

Kópavogur, 15.02. 2021

Dear parents / legal guardians of 10th class students:

This letter from Menntamálastofnun (Directorate of Education) is to inform parents / legal guardians of 10th class students planning to apply for courses for people with disabilities about the electronic registration for upper secondary school at the Menntagátt website: <http://menntagatt.is>.

As 10th class students are not legal adults, the approval of parents / legal guardians is required when applying for admittance to upper secondary school. It is not possible to obtain a confirmation from guardians for an electronic application, but the Ministry considers that by informing them about the registration arrangement, supervision by parents / legal guardians is guaranteed. Applicants need access to a computer and the Internet to apply. If they do not have a computer at home, such access is available in primary and secondary schools.

Web key

Parents / legal guardians need to obtain a web key for the application. To do so they need to go to the application area using their own electronic ID or Íslykill (under their own ID number or “kennitala”). If parents / legal guardians are unable to do so they need to contact support staff at their child’s elementary school for assistance. Further assistance can also be obtained through innritun@mms.is.

Processing of applications

- The processing of applications begins in March 2021. It is to be expected that the bulk of applications have been processed by the end of April.
- If applicants are admitted to neither school to which they applied, The Directorate of Education (Menntamálastofnun) will arrange for them to be admitted to a school. All applicants are to have received admission to a school by the end of June 2021. Applicants can also view their status by opening their application at <http://menntagatt.is>.
- The upper secondary schools send a letter to students who have gained admission, along with an invoice for the admission fees. Each school has its own payment period, and **if payment is not made in due time, the applicant is considered to have declined admission for the autumn semester of 2021.**
- The principal of each upper secondary school is responsible for applications being processed in accordance with the school’s requirements and the Ministry’s procedures. Principals are required to provide grounds for the school’s decision upon an applicant’s request. A rejected application can be appealed to the Ministry if the applicant is not satisfied with the principal’s reasoning.
- Documents concerning the individual need to be sent to the secondary school **after the application has been processed and approved.** Parents/legal guardians need to send these documents to the school or give the child’s elementary school permission to send them.

Further information

- Information on registration can be found at the website <http://menntagatt.is>. Enquiries may be sent to innritun@mms.is.
- A Facebook friend request can be sent to “Ráðgjöf vegna innritunar í framhaldsskóla” (Advise on Upper Secondary School Registration) for assistance. The Menntagáttin website has a link to the Facebook page.
- Daily assistance by telephone is available every day, tel.: 514-7500.

Kind regards,
On behalf of Menntamálastofnun
Rúnar Helgi Haraldsson,
Svanhildur Steinarsdóttir.