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MISR
LANGUAGE
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MLS IB DP Admission Policy

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MLS IB DP Admission Policy

MLS Vision

MLS strives to create a supportive, co-operative and committed school community that works together to empower students with the motivation to learn, to develop their talents and acquire the qualities and skills necessary to become capable, productive and confident members of society.

The school is committed to developing within all learners a sense of responsibility for themselves, their nation, and the world in which they live. Through its diverse programs, MLS provides a variety of enriching experiences which encourage life-long learning, self-realization and occupational success.

MLS Mission

At MLS (Misr Language Schools), our mission is to cultivate responsible, empathetic, and disciplined young minds, preparing them to thrive in an interconnected world and become proactive contributors to humanity and the globe. Valuing compassion, care, diversity, growth mindset, and intercultural understanding, we provide a safe and supportive learning environment that fosters curiosity, creativity, and collaboration.

We believe in the unique potential of each learner to achieve excellence and make a positive impact. Inspired to pursue their passions, explore their interests, and discover their talents, MLS learners are empowered with the skills and attributes to act, express their opinions, and respect others.

Through MLS's diverse educational programs (National, British, American, and French Divisions) offering our learners a variety learning experiences, we promote lifelong learning, self-realization, and prosperous futures for our learners. Exposing them to diverse perspectives, cultures, and languages, we foster global citizenship and social responsibility.

In summary, MLS is dedicated to nurturing responsible, empathetic, and disciplined individuals who are equipped to excel in an interconnected world. We provide a safe and supportive learning environment that encourages curiosity, creativity, and collaboration, empowering learners to make a positive impact on humanity and the globe.

Purpose and Philosophy

Misr Language School's IB Diploma Program Admission Policy embodies the fundamental principles of the IB, emphasizing inclusivity, equitable access, and holistic student development. We are determined in our commitment to providing all students with an opportunity to engage in the enriching IB Diploma Program.

MLS Diploma Program Description:

- A. **Language of Instruction:** At MLS, language of instruction of the IB diploma program is English. It is a two year program for students aged 16 to 19.
- B. **Calendar:**
- School year starts beginning of September and ends in May. (Year 1: 162 contact hours) (Year 2: 136 contact hours)
 - School day consists of seven (one hour) sessions starting at 8:00 and ending 3:15
- C. **The curriculum**
- IB Diploma learners must choose one subject from each of the five groups (1 to 5), ensuring breadth of knowledge and understanding in
 1. Language
 2. Additional language(s)
 3. Individuals and Societies
 4. Experimental Sciences
 5. Mathematics.

Students must also choose either an arts subject from group 6, or a second subject from groups 1 to 5.

- DP subjects can be taken at higher level or standard level. At least three and not more than four subjects are taken at higher (240 teaching hours), while the other subjects are taken at standard level (150 teaching hours).

In addition, the program features three core elements

1. The extended essay (EE) asks learners to engage in independent research through an in-depth study of a question relating to one of the DP subjects they are studying.
2. Theory of knowledge (TOK): In this course, learners inquire into the nature of knowing and deepen their understanding of knowledge as a human construction.
3. Creativity, activity, service (CAS) involves learners in a range of activities alongside their academic studies throughout the program. Creativity encourages students to engage in the arts and creative thinking. Action seeks to develop a healthy lifestyle through physical activity. Service with the community offers a vehicle for new learning with academic value. The three strands of CAS enhance learners' personal and interpersonal development through experiential learning and enable journeys of self-discovery.

D. Orientations/ Informative Sessions:

MLS organizes several orientation sessions to inform interested students and parents about the program. It also offers two weekly slots for individual appointments to address any inquiries

Admission Process: (Internal, External and Transfer Candidates)

1. Application form to the school Admission Office: Diploma Program candidates and their parents/legal guardians are asked to complete an application form in which they provide personal information in relation to the admissions process only.
2. Previous school reports or records of achievements attached to application
3. Office of Head of School sets an appointment for an interview with student and parents: The candidates and their parents/legal guardians are required to meet first with the Head of School. The purpose of the meeting is to get acquainted with the philosophy and the general requirements of the IB DP especially in terms of English language command and academic achievement.

Required Documents:

Required documents for all prospective students: (Please refer to the School's Admission Steps and Conditions)

<https://mls-egypt.org/>

Admission Criteria and Rationale

1. Academic Achievement Records
 - **Minimum Cumulative GPA of 3.0 or equivalent:** Candidates must demonstrate robust academic performance, as evidenced by their Grade Point Average (GPA). This criterion ensures that students possess the foundational knowledge and skills necessary to thrive in the demanding IB curriculum.
2. Attendance and Behavior Records
 - **Consistent Attendance:** Regular attendance is pivotal for academic success. We expect applicants to have maintained satisfactory attendance during their prior academic years.
 - **Positive Behavior Records:** Applicants should exhibit exemplary conduct, adhering to our school's behavioral expectations. A history of respectful behavior contributes to a positive and conducive learning environment.
3. Placement Examinations
 - **Mathematics and English Proficiency:** To assess readiness, candidates will undergo placement exams in both mathematics and English. A passing grade of at least 70% is mandatory. These assessments inform appropriate course placements, ensuring that students are adequately prepared for the IB curriculum.

4. Diploma Programme Coordinator Interview with Applicants and Parents/Guardians

Expectations Clarification: The interview serves as an opportunity to discuss expectations, goals, and the IB philosophy.

Mutual Understanding: Through meetings, we foster mutual understanding, allowing families to seek clarification and gain insights into the IB experience. It also ensures that families fully comprehend the program's academic rigor and commitment.

5. Teacher Recommendations and Reporting

- **Teacher Endorsements:** We take into consideration teacher recommendations to understand each learner's strengths, areas for growth, and potential for success in the IB Diploma Programme. These endorsements provide valuable insights into a student's character, work ethic, and academic abilities.

6. Acceptance Contract:

Affirming IB Principles: Upon acceptance, the learner and their parents/guardians will sign a contract affirming their commitment to the IB principles. This commitment encompasses academic integrity, community service, and intercultural understanding. The contract also specifies the school's performance and achievement expectations for the program learner.

7. Attendance:

The learner must abide by the 90% attendance requirements. In case the student's attendance in any semester does not fulfill the program requirements

- A. First incident: Student and Parent sign a written warning
- B. Second incident: Student is put on probation
- C. Third incident: Student will be required to withdraw from the program

8. Counseling and Advising:

Once accepted, the learner meets with the school college counselor and the IBDP coordinator to discuss subject choice options for the colleges of interest.

9. Withdrawal:

- As per the Ministry of Education policies, withdrawal is only possible before year (2) of the program.
- In case a learner/ parent decides to withdraw during or at the end of year (1) of the program, a written request of two copies must be submitted to the program coordinator and the school student affairs office.
- Please refer to the school's policy regarding refunds.

Communicating the Admissions Policy

The IB Admissions Policy is available to all current and prospective students and families as part of the school website. Policies are also communicated to students and parents through orientation sessions at the start of each academic year.

Policy Review and Continuous Improvement

- **Annual Review:** Our Diploma Admission Policy is reviewed every year. This process ensures ongoing alignment with IB standards and ensures our commitment to equitable access and excellence.

Bibliography:

: *ibo.org Diploma Program From principles into practice (for use from August 2015)*

www.ibo.org/globalassets/new-structure/become-an-ib-school/pdfs/programme-standards-and-practices-2020-en.pdf

Appendix 1



MLS IB DP Contract

To uphold the IB Diploma Program at Misr Language School, the following standards for attendance, achievement and conduct have been established.

Student Statement of Commitment:

As a full diploma candidate, I understand the following program components listed below and agree to adhere to them:

- I understand that the IB program is a rigorous pre-university two-year course of study that leads to examinations.
- I agree to follow the guidelines and complete expected requirements of six subjects (3 HL & 3 SL or 4HL & 2 SL) including CAS (Creativity, Activity, Service), the Extended Essay (EE) and Theory of Knowledge (TOK)
- I pledge to work seriously to improve my writing skills, which involves writing, editing, revising, and asking for authorized assistance
- I will maintain a satisfactory grade (75-100) for all courses for each semester. Averages resulting below a C average will be evaluated and a student will be placed on a plan.
- I will actively seek assistance and/or tutoring when having academic problems
- I must stay in good academic standing and will strive to work to full potential
- I must have at least a 90% attendance rate in each IB course.
- I agree to participate fully in all required IB activities, both inside and outside the classroom.
- I accept that a significant amount of work will be independent.
- I will strive to manage time efficiently
- I understand what academic honesty is and understand the consequences of not fulfilling the expectations.
- I am determined to meet intermediary and final deadlines of progress on the IB Program Components

Printed Name: _____ Signature: _____ Date: _____

Parent/Guardian Statement of Commitment:

I understand and commit my full support to my child's participation in the IB Diploma Program at MLS. I will

- Attend parent meetings and other IB events
- Initiate and respond to communication with my student's IB teachers
- Meet any exam fee obligations for the IB Diploma exams
- Review each progress report with my child and contact the appropriate teacher if concerned

Parent/Guardian Signature: _____ Date: _____

Appendix 2



IB DP Subject Selection Form

As per the IB diploma program requirements, learners are required to complete the following:

- I. **Three core subjects**
 - A. TOK (Theory of Knowledge)
 - B. CAS (Creativity, Activity and Service)
 - C. EE (Extended Essay)

- II. Learners must also study a total of six subjects with a minimum of three High Level and a maximum of 4 High level. The rest will be studied at the standard level.

- III. Learners must study one subject from each of the following five groups:

- IV. Subjects offered at MLS.
Please refer to the subjects' overview for more details of each subject.

MLS Course Offerings:

MLS IB DP will be administering regular surveys to prospective students/parents to determine the subjects of interest to be offered.

Please select one subject only from each group:

Group 1: Language A (E1)

- Literature and Performance (SL)
- Language and Literature (SL)
- Language and Literature (HL)

Group 2: Language B

- Spanish Ab Initio (SL)

Group 3: Individuals and Societies (E2)

- Business Management (SL)
- Business Management (HL)
- Economics (SL)
- Economics (HL)
- History (SL)
- History (HL)

Group 4: Science (E3)

- Biology (SL)
- Biology (HL)
- Chemistry (SL)
- Chemistry (HL)
- Physics (SL)
- Physics (HL)

Group 5: Mathematics

- Analysis and Approaches (SL)
- Analysis and Approaches (HL)

And a sixth subject of your choice from the following: (E4)

- Literature and Performance (SL)
- Business Management (SL)
- Business Management (HL)
- Economics (SL)
- Economics (HL)
- History (SL)
- History (HL)
- Biology (SL)
- Biology (HL)
- Chemistry (SL)
- Chemistry (HL)
- Physics (SL)
- Physics (HL)

Fill in the following table with your subject choice:

Group	Subject	HL or SL?
1		
2		
3		
4		
5		
6		