

APPLICATION CHECKLIST 2025-26

Application Form

Passports

- A Copy of the Student's Passport
- A Copy of the Parent/Guardian Passport (1)
- A Copy of the Parent/Guardian Passport (2)

Visas

- A Copy of the Student's Chinese Visa
- A Copy of the Parent/Guardian Visa (1)
- A Copy of the Parent/Guardian Visa (2)

Records

- A Copy of the Student's Current and Previous Two Years Academic Records
- A Copy of the Student's Vaccination Record
- Supporting Documentation (educational/psychological testing if applicable)

Photos

- A Passport Photo of the Student
- A Passport Photo of the Parent/Guardian (1)
- A Passport Photo of the Parent/Guardian (2)

Signed copy of the SSIS Enrollment Agreement

Payment of Non-Refundable Application Fee of RMB 2,500

Photos submitted must be recent, color, individual passport size digital photos (200*300 pixel) of the student and both parents/guardians. Photographs must be with a plain background, clearly labelled with passport names of each individual and sent as **JPEG** files.

School records/academic transcripts of the student's current (full or partial) and previous two years (as applicable), **must be translated into English**. Copies of any/all diagnostic test reports, current psychological educational evaluations, other learning support profiles, special needs evaluations or Individualized Educational Program (IEP) if applicable must be translated into English. Scanned copies will be accepted.

All requested materials, **application form**, photos, **passport scans**, visa scans, **transcripts** and any other supporting documentation as needed must be **emailed** to the SSIS Admissions Office. If you have any questions regarding your admissions process, please contact admissions Office.

- Office phone number: (0086) - (0) 512 62588614 Email Address: admissions@mail.ssis-suzhou.net

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