

Collegio San Carlo IB DP Admissions Policy 2024-2025




COLLEGIO
SAN CARLO

Esiste un grande
eppur quotidiano mistero.
Tutti gli uomini ne partecipano,
ma pochissimi
si fermano a rifletterci.
Quasi tutti
si limitano a prenderlo come viene
e non se ne meravigliano affatto.
Questo mistero è il **tempo**.
Perché il tempo è vita.
E la vita dimora nel cuore.

M. Ende, *Momo*

**C'è un
tempo
per ogni
cosa...**

Qoelet 3,1

a.s. 2024 - 2025

This document refers to the submission of all assignments, internal and external assessments and all examinations for the IB Programme at Collegio San Carlo.

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CSC MISSION STATEMENT

Our educational mission is based on a key idea: to offer our students the essential stimuli to develop and achieve their natural potential and to develop open-mindedness, intellect, reasoning and reflection. We aim to create a stimulating environment which encourages and motivates young people to achieve their best each and every day.

To prepare students for the challenges of an increasingly diverse and complex world and ensure they become life-long learners and informed participants in local and international affairs we seek to:

- Provide them with a solid foundation in knowledge, competencies and critical thinking skills.
- Foster an understanding and respect for principles and moral values by appreciating the richness of the beliefs and cultures of others and encouraging respect for one's self and others, individual freedom and the common good.
- Stimulate curiosity, creativity and the use of the imagination.
- Cultivate motivation, independence and self-confidence.

CSC IB DIPLOMA ADMISSIONS POLICY

CSC is a co-educational Italian, Catholic private fee-paying school which welcomes international students and students of different faiths. Admission to the school reflects its mission statement, educational philosophy, and the school's historic and distinctive character. Admissions to the IB Diploma Programme at CSC are categorised as follows:

- Internal students moving up levels within the school
- External students
- Students transferring mid-programme from another IB Diploma Programme school
- Families transferring at short notice

The aims of the admission policy are to:

- Ensure that all aspects of the admissions process and procedures reflect the school's ethos
- Provide the school community and prospective families with the rationale which underpins application and admission decisions
- Encourage diversity within the IB Diploma Programme student population by having a balance between internal and external students
- Differentiate between the different types of admission eg. internal students moving up levels within the school, external students, families relocating at short notice, students with additional needs and students transferring mid-programme
- Outline the procedures and personnel involved in the different facets of the admissions process
- Uphold the constitutional and legal rights of all applicants in a spirit of inclusivity
- Communicate that the school reserves the right to decide on special cases as the need arises.

Expectation of families and school administration

Families should:

- Provide the school with all requested documentation and information
- Not conceal any pertinent information which has a bearing on the admission process
- Be available to meet with the admissions team to discuss the entrance test results.

The school should:

- Ensure that families are familiar with the admissions policy and expectations for students
- Give families comprehensive information about the IB Diploma Programme at CSC
- Process applications quickly and efficiently
- Discuss additional needs with families to ensure that they can be addressed appropriately
- Implement the admission policy transparently and openly
- Observe all constitutional and legal requirements, keeping the student at the centre of the process.

ADMISSIONS PROCEDURE FOR THE INTERNATIONAL BACCALAUREATE DIPLOMA PROGRAMME

Admissions Personnel:

School Rector: Don Alberto Torriani

IB Diploma Programme Principal and Co-ordinator: Anne Hallihan

IB Diploma Programme Admissions Officer: To be confirmed

Admission requirements:

Admission to the International Baccalaureate Diploma Programme at CSC reflects the CSC mission and ethos, its general admissions policy and the IB Learner Profile which requires students to be Inquirers, Knowledgeable, Thinkers, Communicators, Open-minded, Balanced, Principled, Caring, Risk Takers and Reflective.

- The IB Diploma Programme is generally aimed at students between 16 – 19 years of age, however exceptions can be considered on a case-by-case basis
- To meet most country requirements for graduating from secondary school and university admissions requirements, students must have completed twelve years of formal education by the time they have completed the IB Diploma Programme
- As English is the language of instruction in the IB Diploma Programme at CSC, students need to have at least a B2 level of English in accordance with the Common European Framework of Reference for Languages (CEFR). In most cases, the student's report provides the initial evidence of their English language proficiency level, but students are invited to submit proficiency test results (eg. Cambridge First Certificate (FCE)), as supplementary evidence.
- The IB Diploma Programme at CSC welcomes internal and external students and endeavours to have a good balance between both to ensure a more diverse cohort.
- To ensure that all potential applicants and their families are fully aware of the demands and requirements of the IB programme as well as having a good understanding of its aims and objectives, attendance at an IB Diploma Information Session is mandatory.

When can students join the IB Diploma Programme at CSC?

- Collegio San Carlo students can apply for a place in the Diploma programme directly after year two in the secondary school if they are studying in the Liceo Internazionale per l'Intercultura (LII).

- Students from the other licei generally enter the programme after year three as they are coming from a five-year programme. The Department of Education prefers students who begin a five-year programme to graduate after five years, but there have been no repercussions for students who enter after the second year.
- Students attending international schools or school systems from other jurisdictions will generally enter the programme for the final two years of their secondary school education.
- Transfer students who wish to join the programme in the second year are considered on a case-by case-basis.
- The CSC Admissions Policy operates in conjunction with its Inclusion Policy.

The initial point of contact is the IB Admissions Officer who organises the documentation, testing and schedules the interviews. In circumstances where students cannot attend the scheduled information sessions or entrance examinations, arrangements can be made for them to be done remotely at the student’s present school or an individual entrance examination can be arranged.

Application Process

Step 1	Register for, and attend, the IB Diploma Programme Information Session
Step 2	Upload application documentation on the admissions portal (July – Sept.) <ul style="list-style-type: none"> - application form - personal statement - final report from this academic year - supporting documentation (language proficiency tests etc.) - GDPR documents
Step 3	Admissions tests and interview <ul style="list-style-type: none"> - For internal students, these generally take place in September/October - Admissions tests are done on a rolling admissions basis for external students <p>The tests consist of a</p> <ul style="list-style-type: none"> - 45-minute handwritten essay on a prescribed topic - 50 minute computer-based test on logic, vocabulary and maths (mental maths) - 20-minute interview regarding motivation to do the IB and knowledge of the programme
Step 4	Restitution of test results
Step 5	Information relayed to the rector who gives the final decision
Step 6	Acceptance and payment