



**Chambersburg Area Senior High School
International Baccalaureate Diploma Programme
Admissions Policy**



The IB Diploma Programme (DP) at CASHS is an open-enrollment program. The IB DP is not a competitive placement program. There is no set limit to the number of students who may participate in IB courses or the Diploma Program. Students do *not* need to be identified as “gifted” to participate in the IB DP. There is a belief that students who wish to challenge themselves both academically and personally should be afforded the opportunity. The role of the school is not to present hurdles over which students must jump, but challenges with which the school, parents and community can support. CASHS believes that students should be involved in challenges that are appropriate for their academic level and personal maturity. Students may enroll in the full IB DP or they may take individual IB courses in areas of interest and ability.

Admissions Criteria

Students who are interested in completing the full IB DP – fill out and submit an “Application of Intent” in February / March of their sophomore year. The application is submitted to the IB DP Coordinator, Mr. Kristofer Cole, in room A217, kristofer.cole@casdonline.org. Acceptance is determined by the IB DP Coordinator, often in conjunction with teacher recommendations and the student’s counselor, based upon how well applicants meet the background recommendations with respect to coursework and grades – as published in the *Program of Studies*. All interested students will have an interview with the DP Coordinator.

Students who do not wish to complete the full IB DP (Course Candidates) do not submit an “Application of Intent,” but must meet the background recommendations for each course leading to an IB subject as published in the *Program of Studies*. Counselors & teachers, working with the IB Coordinator as needed, help students and families decide the most appropriate course placement.

Yearly General Timeline:

IB Informational Meetings During Activity Period - October - January

Is IB4U? - Recruitment meeting during English classes - December

IB Parent / Community Night - December

Classroom visits - January

Applications Due - February (application will include an essay related to the IB learner profile and their reasons for wishing to apply)

Course Selection Period - February / March

Interviews - March / April (DP coordinator and other IB teachers if available to review transcripts/recommendations/questions/concerns.)

Recruitment before Sophomore Year

- Informative meetings with handouts during 9th grade orientation, and 8th and 9th grade scheduling meetings
- IB Guidance counselor(s) will meet with middle school counselors to help identify students' interest in the program and assist with scheduling

Students who Transfer

From an IB World School

Students transferring from other IB World Schools will be handled according to the International Baccalaureate Diploma Program Assessment Procedures (section B.10). If the transfer takes place after the first registration deadline (November 15 of graduation year), the student/family will be responsible for any fees beyond those of a candidate registered before the deadline.

A student in good standing transferring from a World School at the beginning of the junior year will be handled as a Chambersburg Area Senior High School student and not subject to any other requirements for admission.

For a diploma candidate transferring during the junior year or senior year, every effort will be made to create an applicable schedule with the courses that Chambersburg offers. If we do not offer one or more of the courses the candidate needs, the candidate will have the option to drop the course and become a course candidate, or to finish the course (if available) through Pamoja, or other IB approved online provider, at the candidate's expense. Chambersburg will provide a teacher to act as supervisor, exam invigilator, and contact person.

From non-IB Schools

Students transferring from non-IB schools in 11th grade and who desire placement in the Chambersburg IB Diploma Program must:

- Submit a list of current 10th grade courses, indicating levels (Regents, honors, AP, etc.). It is expected that these grades are 85% or higher.
- Interview with the Diploma Program Coordinator

Students with Special Education Needs

Students with special educational needs are encouraged to participate in IB courses when they meet the background recommendations identified for each course as stated in the *Program of Studies*. Accommodations for instruction and assessment are made, as necessary, in accordance with student Individual Education Plans, 504 plans, IB policies, and practices of differentiated instruction but with the understanding that IB testing (EA) and writing (IA) are externally assessed and will need to meet all guidelines as laid out by IB.

Policy Steering Committee (2021-2022)

Kristofer Cole, IB Diploma Program Coordinator & IB Spanish Teacher

Marta Helfrick, IB Math Teacher

Audra Hochreiter, IB School Counselor

Dr. Lisa Schoenleber, Head of School, Academic Principal

Roles and Responsibilities of the Steering Committee

The IB Diploma Program Coordinator is responsible for assembling the Steering Committee and informing the committee of regulations regarding the IB Diploma Program as it relates to admissions principles and practices. All members of the Steering Committee are responsible for reading relevant IB documents related to the formation and/or revision of an admission policy and evaluating the current IB policy document in light of these documents.

Policy Use, Revision and Access

This policy is a working document to be used by administrators, IB faculty, school counselors, students and parents to be informed about admission into the IB Diploma Programme or as a Course Candidate.

The Assessment Policy will be reviewed every two years, or more frequently if changes in the school's student population, state or federal laws, or IB course offerings and/or sequencing dictate review and revision. It will be accessible on the Chambersburg Area Senior High School's IB website, along with a hard copy in an IB file, which can be located in the Head of School's office as well as the DP coordinator's classroom.

Resources & Correlated Documents

This policy has been informed by the following IB documents and policies:

Approaches to Teaching and Learning in the Diploma Programme

General regulations: Diploma Programme

Handbook of Procedures for the Diploma Programme

IB Learner Profile Booklet

Programme Standards and Practices

Rules for IB World Schools – Diploma Programme

The Diploma Programme: From Principles into Practice

Learner Diversity in the IB Programmes: Special educational needs within the IB programmes

What is an IB Education?

This Policy has been informed by and correlates to the following CASHS IB policy documents:

Academic Honesty Policy

Assessment Policy

Language Policy

CASHS High School Program of Studies