



CANADIAN INTERNATIONAL SCHOOL OF HEFEI

合肥加拿大国际学校

Admissions Policy

ADMISSION PROCESS

The Canadian International School of Hefei will accept applications from new students throughout the year. CISH admits students on the basis of "rolling admissions," taking completed applications in the order in which they arrive until no space remains in a given class.

Admission process is composed of 3 steps: application, student assessment and acceptance. Prior to being considered for admission to CISH, students must file a complete application and submit all documentation as required.

CISH Admission procedure is transparent and fully explained to the parents of prospective students.

GENERAL INFORMATION

CIS welcomes students from all over the world. We accept students based on their academic and social skills. The cut-off date for entry into each grade level is December 31st of the current year. If a Grade 1 student is born after this date, i.e. if the student was born on January 1st, then CIS will accept him/her at Grade 1.

CRITERIA FOR ACCEPTANCE TO CISH

1. Academic Skills and Academic Honesty

CISH is a university preparatory school that challenges students to meet the highest standards and expects each student to learn to their maximum potential. Based on previous school transcripts and reports, applicants must show their motivation to achieve successfully the high academic standards of CISH. Academic honesty and integrity is paramount at CISH, and academic misconduct will be dealt with according to the Academic Honesty policy. All prospective students and parents must read and be familiar with the CISH Academic Honesty policy, understand behaviours that contradicts this policy and resulting consequences.

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2. Social Skills

CISH is a learning community bound together by adherence to the principles of respect, responsibility and honesty. As such, CISH accepts only students whose past record demonstrates a clear commitment to these principles.

3. Physical or Learning Disabilities

CISH accepts students with mild learning disabilities and with certain physical disabilities. Nevertheless, CISH cannot accept students whose physical or learning disability is judged by our academic staff to be such that we cannot effectively educate the child. Please consult the CISH Inclusion policy for further details.

4. High School (Diploma Programme)

For applicants to Grade 11 and 12, applicants must show that they are prepared to undertake a rigorous curriculum and succeed at CISH. On acceptance, they will be required to take an Orientation Course in order to understand the programme and be successful at CISH. Several pathways exist for students entering grade 11. Options of study include full IB Diploma Programme students, IB Course Certificate students, and non-IB New Brunswick High School students.

For applicants to Grade 12, students coming from another IB DP school will be given priority, and dependent on whether their current courses are offered at CISH. Applicants from non-IB DP schools will be considered individually based on their previous academic abilities and skillsets to successfully graduate from CISH.

English Proficiency, Language Policy and Assessment Policy

We accept students from all nationalities. The primary language of instruction at CISH is English. All applicants in Grade 1 and above for whom English is not the primary language at home will be assessed to determine whether or not they should be enrolled in EAL programs. Afterwards, in conjunction with the principal, EAL coordinator, and English teacher, a decision will be made to determine if the candidate needs an EAL support program. In general, candidates who score below 4.5 on the English assessment (WIDA) will need EAL support.

For students entering CISH at the beginning of grade 11, those who score below 4.5 on the English assessment (WIDA) will be advised on a case-by-case basis regarding attempting the full IB DP. Students who score below 4.5 on the English assessment may be better suited as IB certificate students or New Brunswick high school diploma students. Students may attempt the full IB diploma if desired. In the event

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that the student is deemed unlikely to succeed or benefit from continuing in the full DP, certificates may be offered at that time. If the student is still challenged beyond their means in the certificate programme, New Brunswick high school credits will be offered with the opportunity to graduate with a Canadian high school diploma. Please consult the CISH Language Policy and CISH Assessment Policy for further information regarding language and pathways for student success at CISH.

ADMISSIONS INTERVIEW

Interviews may be scheduled between the family and the Head of School, Vice-Principal, and/or the relevant Coordinator, depending on the grade level. Interviews usually take place in person.

Each student's interests and questions are important to us. Applicants are encouraged to prepare a list of questions to ensure that we address the issues most important to them.

CLASS SIZE

The maximum class size at CISH is 25 students.

WAITING LISTS

In the case of a child being accepted to CISH but with no space available in the class, the child is placed on a waiting list.

Accepted students are placed on a waiting list in chronological order by date of completed application. Priority is given to:

- o CIS Alumni: returning students
- o Siblings: siblings of students already enrolled in the school

POLICY REVIEW

This policy will be reviewed annually by the pedagogical leadership team at CISH, with input from teaching leads and other staff, and upheld or edited as needed. This policy was last reviewed March, 2018.

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