



Dear Parents,

Please read these instructions carefully before applying. You will **not** be able to save and come back later.

Our form is currently in French but should become available in English soon. You can use Google translate for direct translation if you wish.

If you are applying from a different educational system, you will find here a useful comparison chart:
<https://www.grandchene.org/comparison-of-school-years/>

TO APPLY

To submit, all applications must be complete. No paper applications allowed, only online and in pdf format.

There is a 105 Euros application fee per child (any testing fees will be charged separately).
Once you apply, on the top of the summary page, choose the relevant link relating to your situation.
Without the application fee(s), your application will not be assessed.

Please prepare the following documents in order to apply :

- ✓ **A motivation letter in English written by the parents**
This can be typed in Word (or equivalent), exported and uploaded. You are NOT required to print, sign, scan and upload. The letter should explain family background, expatriations, past schooling, etc.
- ✓ **Previous report cards for 2024/25**
Please compile ONE PDF document for the two or three reports you have for the school year 2023-2024.
- ✓ **Current report cards for 2025/26**
You may receive these as late as the end of January/beginning of February 2026 . Please wait for these reports before submitting, as we can only assess complete dossiers. The deadline takes this into account. If you have not received them by the deadline, please contact Admissions.
- ✓ **A handwritten sample of one of your child's assignments in English** (Not applicable for GS/CP)
This piece of work could be a book report, creative writing, a series of diary entries, etc. Please do not submit spelling or grammar exercises. We are looking to assess candidates' level of vocabulary, grammar, sentence structure, general presentation and punctuation. You may submit several pieces of work, but only ONE PDF document.
- ✓ **A valid email of your child's current English Teacher**
The Admissions office will contact this individual for a letter of recommendation, you do not need to do so.
- ✓ **CNED documents** (does not apply to all candidates)
If your child is following CNED coursework, please provide us with their current reports.



Once you have submitted your application(s), you will have to transfer 105 Euros per child to cover the application fees.

Your completed application will be assessed only once proof of payment has been received by Admissions at admissions@grandchene.org.

TIMELINE AND NEXT STEPS

Deadlines to apply:

Monday 9th March 2026

Official Entrance tests:

For Primary, Wednesday 18th March 2026

For Secondary, Friday 20th March 2026 for 6^{ème}, Wednesday 18th March 2026 for all other levels

Documents are assessed on merit, not on the order of arrival (so no first come, first served)

Once you have applied, no need to contact us, we will contact you to let you know if your child is invited to the official entrance test, or to organise a distance test.

For any questions, please contact Mrs. Jodie Sokhan, Admissions Manager, at admissions@grandchene.org

FAQs

I have more than one child, how do I apply for my other children ?

Should you have more than one child, fill out the information for your first child, then press on “inscrire un autre élève”.

On the child part, I am asked what the relationship with the child is?

The relationship to the candidate refers to Parent 1 filling out the form.

What do I fill in for a college/Lycée student in “Régime souhaité” ?

All Collège and Lycée programmes are “integrated” into school schedules. Please choose, “intégré”.

What should I choose as a “formation actuelle” if my child is in secondary or his current class is not listed?

If you have a doubt on which one to choose, please select “Autre formation”.

I have filled out all the fields, but cannot submit, why is that?

Some fields are compulsory, they are marked with a star. If you cannot submit, please make sure all the fields marked with a star have been completed.



Regarding my child's current school year, how do I find out what the French equivalent is?
Please check the link below to find your child's equivalent school year in the French system:
<https://www.grandchene.org/comparison-of-school-years/>

My child does not speak French, can I apply?

Yes, if your intention is for your child to become bilingual in French and English. We have adapted programmes. Please contact Admissions for details.

My child will not have all the documents required (no English teacher, homeschooled etc), can I still apply?

Yes, you can still apply but please make sure you reach out to Admissions to explain your personal circumstances.