BUNDESGYMNASIUM zaunergasse

salis SALZBURG INTERNATIONAL SCHOOL

So, you want to apply to SALIS?

A step by step introduction to our school and the admissions process

10 YEARS salis SALZBURG INTERNATIONAL SCHOOL

The SALIS Student Profile

At SALIS, our goal is to nurture each student into a compassionate, inquisitive, knowledgeable, and open-minded individual, equipped with critical thinking skills and prepared to pursue their dreams in a diverse, global society. We strive to cultivate well-balanced students who are ready to thrive and lead meaningful, fulfilling lives.

A SALIS Student should therefore be caring, curious, intercultural, and open-minded. These qualities are taught by our staff, practiced by our students, and reflected in our logos.



Caring



Curious



Intercultural



Open-minded

What SALIS is:

- SALIS is an international, bilingual, public school programme operating within the Bundesgymnasium Zaunergasse
- Ordentliche (regularly enrolled) students at SALIS are expected to follow the Austrian curriculum, including learning French or Latin starting in Year 3 (7. Grade)
- Teachers at SALIS instruct in English and German in the Unterstufe (lower grades) to ensure understanding and language acquisition for all students. English speaking students will learn German as a foreign language, and German speaking students will learn English
- Teachers in the Oberstufe (uper grades) teach in English, as the IBDP courses are taught completely in English
- Regularly enrolled Austrian students will have the option to take classes and exams for both the Austrian Matura and the IBDP

What SALIS is not:

- We are not a private international school
- We do not offer the IB Primary Years Programme, Middle Years Programme, or Career-related Programme
- We do not teach completely in English in the Unterstufe; international students are required to learn German
- We cannot help families to obtain visas, nor can we provide accomodation. Students should move to the area of Salzburg with a parent or guardian. In rare cases, students who are old enough may be allowed to obtain student housing on their own, but these students should inform the SALIS office of their situation

A few important things to note…

Entry into SALIS is based on many things, including, but not limited to:

- Past school reports
- Performance on our entrance assessments
- Pupil Assessment Form feedback
- Possible in-person or online meetings

Applicants who fail to meet these requirements will be rejected.

Some possible issues...

If your child is not **fluent** in English **OR** German in the Unterstufe (SALIS Years 1-4, 5-8 Klasse), they will struggle to learn in our school environment. We would recommend that students in this situation attend a school where they can learn German intensively.

In the Oberstufe (SALIS Years 5-8, 9-12 Grade), instruction takes place in English. The final two years of SALIS are taught exclusively in English, as students enter the 2-year International Baccalaureate Diploma Programme (IBDP).

If your child is transferring from an Austrian school where they were enrolled as an ordentliche/r (regular) student, they **must have learned French or Latin starting in the 7th grade**. If they have studied French or Latin privately, they must take an assessment to prove their knowledge.

Still think SALIS is the right choice for you and your student?

Super!

We are happy to have you apply.

Please be sure to follow all of the following steps carefully.

Overview of SALIS Admissions Requirements

- Step 1: Register and submit the required documents (Meldezettel and E-card if you are already living in Austria/Germany, scan of applicant's passport, school reports from the last 2 years)
- Step 2: Wait for the office to evaluate your registration and determine if it is possible to move forward
- Step 3: Schedule and sit the assessments.
- Step 4: Submit the Pupil Assessment form and pay the assessment invoice (only for late applications for Year 1, and years 2-8)
- Step 5: Decision

Step 1: Register

Register online using our online, non-binding registration form, available on OpenApply

Upload the supporting documents with your registration

Please make sure you fill this form out completely and honestly!

Not sure what grade your child should go into?

Please consider the information below.
We cannot admit children younger than 10 to SALIS Year 1!
Compulsory school education

Age (years)	Austria				UK			USA	
3-4	Kindergarten				Nursery			Nursery	
4-5					Reception			Pre-K	
5-6					Year 1		Primary School	Kindergarten	
6-7	1st Year	Volksschule			Year 2			1st Grade	Elementary School
7-8	2nd Year				Year 3			2nd Grade	
8-9	3rd Year				Year 4			3rd Grade	
9-10	4th Year				Year 5			4th Grade	
10-11	5th Year	SALIS Year 1		*Unterstufe*	Year 6			5th Grade	
11-12	6th Year	SALIS Year 2			Year 7		Secondary School	6th Grade	Middle School
12-13	7th Year	SALIS Year 3			Year 8			7th Grade	
13-14	8th Year	SALIS Year 4			Year 9			8th Grade	
14-15	9th Year	SALIS Year 5	Pre-IB	*Oberstufe*	Year 10	GCSEs		9th Grade	High School (Options for AP and IB)
15-16	10th Year	SALIS*Year 6			Year 11			10th Grade	
16-17	11th Year	SALIS Year 7	IBDP 1		Year 12	A-Levels / IB	College / Sixth Form	11th Grade	
17-18	12th Year	SALIS Year 8	IBDP 2		Year 13			12th Grade	

Step 2: Office Evaluation

(mostly relevant for applications to SALIS Years 2-7, or mid-year applications to an existing Year 1 class)

After your registration form is completed, our team will review your application.

If we have space in the applicant's grade, and the prior school reports meet our expectations, we will be in touch to continue the process

If we do not have space in the correct grade, and have no possible solution, then we will have to reject the application

If there is space in the grade below, we may be in touch to discuss possible alternative solutions for admission

Step 3: Assessments

If we have determined that an assessment can take place, we will reach out to schedule them. These assessments can be scheduled as distance assessments if needed.

Different years have different assessment requirements, and costs. Please see our website for the most up to date information

Our Year 1 assessments take place in mid-January (i.e. someone applying from Volkschule to join SALIS Year 1 in September of 2027 would take the assessment in January of 2027)

Other assessments can be scheduled during the school year, but when possible, we do prefer to have students join with the new semester in February if they join in the middle of the year

Important Information for Applications to SALIS Year 1

- The assessments for entry into Year 1 take place in mid-January, and we aim to inform families of the results by the end of January
- The **deadline for registration for Year 1 is in mid-December**, before the Christmas holidays
- Applicants must be fluent in English OR German. If they are fluent in both, you must decide as a family if they will take the assessment in English or German. We typically recommend that students take the test in their strongest academic language, as being fluent in speaking two languages does not always mean that children can read and write strongly in both.

Important Information for Applications to SALIS Year 1

- The only disqualifying factor for applicants into Year 1 (aside from failing our assessments) is if the student has a 3 or lower on their Zeugnis
- Students who have a 3 or lower on their Zeugnis in February, when we stamp the school reports, will only be admitted into SALIS if they increase the grade to a 1 or a 2 by the end of the school year (please see the website of the Department of Education for more info: Allgemeinbildende höhere Schule)
    - This is only applicable to students applying from Austria and Germany. International students who do not have a German grade do not need to be concerned about this, as long as they have not studied within the Austrian school system/curriculum
- Late applications may not be processed, and late assessments for Year 1 cost 60 EUR

Important Information for Applications to Existing SALIS classes

- If an applicant is determined to be a suitable candidate for SALIS, but place is not available, then we will offer applicants a place on our waiting list
- If a student is accepted, but delays their move to SALIS, we reserve the right to reassess them for entry into the correct grade
- Applicants who have attended an Austrian school as an "ordentliche Schüler*in" must fulfill the legal criteria for entry into an Austrian gymnasium (more information here : Allgemeinbildende höhere Schule)
- Students are placed into their class based upon their date of birth, per the guidelines from the Austrian Department of Education. We may recommend that a student be placed in a lower grade than requested if we believe it will benefit the student

Step 4: Pupil Assessment Form (PAF)

Once students have registered and taken our assessments, we will assign the PAF through OpenApply

This form should be sent to someone at the applicant's current school to be completed, with permission of the applicant's parent or guardian

PAFs are not typically required for students who apply to join a Year 1 class on time

Step 5: Decision

Once students complete the above steps, we should be able to make a decision concerning admission

For those applying to our upper grades, we may ask students to submit a personal statement outlining their motivations for joining SALIS (written without the help of AI), or ask to schedule a meeting

No official decision will be given until all requested documents are submitted, except in extraordinary circumstances, at SALIS' discretion

Timeline of SALIS Admission: On Time Application to Year 1

- Mid-December: Registration deadline
- Early January: Assessments
- Late January: Decisions announced
- Around February semester holiday: accepted students bring in their Zeugnis to be stamped, to commit to registering at SALIS for the following school year
- End of the school year: Meeting for families, distribution of information, and submission of the final school Zeugnis

Timeline of SALIS Admission: Late Application to Year 1

- If we receive your registration after the initial Into Year 1 assessments are completed in January, then you will need to pay the fee of 60 EUR
- If we have places available after the first : assessments
- Late January: Decisions announced
- Around February semester holiday: accepted students bring in their Zeugnis to be stamped, to commit to registering at SALIS for the following school year
- End of the school year: Meeting for families, distribution of information, and submission of the final school Zeugnis

Overview of SALIS Admission: Mid-School Year Applications (Years 1-6)

- Any time: Submit application. Be sure to clearly communicate when you plan to move to Salzburg and how urgent the application is. Processing applications takes time; applications submitted after May for a September start may not be processed
- If you apply in the summer, we may not be able to process the application before the first day of school in September. If we have space become available, we may be in touch in September to quickly administer the assessments and try to allow applicants to start school with us on time
- If you apply in the middle of the school year, we prefer that students take our assessments in early winter, to join after the semester holiday in February, or in late spring, to join with the new school year in September

Overview of SALIS Admission: Applications to Years 7-8 (IBDP)

- The IBDP is a 2-year program. Therefore, mid-year applications to Years 7-8 are typically not possible, unless a student is requesting to transfer from another international school where they already started the IBDP
- If a student wants to begin studying at SALIS in Year 7, and is not coming from an IBDP program, they need to start with us when the new school year begins in September
- These students should be sure to apply by early spring at the latest, so that we can determine if we have space and schedule assessments to take place in May/June/the first week of July
- Students applying to transfer from an IBDP school should include their preferred IB courses in their application, so we can discuss if these courses are offered at SALIS

Assessment information (as of October 2026)

Year 1

- Assesses reading, language creativity and logical thinking
- Written and oral parts
- Sat in English or German
- Fee: 60 EUR, if sat *after* the scheduled assessments in January (otherwise, *no fee*)
- In-house assessment preferred

Years 2-5

- Assesses reading and maths comprehension in English
- Written assessment
- Subjects: Maths and English
- Fee: 90 EUR per subject
- In-house assessment preferred, but distance assessments can be coordinated

Assessment information (as of October 2026)

Year 6

- Assesses reading and writing skills, as well as maths and science knowledge in English
- Written assessments
- Subjects: Maths, English, and a natural science (chemistry, biology or physics)
- Fee: 90 EUR per subject
- In-house assessment preferred

Years 7-8 (IBDP)

- Assesses reading and writing skills, as well as maths and science knowledge in English
- Written assessments
- Subjects: Maths, English, and a science (chemistry, biology, or physics)
- Fee: 120 EUR per subject
- In-house assessment preferred

Thank you for your interest in SALIS!



We look forward to receiving your application.

Do you still have questions after reading through this and our website?

Then please reach out to us directly, at office@salis.or.at