



Admission policy

revised March 2022



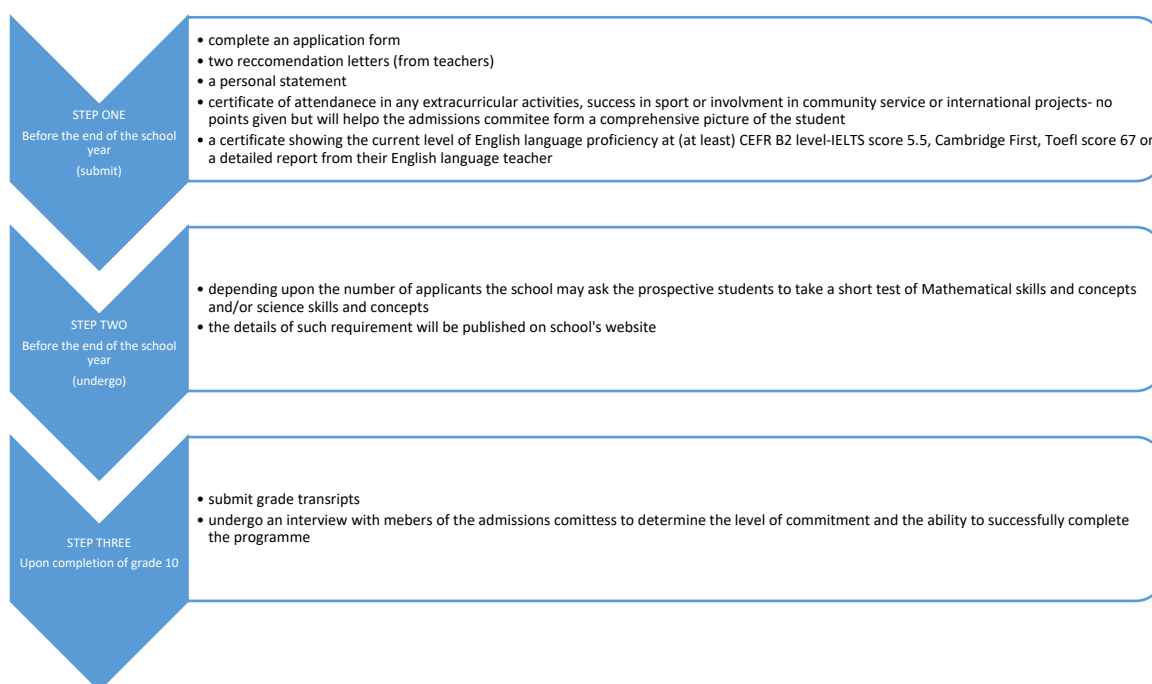
It is strongly recommended that parents consult the school's web page and the International Baccalaureate website before they apply for the IB DP programme to better understand the school, the curriculum offered, and the admissions process. It is also strongly recommended for the applicants to undergo the personalized pathway to the IB DP in III.gimnazija before they apply for the programme.

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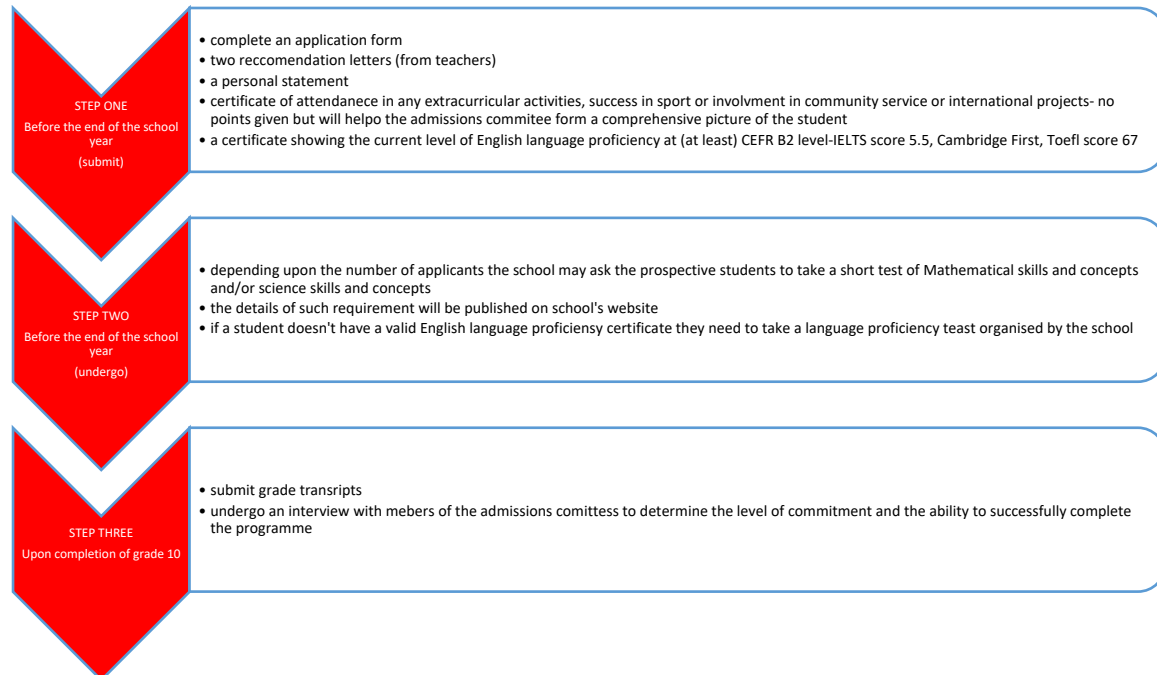
Admissions process for internal students

Internal students are strongly encouraged to express their wish to apply for the IB DP as early as possible to the DP coordinator and complete the *Personalized Pathway* to IB before applying to the program.



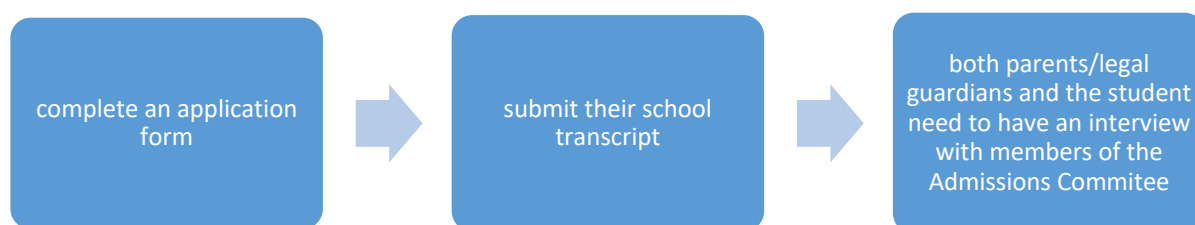
The school prioritizes students that have already been enrolled in III.gimnazija during their first two years and have completed them with success and exemplary behaviour. III.gimnazija students will be able to enter the IB programme provided that they gain promotion to 11th grade and achieve a mark of at least 3 (out of 5) in all the subjects to be taken. The school will also prioritize students whose schools have a memorandum of agreement with III.gimnazija and/or are continuing their studies in the IB programme.

Admissions process for external students



Admissions process for external students previously enrolled in IB MYP or DP

It is the practice of the IB to make its programmes available to all students from IB World Schools. Students who transfer from other IB schools are welcome. III.gimnazija will work closely with parents and other MYP and DP coordinators to ensure as smooth a transition as possible.



IB DP students from other schools are the only ones who can enrol in the programme in the ongoing school year.

Admissions timeline

The exact dates are determined by the school coordinator for each year. *Step one* documents should be submitted **no later than a month and a half before the end of the ongoing school year**. Tests in *Step two* will be implemented three **weeks before the end of the ongoing school year** at the latest. The interviews mentioned in Step three will be scheduled for **the first week after the end of the school year**. Grade transcripts should be added to complete the application no later than the first week of July.

Compulsory language support

Those students whose English language proficiency level is slightly below what is required, that is at minimum CEFR B1 or equivalent, may be admitted in case they meet all other requirements. They will also have to attend and pay language support lessons offered by the school. Students whose English language proficiency is well below level required, that is lower than CEFR B1 or equivalent, will not be admitted.

Transfers during school year

The school will accept transfer students from other DP programmes only.

Special Educational Needs

When declaring a learning disability, students and their parents must provide appropriate official documentation describing the difficulty and official recommendation as to how best support the student. The general rules of accepting students with learning difficulties will apply. Support for such students during the Programme will be within the TREMA Special Education Needs Policy.

When declaring a physical handicap, a judgment will be made as to whether the student can reasonably, safely and comfortably be accommodated in the building, in offsite facilities, and through the school's timetable after all reasonable adjustments have been made.

Equal opportunity

No student will be excluded by the IB on the grounds of race, nationality or national origin, ethnicity, culture, gender, age, sexual orientation, religious affiliation, political beliefs, disability or any other personal characteristic as prohibited by law. Schools must implement their duties under these rules in a manner that enables this practice to be upheld.

Course Selection

IB Diploma students choose 6 subjects, 3 at higher level and 3 at standard level, to study alongside Theory of Knowledge, the Extended Essay and the Creativity, Action and Service Program. IB Course students include a number IB classes in their course selection. All students work with the DP Coordinator, school counsellor and teacher recommendations on their course selections. For higher-level courses, it is recommended that students should have achieved a minimum subject mark of 4 (out of 5) in the 10th-grade end of year report for Croatian students and equivalent grade for students from other grading systems.

Subject availability

Parents may need to pay for tutoring or an online course if an appropriate subject or level is not available at III.gimnazija.

Learning contract

Upon the offer of a place in the IB DP programme each student must sign a learning contract indicating their awareness of the commitment to fulfil the rigorous requirements of the programme, be cooperative and open to self-development and meet the programme's academic deadlines.

While students are encouraged to enrol in the IB DP programme as full diploma candidates, this does not guarantee they will be successful in the programme as it requires a great deal of dedication, responsibility, hard work and collaboration.

Academic integrity contract

All candidates must sign an academic honesty contract indicating their commitment to the Academic integrity policy.

Admissions contract for parents

Parents of the prospective student must sign a contract indicating that they are familiar with school rules and policies and consent to adhere to them.

Admission committees

The final decision on the admissions is made by an admissions committee appointed by the school coordinator, made up of 5 members, the principal, two IBDP teachers, the school coordinator and the school counsellor. The members of the admissions committee are appointed on a yearly basis.

If needed, the admission committee may organise additional admission assessment for a particular subject elected by the student. This may be necessary in order to check special skills pertinent to the subject at issue (e.g. Theatre), or to check previous knowledge of elective courses. In that case the subject teacher involved in the assessment will become a member of the Admission committee.

Scholarships

Prospective students and parents will be advised about existing scholarships for students.

This policy may be revised each school year.