



Hanoi International School



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HANOI INTERNATIONAL SCHOOL ADMISSIONS HANDBOOK

2026 - 2027

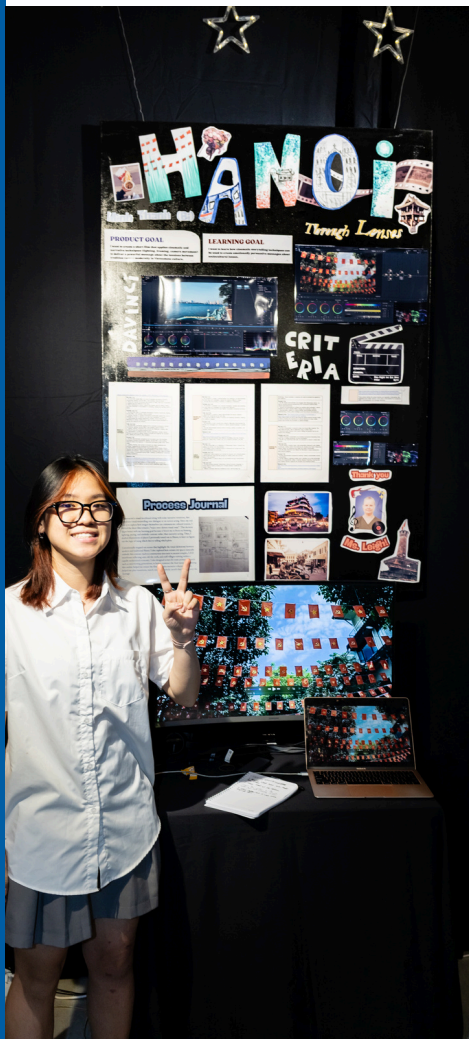




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The HIS Advantage

At Hanoi International School, assisting students to reach their full potential forms the basis of all that we do. And what we do is offer an international curriculum that empowers young people to venture into the world with a strong sense of self worth and a passion for lifelong learning.

Our team of enthusiastic, dedicated teachers is committed to the provision of high-level pastoral care, the fostering of leadership skills and the nurturing of service learning.

One of only 500 IB World Continuum Schools, Hanoi International School offers the PYP, MYP & DP. We are fully accredited by the Council of International Schools.

What makes HIS different?

- Our student/teacher ratio is 6:1
- 25 diverse nationalities of students and teachers
- HIS has 15+ of exceeding the global IB graduate average
- HIS graduate average 32.6. World average 30.5. (July 2025)

HIS offers bespoke learning pathways for each child. How we do it:

Academic

One of only 500 International Baccalaureate (IB) continuum schools in the world, our world-class IB Programme includes:

- The IB Primary Years Programme (PYP): four-year-olds to Grade 5
- The IB Middle Years Programme (MYP): Grade 6 to Grade 10
- The IB Diploma Programme (DP): Grades 11 & 12
- The HIS Diploma: Grade 11 & 12

The IB Programme applies Hanoi International School's ethos of a broad, balanced, international education, with an emphasis on developing the whole person. Our language program includes English, French, Japanese, Korean, and Vietnamese. We consistently achieve IB Diploma results well above the world average.

Extra-Curricular

Our students enjoy a diverse range of co-curricular opportunities, such as:

- Swimming program
- Orchestra & bands
- Elementary & Secondary Student Council
- Service learning
- Visual art & maker space
- Camps program from Grade 4 to 12
- Over 30 after-school activities
- HIS is a member of the MRISA Sports and Arts association.
- Hanoi Athletics Conference

Transition to University

At Hanoi International School, students are active in their career decisions. Not only is this the result of a purposeful education from Pre-Kindergarten, but also a student-centered approach to career discovery and planning in our Secondary school:

- Career guidance from Grade 9 to Grade 12
- One-on-one assistance with university applications
- Work experience programs
- Pathway programs

Vision, Mission and Values

VISION AND MISSION

Preparing learners for lifelong challenges and opportunities.

As a diverse and caring **community**, HIS provides **excellence** in international education, within an **inclusive**, compassionate environment.



VALUES

Our Core Values

- To embrace and celebrate and embrace our diversity as a community of learners
- To develop an understanding and appreciation for our host country and its culture
- To make the world a better place through education and taking action
- To provide life-long learners with a variety of opportunities to develop the whole-person
- To develop internationally-minded people who strive to demonstrate the IB Learner Profile attributes.





Admissions overview

The HIS Admissions team strive to make the process of finding a school for your children an easy one. HIS is an international school with nearly 300 students from 25 countries. HIS enjoys an outstanding reputation for academic success and offers a wide range of activities for students.

HIS adheres to the English school year, 2 semesters or 4 quarters, and operates from mid-August to mid-June. HIS offers admissions on a rolling basis, so applications or enquiries can be made at anytime during the year. HIS is happy to enroll students throughout the school year, but we suggest that you apply and interview as early as possible to reserve a place for your child. Our team would be pleased to answer all of your further questions and arrange a tour of the campus to see our students in action. We will get back to you within three to five working days.

The admissions office is open Monday through Friday from 7:30AM to 4:30PM.

- Email: admissions@hisvietnam.com
- Telephone: +84 (24) 3832 7379
- Fax: +84 (24) 3762 4184
- Website: www.hisvietnam.com

Inquiry

- Submit your inquiry through our OpenApply online system or email us at admissions@hisvietnam.com.
- Schedule a school tour.

Application

- Submit the online application on OpenApply (including supporting documents).
- Fully completed applications will be reviewed by the Admissions Committee to determine the next steps.

Assessment

- The HIS enrollment assessment is used to determine the English Language levels of the applicant.
- Assessments includes reading, writing, speaking and comprehension.

Placement

- Enrollment decision will be shared directly with the applicant family
- Processing time is within 10 working days

Admissions

● Elementary School Admissions

All applications to the Elementary school are reviewed and approved by the admissions team and the Head of Elementary. All Elementary students are required to take an English assessment to determine their English level in reading, writing, speaking and comprehension.

IB Primary Years Programme

The Elementary school accepts students from Pre-Kinder & Kinder to Grade 5. Classroom learning at HIS is a full day commitment. Our school's youngest learners enter into our Pre-Kinder & Kinder class dependent on age. From Grade 1 to 5, HIS places students based on our age range guidelines. The admissions team, principal and our support staff take into account all information in an application to determine where a student may best fit to succeed in learning.

Children are at the centre of everything we do and guide all decision making. Students learn through meaningful and relevant learning experiences and have the opportunity to make connections and links to concepts, ideas and the world in which we live. Our goal is to support students to take purposeful action in their communities and be active and responsible global citizens. The PYP prepares students to become active, caring, lifelong learners who demonstrate respect for themselves and others and have the capacity to participate in the world around them. It focuses on the development of the whole child as an inquirer, both within and beyond the classroom.

● Secondary School Admissions

All applications to the Secondary school are reviewed and approved by the admissions team and the Head of Secondary. All Secondary students are required to take an English assessment to determine their English level in reading, writing, speaking and comprehension.

IB Middle Years Programme

The Middle Years Programme spans from Grade 6 to Grade 10. Grades 6-10 are placed in a year based on both age range and grade at a previous school. All Middle Years Programme students will meet with the Secondary Principal prior to enrollment.

The MYP framework emphasizes contextual, conceptual and inquiry-based learning and promotes the development of skills for lifelong learning and success in our world. Students who participate in the MYP develop an understanding of global challenges and take principled action.

IB Diploma Programme

The Diploma Programme is Grades 11 and 12. Students who wish to enter Grade 12 will need to apply, take an assessment and interview with the Secondary Principal and DP Coordinator prior to enrollment.

The general objectives of the IB are to provide students with a balanced education, to facilitate geographic and cultural mobility, and to promote international understanding through a shared academic experience. The DP provides opportunities to develop both disciplinary and interdisciplinary knowledge and understanding that meet rigorous standards. The DP encourages inquiry, caring, open-mindedness, intercultural understanding, and the attitudes necessary to respect and evaluate a range of viewpoint.

Admission procedure

Begin the Process

We recommend that you begin the admissions process with an enquiry. You are encouraged to ask any questions you may have about support services, space availability, tuition & fees, etc. HIS uses an Online Portal, called OpenApply for the application process. The enquiry form and application can be accessed through the school website, www.hisvietnam.com, or directly at <https://hisvietnam.openapply.com>. Once you create a parent username and password, the online portal, OpenApply, will send you a confirmation email. The enquiry form will give the admissions team more information about your child, learning needs, family contact information and eligibility. You may submit an enquiry at any time of the year for a current or future date. Please note that enquires are not considered applications.

Admissions Policies

Diversity

HIS population represents over 25 nationalities. We value our diverse student body and encourage both students and teachers to celebrate their differences. HIS has no nationality quotas although we try to keep the nationalities balanced in order to encourage diversity.

Age Placement

HIS uses September 1st as the cutoffs date to determine grade eligibility. The following chart is age cutoff dates for the 2026-2027 school year and will help you determine the right place for your child.

IB World School	Age	HIS Grade Level	Date of Birth
	3	N/A	1 September 2022 – 31 August 2023
IB-Primary Years Programme	4	Pre Kinder	1 September 2021 – 31 August 2022
	5	Kinder	1 September 2020 – 31 August 2021
	6	Grade 1	1 September 2019 – 31 August 2020
	7	Grade 2	1 September 2018 – 31 August 2019
	8	Grade 3	1 September 2017 – 31 August 2018
	9	Grade 4	1 September 2016 – 31 August 2017
	10	Grade 5	1 September 2015 – 31 August 2016
IB-Middle Years Programme	11	Grade 6	1 September 2014 – 31 August 2015
	12	Grade 7	1 September 2013 – 31 August 2014
	13	Grade 8	1 September 2012 – 31 August 2013
	14	Grade 9	1 September 2011 – 31 August 2012
IB-Diploma Programme	15	Grade 10	1 September 2010 – 31 August 2011
	16	Grade 11	1 September 2009 – 31 August 2010
	17	Grade 12	1 September 2008 – 31 August 2009

Application & Assessment

Online Portal

All instructions for the application process are included in the OpenApply portal. Through this portal you can apply, complete forms and upload all necessary documentation. At any time you can update or edit the application form. After the application is complete, you will receive alerts and emails through the OpenApply system from the HIS admissions department. Please note, an applying student needs to demonstrate through previous school reports and entrance assessment that they may benefit from the programs offered at HIS. After the application is complete, our admission team will be in touch within three to five working days.

<https://hisvietnam.openapply.com/apply>.

Items for Submission

Along with your application form, you will need to submit/complete the following items:

- Student Passport Copies
- Parent Passport Copies
- A Passport-sized Photograph
- Previous 2 School Reports
- Student Health Record & Insurance Information

Assessment

All applying students are required to take an English assessment, which including English reading, writing, speaking and comprehension. This assessment is used to determine the status of a student's English capabilities. HIS uses this information to place each student in the classes which will help the student best achieve their educational goals. The assessment will be scheduled after the application is complete and all necessary documents are uploaded.

All families will also meet with the Divisional Principal for an interview during the admissions process.

In addition, all Grade 11 and Grade 12 applicants will meet with the Diploma program coordinator to help choose courses and support that best suit the student's needs.

There is no need to prepare anything in advance for this assessment. Please be prepared to pay the (non-refundable) application fee of 5,000,000 VND per child

Grade Programme	Assessment requirements
Primary Years Programme PreK/K to Grade 5	• Language Acquisition Test • Interview with Elementary Principal
Middle Years Programme Grade 6 to 10	• Language Acquisition Test • Interview with MYP Coordinator • Interview with Secondary Principal
Diploma Programme Grade 11 to 12	• Language Acquisition Test • Interview with DP Coordinator • Interview with Secondary Principal

Application & Assessment

Enrollment

The time needed to process your child's application will depend on the time of year, grade and section you are applying for. The application is reviewed by the admissions team and the Elementary Principal or Secondary Principal. The enrollment process is completed on the same online portal as admissions, OpenApply. The school will inform you as soon as they come to a decision on your child's enrollment. The admissions team will do its best to contact you within one week. During this time, please do not hesitate to contact the admissions team if you have any questions or concerns.

When a student is accepted to HIS, an offer of placement will be send to you. An offer of placement is not enrollment.

Enrollment requires the following:

- Payment of an Acceptance Fee
- Selection of Payment Options for Tuition & Fees
- Submission of the Admissions Agreement
- Submissions of the Child Protection Form
- Submissions of the IT User Agreement
- Submission of the School Bus Forms
- Local Contact Detail

Any missing documents or incomplete payment may result in a delayed start date for your child. Please note that all Secondary students will have an orientation meeting on the first morning of their enrollment with the MYP Coordinator.

Waitlist

When places are limited at HIS, students may be placed on a waitlist. A place on the waitlist does not guarantee placement at HIS at any date. Length of time on the waitlist may vary depending on the year, grade and places available. HIS does not operate the waitlist by priority; we operate on a first-come, first-served basis.

The admissions team will notify you when a spot becomes available for your child.





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