



BRENT INTERNATIONAL SCHOOL MANILA

WHOLE SCHOOL ADMISSIONS GUIDELINES
AND THE IB ADMISSIONS
RECOMMENDATIONS

AUGUST 2017 ONWARDS

Greetings!

The Admissions Office and Admissions Committee are happy to help you decide if Brent International School Manila is the right fit for your family.

The best way to get to know Brent School is to visit. Schedule a tour to see our campus and learn more about how we support our students in mind, body, and spirit.

Applicants are accepted and enrolled if they are qualified, academic and social success is predicted at Brent, and slots are available.

This is my 22nd year with Brent. When I reflect on my time here as a teacher, parent, and Director for Admissions, several things come to mind. I think of our strong community, diversity, a caring Christian atmosphere, dedicated individuals, an exemplar International Baccalaureate Program, a thriving athletics and activities program, excellent facilities, proud alumni, and our 100-year history. Mostly, I think about our students--the amazing opportunities they have, and how proud our community is of them. Brent Lions strive and thrive.

I'll be happy to share more with you, and talk through the possibilities of joining the Brent Family.

Keep in touch!

Heather Atkins
Director for Admissions



Rose, Claire, Jem and Heather

admissionsguidelines

contactinfo

If using a courier, address application documents to:

**Brent Intl. School Manila
c/o Admissions
Brentville Subdivision
Barangay Mamplasan
Biñan, Laguna
4024 Philippines**

Documents can also be scanned and attached to emails, or hand delivered.

To email application documents, or arrange appointments, email:
jsantos@brent.edu.ph
Mrs. Jem Santos
Admissions Secretary

To inquire about Brent School and its programs:
hatkins@brent.edu.ph
Mrs. Heather Atkins
Director for Admissions

Admissions information:
www.brent.edu.ph

Trunkline:
(63)(2) 779-5140
(63)(49) 513-4330 to 33

Admissions Extension: 515

Regular office hours:
7:30 a.m. to 4:30 p.m., M-F.

June and July office hours:
7:30 a.m. to 2:30 p.m., M-F.

schooltours

(by appointment)

Contact the Admissions Office to schedule a tour appointment. The Director for Admissions usually has a full schedule and is often not able to accommodate walk-ins.

Tours are provided for parents with a serious interest in enrolling their children, Monday through Friday. Limit members of your family to those essential to the admissions process. Children are welcome to join!

whentoapply

Brent accepts students throughout the school year for grade levels with openings.

Upper School applicants (grades 9 – 12) can submit an application for the following academic year as early as October. Lower and Middle School applicants (Nursery to grade 8) can submit an application for the following academic year as early as January.

admissionscriteria

Brent International School Manila is a college-preparatory institution, intended towards accepting students who expect to be successful in Brent's International Baccalaureate program and seek admission to a college or university.

Students who are an exception to Brent's expected goals will be evaluated based upon the school's ability to meet their educational needs. Applicants are admitted and retained on the basis of their ability to meet the academic, moral, and behavioral standards of the school, and our prediction of their success.

The Admissions Committee makes decisions in the best interest of the applicant, as well as in the interest of the specific grade level.

The right is reserved to refuse admission to any applicant who does not meet Brent's admissions requirements. The right is also reserved to determine the placement of an accepted applicant in the grade level or subjects deemed most appropriate for the student's success.

The Admissions Committee evaluates the following when considering an applicant for admission:

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- Entrance test and interview results.
- Academic records from the current/most recent school; report cards for the last two years.
- Confidential evaluations from the current or most recent school (Brent's forms are required).
- English language proficiency. English as a Second Language (ESL) support is only available through grade 8, and there are minimal proficiency levels in grades 6–8. Applicants requiring ESL support in grades 9–12 will not be accepted.
- Presence of any learning differences, special needs, or giftedness. Brent must have the proper support in place for an acceptance to be offered.

admissionsprocess

Applicants must complete the admission process, as outlined below, to be considered for admission to Brent.

Step One – Submit all required application documents to the Admissions Office. This must be done before entrance tests and interviews can be

scheduled. *See the section titled “Documents” or the Application Checklist for details.*

Step Two – Once the required application documents are submitted, schedule appointments with the Admissions Secretary for entrance tests and interviews for the applicant. *See the section titled “Entrance Tests” for details.*

Step Three – It is essential to arrive on time on the scheduled test and interview date. An application fee of US \$200, or the peso equivalent, can be paid at the Brent Cashier. Credit cards and checks are also accepted. The applicant is interviewed after the entrance tests, and at least one parent is required to accompany the applicant. A decision on acceptance is made when the interviews are complete.

Step Four – When an applicant is accepted, a slot is offered in a specified grade level. The family confirms the acceptance by paying the Slot Reservation fee and completing the Admissions Agreement form. The US\$600 Deposit is non-refundable, but is applied towards the school fees. The Slot Reservation Fee and Admissions Agreement form should be submitted within three working days from the family's receipt of the

written notice of acceptance. *See the “Enrollment” section for details.*

Step Five – School fees must be paid before the student attends classes. *See the “School Fees” document for details.*

decisionpossibilities

Accepted: An applicant is approved for admission. The family pays the US\$600 non-refundable Slot Reservation Fee and signs the Admission Agreement form within three working days from the family's receipt of the written notice of acceptance.

Wait Pool: An applicant meets all of the admissions requirements and is approved for admission, but space is not available in the grade level or program. The family can pay a refundable US\$500 Wait Pool fee to be considered if a slot becomes available. The family will be notified if space becomes available.

Brent International School Manila offers no guarantee that a space will open. The name of the applicant will remain on the wait pool (only for the academic year accepted for) until a space opens or the application is withdrawn. It is advised to seek enrollment at another school to ensure the student is receiving an education

admissionsguidelines

while waiting for a slot to become available.

Denied: An applicant is not approved for admission. The Admissions Committee is not able to predict success for the applicant at Brent International School Manila academically, behaviorally, or both. A six-month waiting period is required before reapplying.

The Admissions Office will keep the original application materials, and there is no need to pay the application fee again if admission is sought within one year of the initial application. New academic report cards, confidential evaluation forms, and entrance test and interview appointments are required for the second application.

documents

Failure to provide complete and accurate information on the application documents may result in the application not being considered for enrollment, or the student being asked to withdraw from Brent even after being enrolled.

The application documents to be submitted to the Admissions Office:

1. Application Form
2. Health Form

3. Confidential Evaluation Forms from the current or recent school. Brent's forms must be used. One evaluation form is required from a main subject teacher for Pre-Kindergarten and above. Another evaluation form is required from a Principal or Guidance Counselor for grades 4 and above.

4. Academic records for the most recent two years. An official English translation must be provided if written in another language.

5. Birth certificate. A photocopy is acceptable.

6. Immunization record. A photocopy is acceptable. No particular immunizations are required.

7. Photos. Four recent passport photographs.

8. Guarantee Payment Letter. If school fees are company paid, a letter to that effect on the employer's letterhead can reserve slots. A sample template is available.

9. MAP scores (Measures of Academic Progress). If this assessment tool is used at the former or current school, submit the scores. We can then

waive these tests in our admissions process.

foreignapplicants

In addition to the items above, provide passport pages (photocopy) for the applicant and both parents:

- a. Photo, date of birth, passport number
- b. Date of issue and expiration
- c. Visa showing length of stay in the Philippines (to be submitted when available, even if after the test and interview date)

localapplicants

In addition to items 1-9, both parents provide a photocopy of a valid government issued photo ID.

learningsupport

Students with mild learning needs are considered on a case-by-case basis, August to May. Slots are limited. Provide Admissions with the diagnostic documentation, professional assessments, relevant medical reports, and any IEPs or LPs. Brent's Resource Teacher evaluation form is also needed.

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Nodorm/guardians

Students are expected to live with at least one parent full-time while enrolled at Brent. Inform Admissions of any special circumstances. A parent must accompany the applicant on the day of entrance test and interview appointments.

entrancetests

Entrance test and interview appointments are scheduled Monday through Friday throughout the year. The entrance tests are usually taken in the mornings, when the application is complete, and the interviews follow the tests on the same day.

The entrance tests are administered to applicants in Kindergarten and above, including former Brent students returning after one or more years of absence from Brent. Basic math and reading skills are assessed for all students. Students applying to grades 6–12 have an additional essay portion.

MAP testing (Measures of Academic Progress) can be waived for applicants in grades 3–12 if recent scores are submitted. If the former or current school does not administer MAP testing, these tests will be completed at Brent.

enrollmentprocess

1. It is recommended to call Brent's Accounting Office/billing section for the exact assessment of school fees before coming to the school to enroll. Office phone number: (63)(49) 513-4350.
2. Proceed to Brent's Tailor Shop, Basement level, next to the Cashier, to purchase school uniforms (regular, PE, House Shirt).
3. Register for Brent's school bus service at the Transportation Office (optional).
4. ID applications for parents, drivers, and caregivers can be obtained from the Central Admin Building Reception Desk. Bring an ID Photo (1x1; preferably white background) and a processing fee of 100 pesos per ID.
5. Car Pass applications can be obtained at the Central Admin Building Reception Desk. Please provide a photocopy of: Official Receipt (O.R.), Certificate of Registration (C.R.), and driver's license. The processing fee is 175 pesos.
6. Students' ID cards use the POS debit system. A

minimum of 500 pesos can be loaded to the student's account to purchase items in the cafeteria and Brent Spirit Shop. All purchases are charged to a pre-loaded account each time the student presents their ID. A receipt is always offered for purchases.

7. For a more detailed list see the Enrollment Process section in the Admissions area of Brent's Website.

IB

internationalbaccalaureate (grades 11 and 12)

IB is an internationally recognized and externally examined diploma program. It consists of two-year courses spread over grades 11 and 12. Brent students can graduate with an IB Diploma, or a Brent Diploma.

It is rare to accept an IB transfer student into Brent's grade 12. Contact Brent's Director for Admissions to discuss the application process in this case. Several specific documents are needed, and the review process can take several weeks. This cannot be addressed in June and July while faculty is on vacation.

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ESL

English as a second language

Lower School (Grades 1–5):

Beginners in English are accepted, but grade 5 applicants in the second semester must test ESL 2 or higher to be accepted. This is to support the minimal requirements of grade 6.

Nursery, Pre-Kindergarten, and Kindergarten students are in all regular classes, even if the students are learning English.

Middle School (Grades 6–8):

Student entering grades 6 and 7 must be ESL Level 2 or higher to be accepted. Students entering Grade 8 must be ESL Level 3 or higher in the first semester, and ESL Level 4 in the second semester to be accepted.

Upper School (Grades 9–12):

ESL support is not available in these grades. Applicants must be fluent in English to be accepted.

The entrance tests and interviews determine the applicant's English skills.

ESLlevels

ESL 1 (beginner):

For Lower School students not able to communicate in English.

ESL 2 (low intermediate):

Minimum requirement for grades 6 and 7. This is for students with basic skills in reading and writing.

ESL 3 (high intermediate):

Minimum requirement for grade 8, first semester. This is for students with good communication skills but who need to improve their grammar, punctuation, and word choice.

ESL 4 (advanced):

Minimum requirement for grade 8, second semester. This is for advanced ESL students. The goal is to polish the student's writing skills.

Students receive ESL instruction when their mainstreamed classmates meet for English class. ESL students are usually part of the mainstreamed classes for all other subjects. Exceptions are made for ESL 1 students who might need to meet more often. In Middle School, ESL students do not take a foreign language until they are mainstreamed. They receive a second block of ESL instead.

Application Checklist Brent International School Manila

This Application Checklist explains how to apply to Brent International School Manila. The application documents can be removed from the booklet, or printed from our website at www.brent.edu.ph, in the Admissions tab.

Entrance tests are given for applicants to Kindergarten and above. Applicants to all grades are interviewed. Tests and interviews are done on Brent's campus. At least one parent must accompany the applicant to the appointments. The acceptance decision is usually given on the day of the appointments.

Documents are given to Mrs. Jem Santos (admissionssecretary@brent.edu.ph) via email by scanning and attaching them in PDF file format, or by mailing them via courier, or hand-delivering them to the Admissions Office. Mrs. Santos will confirm receipt of the documents and then assist with scheduling a day for the appointments.

The following documents can be given to Mrs. Santos one at a time as they are ready, or all at once:

- **Application for Admission.** Accurate, complete answers are expected.
- **Health Form.** Completed by a parent.
- **Parent Questionnaire.** For Nursery, Pre-Kindergarten, and Kindergarten applicants only.
- **Confidential Evaluation Forms.** The current, or most recent, school completes Brent's forms.
 - a. One from a math, English, science, or social studies teacher (for Pre-Kindergarten and above)
 - b. One from a Principal or Guidance Counselor (for Grades 4 and above)
- **Academic Records.** At least two years of final report cards are needed, including any report card received so far in the current school year. An official English translation is required.
- **Birth certificate.** A photocopy is acceptable.
- **Immunization record.** A photocopy is acceptable. No particular immunizations are required.
- **Photos.** Four recent passport photographs.
- **Guarantee Payment Letter.** To reserve slots before moving, submit on company letterhead the details of school finances they will sponsor and be billed for. A sample template is available on our website.
- **MAP Scores.** Optional. Only if MAP standardized tests were given at the current / recent school.
- **Foreign applicants.** Provide a photocopy of the following passport pages (applicant and both parents):
 - a. Bio page (photo, date of birth, passport number, date of issue, and expiration)
 - b. Visa showing length of stay in the Philippines (can be submitted after acceptance, when available)
- **Local applicants.** Both parents provide a photocopy of a valid government issued photo ID. Examples include a passport bio page, driver's license, PRC ID, digitized SSS ID, and Unified Multi-Purpose ID. If the applicant is Filipino and a dual citizen, provide the bio page for the applicant's PH and foreign passport.

Documents submitted to Brent's Admissions Office automatically become property of the school. The Admissions Office has the sole discretion whether to copy, provide, or return documents.

Appointments are scheduled by Mrs. Santos after the required application documents are received and reviewed.

Date and Time of test (Kindergarten and above): _____ Mon Tue Wed Th Fri

1. **Director for Admissions** interviews the applicant; parent/s might join at the end. Time: _____
2. **Guidance Counselor** interviews the applicant; parent/s might join at the end. Time: _____
3. **Principal** interviews the applicant; shares acceptance decision with parent/s. Time: _____
- (4. **Foreign Applicants:** If accepted, the family will meet briefly with Brent's Visa Office.) Time: _____

A non-refundable US\$200.00 Application Fee is paid for each applicant on the scheduled test and interview date. Payments can be made at the Brent Cashier in the form of cash (US dollars or pesos), credit card, or check.
Checks are made payable to "Brent International School Manila."

The IBO Mission Statement & Structure

"The International Baccalaureate Organization aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end the IBO works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right."



Source: www.ibo.org

The diagram above best represents the wholeness of the IB Diploma Program.

To obtain a full IB diploma, students must choose six subjects, one subject per subject grouping of the hexagon, three of which are in the higher level (240 hours over two years), three are in the standard level (150 hours over two years), submit an independent in-depth research paper for the Extended Essay that is evident of 40 hours of work, 100 hours of Theory of Knowledge, and render participation hours in Creativity, Action, and Service (CAS).

Each of the six courses is scored on a 1-7 scale, and 3 bonus points are possible through TOK and the Extended Essay. The minimum passing score is 24 with a maximum of 45 points possible.



IB learner profile

The aim of all IB programmes is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world.

As IB learners we strive to be:

INQUIRERS

We nurture our curiosity, developing skills for inquiry and research. We know how to learn independently and with others. We learn with enthusiasm and sustain our love of learning throughout life.

KNOWLEDGEABLE

We develop and use conceptual understanding, exploring knowledge across a range of disciplines. We engage with issues and ideas that have local and global significance.

THINKERS

We use critical and creative thinking skills to analyse and take responsible action on complex problems. We exercise initiative in making reasoned, ethical decisions.

COMMUNICATORS

We express ourselves confidently and creatively in more than one language and in many ways. We collaborate effectively, listening carefully to the perspectives of other individuals and groups.

PRINCIPLED

We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.

OPEN-MINDED

We critically appreciate our own cultures and personal histories, as well as the values and traditions of others. We seek and evaluate a range of points of view, and we are willing to grow from the experience.

CARING

We show empathy, compassion and respect. We have a commitment to service, and we act to make a positive difference in the lives of others and in the world around us.

RISK-TAKERS

We approach uncertainty with forethought and determination; we work independently and cooperatively to explore new ideas and innovative strategies. We are resourceful and resilient in the face of challenges and change.

BALANCED

We understand the importance of balancing different aspects of our lives—intellectual, physical, and emotional—to achieve well-being for ourselves and others. We recognize our interdependence with other people and with the world in which we live.

REFLECTIVE

We thoughtfully consider the world and our own ideas and experience. We work to understand our strengths and weaknesses in order to support our learning and personal development.

The IB learner profile represents 10 attributes valued by IB World Schools. We believe these attributes, and others like them, can help individuals and groups become responsible members of local, national and global communities.



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Prerequisites and Guiding Questions for the IB Diploma Program

BRENT INTERNATIONAL SCHOOL MANILA provides each student with equal opportunity to access the IBDP. Students who successfully finish the Grade 10 requirements with a GPA of 3.30 are the kind of students who would most likely succeed in the IB Diploma Programme. Some students may opt to do the maximum number of four Higher Level courses. There is a stringent regulation regarding taking four higher level courses. Thorough consultations will take place and a grade 10 GPA of 3.70 or better along with the teacher's recommendations are crucial for a decision to be made. There may be students who finish Grade 10 successfully with a lower GPA whom the school allows to be part of the IB Diploma. With the right attitude towards schoolwork, genuine motivation to succeed, proper time management skill, and level-appropriate course placements, such students may earn their IB diploma, too.

Please carefully study the Upper School Course Planner to enable you to choose the right courses.

Some helpful reminders to consider:

1. What are your 3 HL course choices in grade 11?
2. What are your 3 SL course choices in grade 11?
3. What do you want to study in University?
4. Does the university require lab sciences or is computer science acceptable?
5. Have you checked your university and major study's required subjects and subject levels?
6. It is okay if you do not know where and what you want to study. What courses do you like or good at?
7. Waiting to communicate with us into your Junior year is much too late. Your teacher, counselor, and IB Coordinator are here for any questions or concerns.

Upper School IB Planner

	9 th	10 th	11 th	12 th
Language A English (Group 1)	English	Adv. Literature OR Literature	Language & Literature SL/HL Literature SL/HL	Language & Literature SL/HL Literature SL/HL
Language A Other A Languages (Group 1)	Filipino Korean	Filipino Korean	Filipino, Korean Literature A SL/HL	Filipino, Korean Literature A SL/HL
Modern Language Language B OR Ab Initio - learned language (Group 2)	French Mandarin Spanish Filipino Beginner/Intermediate/ Advanced	French Mandarin Spanish Filipino Beginner/Intermediate/ Advanced	French, Mandarin, Spanish B SL/HL or Ab Initio SL	French, Mandarin, Spanish B SL/HL or Ab Initio SL
Social Science (Group 3)	Geography/History	Geography/History	Business SL/HL Economics SL/HL Geography SL/HL History SL/HL ITGS SL/HL Psychology SL/HL	Business SL/HL Economics SL/HL Geography SL/HL History SL/HL ITGS SL/HL Psychology SL/HL
Science (Group 4)	Biology	Adv. Chemistry/ Adv. Physics OR Chemistry/Physics	Biology SL/HL Chemistry SL/HL Physics SL/HL* Computer Science SL/HL Sports, Exercise, Science SL (only)	Biology SL/HL Chemistry SL/HL Physics SL/HL* Computer Science SL/HL Sports, Exercise, Science SL (only)
Mathematics (Group 5)	Adv. Mathematics 9 Mathematics 9 Foundations of Maths 9	Adv. Maths 10 Honors Adv. Mathematics 10 Mathematics 10	Analysis and Approaches SL*/HL* Applications and Interpretation SL/HL*	Mathematics HL* Mathematics SL* Mathematics Studies SL
Visual/Performing Arts, Elective (Group 6)	Foundations of Art, Visual Arts/Music, Strings, Band, Choir, Dance	Foundations of Art, Visual Arts/Music, Strings, Band, Choir, Dance	Music SL/HL Theater SL/HL Visual Arts SL/HL OR Another subject from Groups 1-4	Music SL/HL Theater SL/HL Visual Arts SL/HL OR Another subject from Groups 1-4
Computer, Religious Studies, Junior Seminar, Theory Of Knowledge	Computer/Rel. Studies	Computer Programming/Rel. Studies OR Computer/Rel. Studies	JSem (1st semester) TOK (2nd semester)	TOK
PE/Health, Study Hall	PE/Health	PE/Health	Study Hall OR Another subject from Groups 1-4 or 6 (For additional IB course)	Study Hall OR Another subject from Groups 1-4 or 6 (For additional IB course)
Other elements with <u>no</u> designated class time	—	—	Creativity, Action, Service (CAS) and Extended Essay (EE) IBDP only	Creativity, Action, Service (CAS) and Extended Essay (EE) IBDP only

Prerequisites for certain HL and SL courses have been color-coded. Make sure to read the prerequisites and course description for each HL/SL course before making your selections.

*If a student is choosing Physics HL they must also select one of the Mathematics HL courses or Analysis and Approaches SL.

The form next page, Grade 11 IB Pre-registration form, has to be filled out by students and secure recommendations from their grade 10 subject teachers for level-appropriate choices of IB subjects. Their parents are involved in the process. Students and parents are requested to ask more questions even after series of orientation sessions have been provided to both students and parents.

This form is distributed on the third week of February and returned to the guidance counselors on the first Tuesday of March after the Parent-Teacher Conference. The guidance counselor and the principal review the forms, call in students for interview, and finalize the subject choices.



BRENT INTERNATIONAL SCHOOL MANILA

GRADE 11 REGISTRATION 2019

Name: _____

Nationality: _____

I will return to Brent next year: ___ Yes ___ No ___ Unsure | My program: ___ Brent Diploma ___ IB Diploma

Teacher Recommendation Key: R=Recommended NR=Not Recommended (write in Recommended Course)

	IB Diploma Courses	Brent Diploma Courses	Course Selection	Teacher Recommendation	Current Grade	Teacher's Initials
1	Language A English A: Literature SL/HL English A: Language and Literature SL/HL Filipino A: Literature SL/HL Korean A: Literature SL/HL	Language A English Language and Literature I, II English Literature I, II Filipino Literature I, II Korean Literature I, II				
2	Language B/Ab Initio French B SL/HL Mandarin B SL/HL Spanish B SL/HL Ab Initio French, Mandarin, Spanish	Foreign Language French, Mandarin, Spanish (Beginner, Intermediate, Advanced) OR ANOTHER GROUP 1				
3	Social Science Business Management SL/HL Economics SL/HL Geography SL/HL History SL/HL Information Technology in a Global Society (ITGS) SL/HL Psychology SL/HL	Social Science Economics/Business I, II Geography I, II History I, II Information Technology in a Global Society (ITGS) I, II Psychology I, II				
4	Science Biology SL/HL Chemistry SL/HL Computer Science SL/HL Physics SL/HL Sports, Exercise and Health Science SL	Science Biology I, II Chemistry I, II Computer Science I, II Physics I, II Sports, Exercise and Health Science I, II				
5	Mathematics Analysis and Approaches SL/HL Applications and Interpretation SL/HL	Mathematics Analysis and Approaches I, II Applications and Interpretations I, II				
6	The Arts Music SL/HL Theater SL/HL Visual Arts SL/HL Another IB Course	The Arts Visual Arts I, II Theater I, II OR ANOTHER GROUP 1, 2, 3, or 4				
7	Study Hall/Elective/Other IB course Study Hall Band, Strings, Choir, Dance					
8	Junior Seminar/Theory of Knowledge		Junior Seminar/ Theory of Knowledge			

Teacher's Comments:
(use additional paper, if necessary)

Please turn over and sign the Parent-Student-Counselor Agreement. This form must be completed and returned to the **Upper School Counseling Office on or before Friday, March 15, 2019.** Please refer to the Course Offerings booklet for all course prerequisites.



BRENT INTERNATIONAL SCHOOL MANILA

GRADE 11 REGISTRATION 2019

March 7, 2019

Dear Parent and Students,

Please review your course selection. Then, read carefully and sign below.

I understand that Brent International School Manila is a college-preparatory high school, with the goal of meeting requirements for higher education around the world. As such, I understand that I am selecting courses, which are level-appropriate for me at this time. I agree to stay in these courses, so long as I am passing and my teachers recommend that I am capable of meeting course requirements. I understand that I will not be allowed to change courses simply to better my GPA standing.

Non-IB course selections will require the approval of the counselor, principal, and teacher (if applicable).

Parent's Signature

Student's Signature

Counselor's Signature

Date

Revisited the General Admissions Policy in July 2017 by The Director for Admissions and her staff

Revisited the IB Pre-requisites in January 2019 by the Upper School Principal, Guidance Counselors, and the DP Coordinator.