

ISOP HIGH SCHOOL ADMISSIONS POLICY

ISOP High School is proud to be an authorized IB World School No. 002709, dedicated to delivering the IB Diploma Programme while upholding the principles set forth by the International Baccalaureate (IB).

Our admission policy reflects the core values of the IB, which aims to develop inquiring, knowledgeable, and compassionate young individuals who contribute to creating a better and more peaceful world through intercultural understanding and respect. We collaborate with schools, governments, and international organizations to provide challenging programs of international education and rigorous assessment.

At ISOP High School, we uphold a non-discriminatory admission policy, welcoming students from diverse backgrounds, provided they meet the criteria to engage in our educational offerings. We seek students who can benefit from the IB Diploma Programme, believing that this program will address their educational needs, aspirations, and personal growth.

Central to our mission is the cultivation of the attributes outlined in the IB Learner Profile within our students. We aim to empower individuals to become responsible members of local, national, and global communities in their future endeavors, recognizing their shared humanity and shared guardianship of the planet.

Before extending an offer of admission, ISOP High School assesses whether the applicant's academic background and skills, referred to as 'presumed knowledge and skills,' align with the school curriculum.

Our educational program is conducted predominantly in English, making it essential for students to possess language proficiency at a level suitable for program requirements.

The admission process involves the submission of specific documentation by applicants and their legal guardians for review by the school office. For comprehensive details on admission procedures, please visit our website:

ISOP High School Admissions

For direct inquiries about admission procedures, please contact the school office at admissions@isop.pl.

§1 APPLICATION PROCESS AND PROCEDURES FOR PRIMARY SCHOOL GRADUATES

1. **Graduates of ISOP Primary School** - ISOP primary school graduates applying to continue their education in the ISOP High School section receive priority for admission, provided they meet the following criteria:
 - a. applicants must demonstrate an adequate level of English proficiency to continue their education in English. This is evaluated either through an achievement test or based on their final grade in the subject, conducted at the end of the primary school section,
 - b. applicants must gain approval from the Teachers' Council to continue their education in the high school section. This approval is granted based on the applicant's approach to learning, overall grades achieved, and general conduct.
2. **Graduates of other primary schools in Poland**
 - a. applicants from other primary schools with insufficient English proficiency to meet the requirements of high school education in English may apply for admission to Class HS0, which serves as an introductory year at ISOP High School. Class HS0 is dedicated to enhancing students' English language skills, preparing them for a smooth transition to the ISOP High School program taught in English.
 - b. applicants from other primary schools with sufficient English proficiency, as determined by their prior education, may apply for admission to Class HS1, the first year of high school. Applicants to HS1 undergo a comprehensive evaluation conducted by the School Admissions Team, which includes:
 - i. a proficiency test to assess their current level of English proficiency at the time of application,
 - ii. an assessment of subject grades achieved by the applicant in the last two grades of primary school (Class 7 & 8),
 - iii. evaluation of the conduct grade on the last certificate,
 - iv. an interview with the applicant.
3. **International applicants:**
 - a. due to curricular and formal differences, and in order to assign a student to an appropriate school/class, applications from

- international students are thoroughly evaluated by the Admissions Team on a case-by-case basis,
- b. a meeting of the applicant/family with a member of the Admissions Team might be required to discuss the applicant's education history and to clarify any curricular differences,
 - c. English proficiency test and/or placement tests may be required to determine the appropriate school/class for the applicant.

§2 APPLICATIONS TO THE IB DIPLOMA PROGRAMME AT ISOP (GRADES 11 & 12)

1. General requirements: ISOP High School students and applicants from other high schools may enroll in the IB Diploma Programme based on the following criteria:

- a. for ISOP High School students:
 - i. successful completion of ISOP HS2 grade.
- b. for applicants from other high schools in Poland:
 - i. applicants' grades/certificates of earlier education are analyzed,
 - ii. the level of English proficiency at the time of application is examined,
 - iii. applicants undergo subject-specific assessment relevant to their courses chosen in the programme.
- c. for International applicants:
 - i. due to curricular and formal differences, and in order to assign a student to an appropriate school/class, applications from international students are thoroughly evaluated by the Admissions Team on a case-by-case basis,
 - ii. a meeting of the applicant/family with a member of the Admissions Team is required to discuss the applicant's education history and to clarify any curricular differences,
 - iii. English proficiency test and placement tests in the chosen DP subjects are required.

2. Additional requirements for all applicants:

- a. submission of DP course choices that fulfill the requirements for the IB full diploma,
- b. approval of the chosen courses by the ISOP IB DP Coordinator,
- c. a conduct grade in Grade 9 (ISOP HS2) not below satisfactory,



- d. most recent math grade level determines which DP Math course students are eligible to choose within the DP at ISOP:
 - i. minimum grade of 5 for Analysis and Approaches Higher Level (HL)
 - ii. minimum grade of 4 for Analysis and Approaches Standard Level (SL)
 - iii. minimum grade of 2 for Applications and Interpretation Standard Level (SL)

§3 ADMISSIONS PROCESS

1. ISOP IB DP Coordinator conducts an information session on the IB Diploma Programme for eligible students and their parents/ guardians,
2. ISOP DP subject teachers meet potential DP applicants, providing course outlines and assessment criteria to assist students in making informed choices regarding subject courses and levels within the IB DP program,
3. Applicants are encouraged to access the DP subject guides on the school's website to familiarize themselves with subject specifics/requirements. They are also advised to research potential university admission requirements related to their DP subject course choices. Individual consultations with the DP Coordinator or subject teachers are available,
4. For candidates from other high schools, individual meetings are arranged upon request. All candidates from other high schools must demonstrate their English language proficiency through an achievement test or a language certificate (FCE). Additionally, they are required to take a diagnostic math test to determine their appropriate mathematical course.
5. Once the school receives candidates' applications with their subject/level choices, all subject teachers convene to discuss the candidates' potential success in the IB DP, considering their interests, aptitude, achievements, learning habits, and any learning difficulties. Applicants' grades/certificates from previous education are thoroughly reviewed,
6. In cases where there is uncertainty about a candidate's potential success in their chosen course of study, further discussions are held with the candidate to provide guidance and encourage reconsideration of the course choice.



§4 FINAL DECISION ON ACCEPTANCE

1. Upon reaching a decision regarding the application, the applicant's parent/guardian will receive an official notification via email from the Admissions Office.

Upon acceptance into the International School of Poznan, the parent or guardian of the successful applicant will be provided with detailed instructions to facilitate the payment of the Enrolment Fee. The completion of this payment, alongside the return of the School Contract signed by all requisite parties before the stipulated deadline, marks the finalization of the admissions process. With these steps duly completed, the applicant is officially recognized as a student of ISOP, marking the beginning of their educational journey with us.

§5 ADDITIONAL NOTICE

1. Both students and their parents/guardians should fully understand that enrollment in the High School and the DP program, whether at the beginning of the school year or during the school year, does not guarantee successful completion of the academic year or the program. The achievement of each student in the High School and DP program is contingent upon their individual dedication, effort, and academic performance. The school provides support and resources, but successful completion of the High School curriculum and the DP program ultimately depends on the student's commitment and ability to meet the rigorous standards set forth. It is important for students to be proactive and engaged in their learning journey to maximize their potential for success.
2. The School retains the right to decline admission if it is determined that a student's individual needs may not be adequately met within the School's educational services.
3. Admission procedures assume that to support the student's academic and emotional well-being, accurate and relevant information about an applicant is transparently shared with the school. In cases where essential information about an applicant is intentionally withheld or obscured, the School reserves the right to refuse admission or revoke an earlier acceptance decision.



4. The School adheres to a strict policy of maintaining the utmost confidentiality and ensuring compliance with privacy laws regarding all information shared about an applicant.

BIBLIOGRAPHY:

The IB mission statement; <https://www.ibo.org/about-the-ib/mission/>
accessed February 27, 2023

The IB Learner Profile