	Termly
T5 Corridor	2,300	1,200	Termly
T6 Corridor	1,800	1,000	Termly

# **Transport Corridors**

Corridors	Locations & Places
T1 Corridor	Danfa Gravel Pit, Apollonia City, Mensah Bar, Aya Higher Court-Otinibi, Sasabi, Adenta 3 <sup>rd</sup> Gate, Adenta SDA Junction-Inside, Oyarifa Anointed, Abokobi, Pantang West, Adenta SSNIT Estate, Adenta Housing Down, Adenta Approtech, Kuottam Estate, Oyarifa JB Estate, Oyarifa School Junction.
T2 Corridor	Adenta Barrier, Malejor, Kas Valley- Oyibi, Otinibi Road, Immaculate Conception school area- Otinibi, Teiman, Valley View, Amrahia Tollbooth, Amrahia-Ghana Christian University College, Valley View University.
T3 Corridor	Owusu Ansah, Adenta Frafraha, Rowi, Fulani Nsuoano, Animal Research-Inside, Foster Homes-Inside, East Legon Hills.
T4 Corridor	Saka Homes, Amanfro (Inside), Ashiyie, Fulani, Baron 1&2, Sodjaman Block Factory, Greenfield Estate, Sodjaman Presby Junction, Elegant Homes Katamanso, Ampomah Estates (Melcom), Amanfro Junction, Police City (New Legon)
T5 Corridor	Rufus, Amrahia Zongo, Amrahia Newtown, Amanfro (Alexander & Rapid City), Katamanso (Promise land).
T6 Corridor	Castlegate Estate, Regimanuel Gray Estate, Johanna Court



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We look forward to meeting you and your child and assisting you throughout the admission process. For any questions or further assistance, please contact us during office hours via these phone numbers 020 160 7006, 030 290 7575 or leave us an email via <a href="mailto:admissions@ibarthurschool.edu.gh">admissions@ibarthurschool.edu.gh</a> and copy <a href="mailto:office@ibarthurschool.edu.gh">office@ibarthurschool.edu.gh</a>

To view our virtual campus tour, please click this link.

To apply to our EYS, Primary or Lower Secondary School, please click this link.

To apply to our Senior Secondary School, please click this link.



