

## **Admission Policy** *(revised 2022)*

International School of Bydgoszcz offers International Baccalaureate Program education at three levels – Primary Years Program (Grades 1-5), Middle Years Programme (Grades 6-10) and the Diploma Program (Grades 11-12).

International School of Bydgoszcz admits children of foreigners and Polish children. When the number of applicants seeking admission is higher than the number of students that can be accepted, admission criteria and priorities look as follows:

- a) children of JFTC NATO employees, the Communications Battalion, NATO Force Integration Unit, the Military Police Centre of Excellence;
- b) children of foreigners;
- c) Polish children educated earlier in classes with English as the language of instruction.

Applicants for admission are required to deliver an opinion/diagnosis from the previous school/ kindergarten. The opinion should include such information as learning results, candidate's behaviour and cooperation with parents.

Parents should inform the school about the candidate's health (any chronic diseases, allergies, medications or any psychological, psychiatric or speech therapies that a student requires).

Not delivering the opinion/ diagnosis of a child will result in not offering extra support or program adjustments. The school does not take the responsibility for the student's lack of progress in case of not informing the school about the special support that the student requires.

It all starts with an application form as step 1 of the recruitment process.

Admission to particular programs has its own specific requirements. These are, as follows:

## Admission Policy PYP

Admission to the Gen. Ryszard Kuklinski International School of Bydgoszcz pursuing the Primary Years Program involves consultation with the PYP coordinator, the school counselor and experienced teachers. The ISoB wants to check if the potential student will benefit from the educational program provided by the school and if the capacity of the ISoB will meet the educational needs of the applicant. Admission policy of the International School of Bydgoszcz is based also on the following rules:

- Applicants are to be interviewed by the PYP coordinator in terms of their interests or plans for the future candidates.
- Applicants are to be diagnosed by an English teacher in terms of their knowledge of English, if needed.
- Applicants are to fill in the required documents.
- Applicants are required to pay entrance fee.
- In case of G0 students, we accept children at the age of 6. Children at the age of 5 may be accepted on condition that if their school readiness is not attained, they need to repeat G0 rather than be promoted to G1.
- Children starting G1 class should be 7 years old; if younger, the parent is obliged to provide the document of school readiness.

Candidates' parents are to accept school's statute by signing the school's enrollment contract. Candidates' parents also have to familiarize themselves with the PYP Handbook for Parents and Students.

Required documentation for Admission:

- Application form (available on the school's website)
- Medical/Insurance Form
- Student certificates/ progress reports from previous school(s)
- Opinion from the last school (the so-called school transfer form)
- 1 photograph (identity card format)

Applicants for admission to the Gen. Ryszard Kuklinski International School of Bydgoszcz are enrolled and registered after the payment of the non-refundable

registration fee to the school's account. A child enrolled at the ISoB will be treated on equal rights as all other children. A student is placed in grade after due consideration of age, grade level at previous school(s), also emotional and physical maturity.

### **Admission Policy MYP**

Admission to the Gen. Ryszard Kuklinski International School of Bydgoszcz pursuing the Middle Years Programme involves consultation with the MYP coordinator, the school psychologist (if needed) and experienced teachers. The ISoB wants to check if the potential student will benefit from the educational program provided by the school and if the capacity of the ISoB will meet the educational needs of the applicant. Grade 5 students in the PYP need to have at least 'satisfactory' behaviour grade to be accepted to the MYP.

Admission policy of the International School of Bydgoszcz is based also on the following rules:

- Applicants are to be interviewed by the MYP coordinator in terms of their interests or plans for the future candidates.
- Applicants are to be diagnosed by the Coordinator/ an English teacher in terms of their knowledge of English.
- Applicants are to fill in the required documents.
- Applicants are required to pay entrance fee.

Candidates' parents are to accept school's statute by signing the school's enrollment contract. By signing the contract, the Candidates' parents confirm familiarization with the MYP Handbook for Parents and Students.

Required documentation for Admission:

- Application form (available on the school's website)
- Medical/Insurance Form
- Student certificates from previous school(s) / progress reports
- opinion from the last school (the so-called school transfer form)

- 1 photograph (identity card format)

Applicants for admission to the Gen. Ryszard Kuklinski International School of Bydgoszcz are enrolled and registered after the payment of the non-refundable registration fee to the school's account. A child enrolled at the ISoB will be treated on equal rights as all other children. A student is placed in grade after due consideration of age, grade level at previous school(s), also emotional and physical maturity.

### **Admission Policy DP**

Admission to the Gen. Ryszard Kuklinski International School of Bydgoszcz pursuing the Diploma Programme involves consultation with the DP coordinator, the school psychologist (if needed) and experienced teachers. The ISoB wants to check if the potential student will benefit from the educational program provided by the school and if the capacity of the ISoB will meet the educational needs of the applicant. Admission policy of the International School of Bydgoszcz is based also on the following rules:

- Applicants are to be interviewed by the DP coordinator in terms of their interests or plans for the future Candidates.
- All interested applicants, IB MYP graduates and non-ISoB candidates, are required to take entrance tests on mathematics HL (written).
- English (written and oral) exams are diversified depending on what Language A or Language B course the applicant chooses to study in the DP, and are specified as follows:
  - Candidates (non-ISoB) who do not choose English as Language A or Language B will take an exam in English as a language of instruction;
  - Candidates who choose English A – Literature course – (non-ISoB or IB MYP graduates - HL with a grade lower than MYP IB5, SL with a grade lower than MYP IB4) take exam in English language and elements of literary analysis;
  - Candidates who choose English B course – (non-ISoB or IB MYP graduates - HL with a grade lower than MYP IB5, SL with a grade lower than MYP IB4) take exam in English language skills.
- Applicants are to fill in the required documents.

- Applicants are required to pay entrance fee.

Candidates' parents are to accept school's statute by signing the school's enrollment contract. Candidates' parents also have to familiarize themselves with the DP Handbook for Parents and Students.

Required documentation for Admission:

- Application form (available on the school's website)
- Medical/Insurance Form
- Student Certificates from previous school(s) / Past Reports
- opinion from the last school (if it's possible)
- 1 photograph (identity card format)

Entrance tests are administered at ISoB in the second part of June. It is also possible to make individual arrangements with students who come to Bydgoszcz in August.

ISoB and non-ISoB students who want to take a subject at Higher Level must have at least Good Grade (dobry or equivalent in their national Grading scales/ MYP IB5) on a certificate from the previous school (Grade 10 or equivalent of the second class of Liceum Ogólnokształcące) and at least Satisfactory Grade (dostateczny or equivalent in their national Grading scales/ MYP IB4) to take a subject at Standard Level. Furthermore, a behaviour mark must be at least 'satisfactory' for ISoB students or at least 'good' for non-ISoB candidates. Having considered test results and certificates from previous schools ISoB will recommend an appropriate program to each student.

Applicants for admission to the Gen. Ryszard Kuklinski International School of Bydgoszcz are enrolled and registered after the payment of the non-refundable registration fee to the school's account. A candidate enrolled at the ISoB will be treated on equal rights as all other children. A student is placed in grade after due consideration of subject choice made, entrance examinations/grades acquired at previous school(s), also emotional and physical maturity. The final decision on accepting a student is made at the discretion of the ISoB Principal.