



Read the **Tervetuloa ekaluokalle** guide before filling out this form. The guide includes more specific information on enrolling your child for the first grade and applying for various forms of education. The guide is also available at espoo.fi/schooladmissions.

Return this form **by no later than Monday 21 January 2019** to: Finnish Education Unit, Secretary of Student Affairs Sara Raitala, P.O. Box 31, FI-02070 CITY OF ESPOO or by email at sara.raitala@espoo.fi. If desired, you may request a return envelope for submitting the form by mail at (tel.) +358 (0)9 8165 2043. If enrolling for the first grade of comprehensive school requires submitting separate attachments or statements by the deadline, you must ensure that they are submitted by the date specified in the guide. **Separate applications, attachments or statements delivered after the deadline will not be taken into account!**

In addition to this form, we ask that you also fill out the form **Information about the new pupil by Monday 21 January 2019**. The information provided on the form in question will not affect your child's local school assignment or the educational arrangement pupil selections applied for.

1 NEW PUPIL'S BASIC INFORMATION	Last name	First names	Personal identity code
	Home address		Postcode and city/town
2 GUARDIANS' INFORMATION	Last name	First names	Telephone (daytime)
	Home address (if not shared with the child)		Postcode and city/town
	E-mail address		
	Last name	First names	Telephone (daytime)
	Home address (if not shared with the child)		Postcode and city/town
	E-mail address		
3 NEW PUPIL'S ENROLMENT INFORMATION	Check one of the following enrolment types (please check only one):		
	<input type="checkbox"/>	The new pupil is enrolling for Finnish-language basic education organised by the City of Espoo. The City of Espoo will assign a local school for the new pupil. Fill in Section 4 of the form.	
	<input type="checkbox"/>	The new pupil is enrolling for Swedish-language basic education organised by the City of Espoo. The City of Espoo will assign a local school for the new pupil. Please contact the Swedish Education and Cultural Services unit at skolanmalan@esbo.fi or tel. +358 (0)9 8162 7600.	
	<input type="checkbox"/>	The new pupil is applying for bilingual education, language immersion education, English-language education or Montessori education. Fill in Section 5 of the form.	
	<input type="checkbox"/>	The guardians are applying for a place in a special class for the new pupil or permission to start basic education a year after the statutory age (one year later than normal). The separate application documents required for a special support decision or for beginning basic education a year later than normal must be returned by no later than Thursday 14 February 2019 . Application instructions can be found in the Tervetuloa ekaluokalle guide and at espoo.fi/schooladmissions .	
	<input type="checkbox"/>	The new pupil is applying for education with another education provider (e.g. a private school or school in another municipality). The City of Espoo will specify a local school for the new pupil in case the pupil is not admitted to the education organised by another provider. Fill in Section 6 of the form.	
	<input type="checkbox"/>	The new pupil is not enrolling for Finnish-language basic education organised by the City of Espoo. The City of Espoo will not assign a local school for the new pupil. a) <input type="checkbox"/> Moving to another municipality. New home municipality: _____ b) <input type="checkbox"/> Completion of basic education as home study. Enrol in writing at ilpo.salonen@espoo.fi	
	<input type="checkbox"/>	The new pupil is enrolling for inclusive preparatory education. The City of Espoo will assign a local school for the new pupil. Fill in Section 4 of the form.	



<p>4 APPLYING TO A LOCAL SCHOOL (Basic Education, Section 6)</p> <p>Local school assignment criteria, see the Tervetuloa ekaluokalle guide and visit espoo.fi/schooladmissions</p>	<p>A local school will be assigned according to the catchment area in which the pupil lives. If a health-related or other special reason or a sibling basis is to be taken into consideration in assigning a local school to the pupil, please specify them below. If desired, also state your local school preference. If your child will be moving before the beginning of the 2019-2020 school year, please provide the new address and exact date of moving in section 7.</p> <p>Health reason or other special reason</p> <p><input type="checkbox"/> The new pupil has a health reason or other special reason that must be considered in local school assignment.</p> <p>Guardians must submit an expert statement indicating the health reason or other special reason no later than 14 February 2019 to the following address: Finnish Education Unit, Education Planner Mari Silvennoinen, PO Box 31, FI-02070 CITY OF ESPOO.</p> <p>Sibling basis</p> <p><input type="checkbox"/> At the time when the decision is made, the new pupil's older sister/brother attends a specific local school and the desire is that the pupil can attend the same school.</p> <p>Personal identity code of the sister/brother: _____</p> <p>The sibling basis is not applied if, at the time of the decision, the older sister or brother attends the highest grade, has been selected for specialised education, English-language education, bilingual education, language immersion education or Montessori education, studies in a preparatory education group/temporary education group for immigrants or a special class or he/she has been admitted to another school upon application. The sibling basis is also not applied if it results in extra school transport costs for the Education Department or the sibling lives at a different address. The sibling basis stated on the form will be reviewed by the Finnish Education Unit.</p> <p>Local school preference</p> <p><input type="checkbox"/> Local school preference (provide only one): _____</p> <p>The preference will be taken into account where possible. The school must be located in the catchment area based on the pupil's home address. The catchment areas are as follows: Espoonlahti, Central Espoo, Eastern Leppävaara, Western Leppävaara, Matinkylä-Olari, Northern Espoo and Tapiola. Further information: espoo.fi/schooladmission. Note! Some of the schools operate in temporary facilities, see espoo.fi/koulukorjaukset.</p>
<p>5 APPLYING TO A SCHOOL OTHER THAN A LOCAL SCHOOL (Basic Education, Section 28)</p> <p>Entrance examination dates, application instructions and pupil selection criteria can be found in the Tervetuloa ekaluokalle guide and at espoo.fi/schooladmissions</p>	<p>Instead of applying to a local school, the new pupil may apply for bilingual education, language immersion education, English-language education or Montessori education. Applicants may only apply for a maximum of four educational arrangements or schools. Write the educational arrangements/schools in order of priority (1=primary preference, 2=secondary preference, etc.) and fill in any other necessary sections. The indicated application order is binding.</p> <p>Applicants submitting their applications by the given deadline will receive a personal invitation for entrance examinations at the email address provided by the guardian in section 2 of this form.</p> <p>Swedish language immersion education</p> <p>___ Päivänkehrä School ___ Soukka School ___ Westendinpuisto School</p> <p>Bilingual education (Finnish-English)</p> <p>a) ___ Jalavapuisto School ___ Kilonpuisto School ___ Kuitinmäki School ___ Niittykumpu School</p> <p>b) <input type="checkbox"/> The new pupil's older sister/brother is enrolled as a pupil in bilingual education other than in the highest grade at the moment a decision is issued.</p> <p>English-language education</p> <p>a) ___ Espoo International School</p> <p>b) The new pupil takes the test of linguistic capabilities <input type="checkbox"/> in English <input type="checkbox"/> in Finnish. Note! If the new pupil also applies for bilingual education (Finnish-English) or Swedish immersion education at the same time, the test must be taken in Finnish.</p> <p>Montessori education (no entrance examination)</p> <p>a) ___ Niittykumpu School ___ Ruusutorppa School</p> <p>b) <input type="checkbox"/> The new pupil has participated in Montessori education at a day care centre.</p> <p>c) <input type="checkbox"/> The new pupil's older sister/brother is a pupil in a Montessori class at the moment a decision is issued.</p> <p>If new pupils are selected for the above educational arrangement they applied for, they are not entitled to receive a school transport benefit nor is their younger sister/brother entitled to be admitted to the same school on a sibling basis. New pupils are only assigned to a local school if they are not selected for the above educational arrangements. Section 4 on the form should be filled for this purpose.</p>



<p>6 APPLYING FOR ADMISSION TO ANOTHER EDUCATION PROVIDER (Basic Education Act, section 28)</p>	<p>New pupils living in Espoo may apply to a private school or schools in another municipality as a non-resident applicant. Applying to these schools requires that you fill out a separate application for the municipality or school in question. Contact the school in another municipality and/or the private school for more detailed application instructions.</p> <p><input type="checkbox"/> The new pupil is applying to a private school or a school in another municipality. School's name and municipality: _____</p> <p>If the new pupils are admitted to their desired school in another municipality/private school, the guardians will be responsible for making school transport arrangements and their related costs. If the new pupils are not admitted to the schools to which they applied, a local school will be specified for them. Section 4 on the form should be filled for this purpose.</p>					
<p>7 NEW PUPILS WHO ARE MOVING</p>	<p>New home address</p>	<p>New postal code and city</p>				
<p>New address valid from (dd/mm/yyyy)</p> <p>A local school will be specified for the new pupil on 26 April 2019 based on the new address if the move and new address appear in the Population Register no later than 1 August 2019. The local school decision is conditional and will be revoked if the move has not taken place by 1 August 2019.</p> <p>If the new pupil moves on 2 August 2019 or later, the local school will be assigned based on the address valid on 26 April 2019. After the move, the parents/guardians must complete the form Applying to a local school and submit it to the school of first preference. In the event of a move, a new local school is specified for the new pupil if he/she moves to another catchment area in Espoo or within a catchment area to a location where continuing in the same school as before would cause additional transport-related costs to the municipality compared to another school in the same catchment area.</p> <p>A conditional decision is issued for new pupils living in another municipality who intend on moving to Espoo before the beginning of the 2019-2020 school year, provided that the move and new address are stated on this form. The decision will enter into effect only if the pupils move to Espoo by no later than 1 August 2019 and the new address appears in the Population Register at that time.</p> <p>The Finnish Education Unit will check the address stated on this form in the Population Register on 1 August 2019.</p>						
<p>8 INFORMATION OF THE DECISION</p>	<p>Please state how you would like to be notified of the decision. You may choose one way or another, but not both.</p> <p><input type="checkbox"/> The school place decision will be published in Wilma on 26 April 2019. The decision will not be delivered by post.</p> <p><input type="checkbox"/> The school place decision will be posted on 26 April 2019 (delivery in week 18). The decision will not be published in Wilma.</p>					
<p>9 SIGNATURE AND DATE</p>	<p>Signature(s) of the guardian(s) and name(s) in block letters</p> <table border="1" style="width: 100%;"> <tr> <td data-bbox="308 1312 1134 1375"> <p>Signature and name in block letters</p> </td> <td data-bbox="1142 1312 1556 1375"> <p>Date</p> </td> </tr> <tr> <td data-bbox="308 1386 1134 1444"> <p>Signature and name in block letters</p> </td> <td data-bbox="1142 1386 1556 1444"> <p>Date</p> </td> </tr> </table>		<p>Signature and name in block letters</p>	<p>Date</p>	<p>Signature and name in block letters</p>	<p>Date</p>
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The information on the form will be saved in the City of Espoo's school register program Primus. A description of file in accordance with Section 10 of the Personal Data Act (523/1999) and information on the processing of data in accordance with Section 24 of the Act are available on the City of Espoo website at <https://www.espoo.fi/tietosuojaselosteet>