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KCCIS Admissions Policy
to the IB Diploma / Course Programme 2023-24

A. General admissions

Students who have completed Year 11 at KCCIS (internal)

Generally speaking, students who have completed Year 11 with us require the following as a minimum requirement for entry to the two-year **IB Diploma programme**:

- a) At least 5 GCSE / IGCSEs at grade C or above (equivalent to Level 4 or above in the new GCSE / IGCSE), including a first language qualification (normally English Language or Chinese Language, or both)
- b) Documentary evidence of competence in another language if that language is to be studied at Language A: Literature (School supported self-taught) or Language B.

Generally speaking, students who have completed Year 11 with us require the following as a minimum requirement for entry to the two-year **IB Course programme***:

- a) Less than 5 GCSE / IGCSEs at grade C or above (equivalent to Level 4 or above in the new GCSE / IGCSE), including a first language qualification (normally English Language or Chinese Language, or both)
- c) Documentary evidence of competence (e.g. copies of recent school reports or references) in another language if that language is to be studied at Language A: Literature (School supported self-taught) or Language B.

Students who have completed GCSE / IGCSE from other schools (external)

Generally speaking, students require the following as a minimum requirement for entry to the two-year **IB Diploma programme**:

- d) At least 5 GCSE / IGCSEs at grade C or above (equivalent to Level 4 or above in the new GCSE / IGCSE), including a first language qualification (normally English Language or Chinese Language, or both)
- e) Documentary evidence of competence in another language if that language is to be studied at Language A: Literature (School supported self-taught) or Language B.
- f) Complete the application form and attach the relevant documents as specified.
- g) Successful completion of the KCCIS entrance test in English, Chinese and Mathematics
- h) Student Interview with the IB Diploma Coordinator and/or Head of Section
- i) Parental Interview, if needed

Students who have completed IB MYP Certificate from other schools (external)

In general, students require the following as a minimum requirement for entry to the two-year **IB Diploma programme**:

- j) At least Grade 4 or above in a minimum of 5 subjects, including a first language qualification (normally English Language or Chinese Language, or both)
- k) Documentary evidence of competence in another language if that language is to be studied at Language A: Literature (School supported self-taught) or Language B.
- l) Successful completion of the KCCIS entrance test in English, Chinese and Mathematics
- m) Student Interview with the IB Diploma Coordinator and/or Head of Section
- n) Parental Interview, if needed

Students, individually, will be considered for the two-year **IB Course programme** when the above requirements are not met.

Students who do not have GCSE / IGCSE, IB MYP Certificate or equivalent from other schools (external)

Students, in general, require the following as a minimum requirement for entry to the **IB Diploma programme**:

- o) Documentary evidence of grade-level competence in English and one other language (if that language is to be studied at Language A: Literature (self-taught) or Language B.), Mathematics and the Science(s) to be studied in the Diploma and one other subject
- p) Successful completion of the KCCIS entrance test in English, Chinese and Mathematics
- q) Student Interview with the IB Diploma Coordinator and/or Head of Section
- r) Parental Interview, if needed

All qualifications will be considered on an individual basis.

English language requirements

As good language skills are essential, we request prospective students sit an English Language assessment before enrolment. **A student will be enrolled on the Diploma programme if an acceptable standard of English is proven.**

English is offered as the first (English A: Language and Literature) and the second language (English B) as the Chinese equivalent. There is also an option for students to study another language (e.g. Japanese B) or a completely new language (e.g. Japanese ab initio) in Group 2.

B. Acceptance/Rejection and Diploma Course Selection

A letter of Acceptance/Rejection will be issued and forwarded to the parents once an admission decision is made.

After paying the registration deposit, students will be asked to decide on the subject choices for the IB Diploma / Course programme in consultation with the IB Diploma Coordinator, guidance counsellor and the Heads of Department / Subject teachers. **For subject-specific entrance requirements, please refer to Appendix 1.** Details of all courses available at KCCIS can be obtained from the IB Diploma Coordinator.

C. Mid-Diploma Admissions

The school will not consider applications to join Year 13 (DP Year 2)

IB Learner Profile

IB Learners strive to be:

- Inquirers
- Knowledgeable
- Thinkers
- Communicators
- Principled
- Open-minded
- Caring
- Risk-takers
- Balanced
- Reflective

D. Policy Review:

The Admissions Policy shall be regularly reviewed to assess whether it is working in a satisfactory manner. Reviews shall take place at least once every two years, but may occur more frequently as needed. Input shall be sought from all interested parties, and amendments shall be made as necessary.

E. Communicating the Admissions Policy

The Admissions Policy shall be available to the school community. It shall be posted on the KCCIS website and updated as revised.

*Created C. Tse, Dr. Vinci and Mr. Fong / August 2018
Revised by C. Tse, Dr. Vinci and Mr. Fong / Sept 2020, 2021
Revised by C. Tse and Mr. Fong / April 2023
Open for further discussions May-June 2023
Public Dissemination August 2023*

This policy is subject to review by Mr. Fong / C. Tse / Dr. Vinci in September 2024

Appendix 1:

Rules and Regulations for Entry to the IB Diploma/Course Programme Policy

- For all internal applicants to the IB Diploma program, entry is dependent upon GCSE/IGCSE results achieved in Years 10 and 11. All course requests received before publishing GCSE/IGCSE results are provisional in nature only and subject to timetabling considerations and conditions.
- Entry to Higher Level subjects (except Psychology) requires a "B" or above grade (equivalent to Level 6 or above) in an equivalent or related GCSE/IGCSE subject. In addition, the applicant is expected to have a strong background in the Higher Level subject of choice or related discipline.
- Entry to Standard Level subjects (except Psychology) requires a grade of "C" or better (equivalent to Level 4 or above) at GCSE/IGCSE (or another approved curriculum) in the equivalent or related subject.
- Entry for Mathematics: Analysis and Approaches Higher Level requires a Level 6 or above in IGCSE Further Pure Mathematics and Level 8 or above in IGCSE Mathematics: Specification A. Applicants without the IGCSE Further Pure Mathematics qualification are not advised to enrol in Mathematics: Analysis and Approaches Higher Level at all.
- Entry for Mathematics: Analysis and Approaches Standard Level requires a Level 4 or above in IGCSE Mathematics: Specification A.
- Entry for Physics, Chemistry, and Biology at Higher Level requires grades 5-5 or above in IGCSE Science (Double Award) or the respective IGCSE Physics, IGCSE Chemistry and IGCSE Biology.
- Applicants without the IGCSE Physics, Chemistry and Biology (i.e. triple Sciences) qualifications are only advised to enrol in two Science subjects if they have achieved grades 8-8 or above in IGCSE Science (Double Award).
- Entry for Sports, Exercise and Health Science Higher Level requires a Level 5 or above in GCSE Physical Education.
- Entry to Language A (group 1): Applicants choose a language that is their mother tongue or one that they have many years of academic experience. The school offers English A: Language and Literature, Chinese A: Language and Literature, and School Supported Self-taught Language A.
- Entry to Language B (group 2): Applicants choose a language they have some academic experience in (for example, additional language at IGCSE), but it is not their mother tongue. The school offers Chinese B - Mandarin and English B.
- Beginner language learners: Applicants can take Japanese ab initio (additional cost). Other beginner languages may be offered depending on the availability of teachers and timetabling considerations. Applicants must not have studied the language before. They are unable to read/write and speak Japanese.
- Once GCSE/IGCSE results become available, they will be reviewed by the IB DP Coordinator. Where a student (internal and external) does not meet the entry criteria for his/her proposed programme of study, the IB DP Coordinator will arrange a consultation

meeting with the students/parents to discuss an alternative pathway at the earliest opportunity.

- Where GCSE/IGCSE results do not permit entry to the full IB Diploma, students (internal and external) will be offered the opportunity to complete individual IB courses.