



# ADMISSIONS POLICY

High School with Bilingual Units  
in Boguchwala

## **1. General rules and conditions of the admission policy**

The Admissions process is comprised of 4 steps: application, language competence entrance test, student assessment, and acceptance.

The Admissions procedure is clear and fully explained to both the prospective students and their parents during The School's Open Day.

The school is not adjusted to students with disabilities but it does allow them to enroll in the IB Diploma Programme.

The maximum class size is 20 students.

## **2. Recruitment schedule**

The recruitment schedule is a separate document (Appendix 1).

## **3. The requirements**

Applicants wishing to enroll in the IB Diploma Programme must fulfill the following criteria for admission:

### **1) required documents:**

- a completed application form (Appendix 2);
- a secondary school 2<sup>nd</sup> grade report card (students who graduated from an eight-year primary school).

### **2) entrance requirements:**

All students who achieved at least 4,00 of the average of their grades in the first term during their 2<sup>nd</sup> grade in secondary school are accepted in a further admission process.

They need to collect at least 120 points according to:

- the language competence entrance test (the maximum score of 100 points) administrated in the School according to the recruitment schedule. The students need to obtain the score of at least 50% of its final score. All

candidates are required to sit for the examination regardless of any external language examination certificates they may possess;

- the grades obtained in the secondary school 2<sup>nd</sup> grade report card (English – at least grade ‘very good’ (5 in a scale 1-6), Polish – at least grade ‘good’ (4), mathematics – at least grade ‘good’, and two more chosen subjects out of the following: biology, geography, physics, history, Spanish, chemistry (these are the subjects a student will choose at High Level) with at least grade ‘good’ (grade ‘good’ (4) = 10 points, grade ‘very good’ (5) = 15 points, grade ‘excellent’ (6) = 20 points);
- a student applying for admission to the third grade of the secondary school (1st year of the IB Diploma Programme) has no negative remarks in the first and second years of the secondary school.

### **3. The choice of subjects**

Students accepted in the IB Diploma Programme complete the IB Subject Choice Form to indicate their subject preferences. To ensure both breadth and depth of knowledge and understanding, each student chooses three subjects at High Level and three subjects at Standard Level; one subject from each of the five groups: 1) studies in language and literature, 2) language acquisition, 3) individuals and societies, 4) sciences, or 5) mathematics. Additionally, students take one more subject from the following groups: language acquisition, individuals and societies, and sciences. Students who want to take a subject at Higher Level must have at least grade ‘good’ (4) in the secondary school 2<sup>nd</sup> grade report card, and at least grade ‘satisfactory’ (3) to take a subject at Standard Level (not applicable for Spanish ab initio).

The minimum group size per subject is 4 students.

Additionally, there are three core elements that are compulsory and central to the philosophy of the IB Diploma Programme, namely: the extended essay (EE), theory of knowledge (TOK), and creativity, activity, service (CAS).

### **4. International students**

New international students are also accepted into the IB Diploma Programme in High School with Bilingual Units in Boguchwala. Their transfer is governed by separate regulations

specified by the School's Headmaster. They complete an application form and participate in an interview verifying their English language competence (an interview scheduled with the Headmaster, an English teacher, and the IB Coordinator). It is the Headmaster who makes the final decision concerning international students' acceptance into the IB Diploma Programme.

### **5. Polish transfer students**

Polish transfer students who started their IB Diploma Programme in another school are also accepted into the IB DP in High School with Bilingual Units in Boguchwala. Their transfer is governed by separate regulations specified by the School's Headmaster. They complete an application form and are asked to present their detailed course descriptions of their chosen subjects. It is the Headmaster who makes the final decision concerning international students' acceptance into the IB Diploma Programme.

### **6. Acceptance**

All decisions concerning the admission procedures to the IB Diploma Programme are made by The School Admission Board appointed by the Headmaster. Appeals are allowed by the Headmaster.

### **References:**

1. *IB recognition resource library*

[https://www.ibo.org/university-admission/ib-recognition-resources-and-document-library/#dp\\_briefs](https://www.ibo.org/university-admission/ib-recognition-resources-and-document-library/#dp_briefs)

2. *IB Diploma Programme Admission Policy*

<https://isob.ukw.edu.pl/wp-content/uploads/2019/04/admission-policy.pdf>

