



SPOJENÁ ŠKOLA

Gymnázium Jura Hronca a Základná škola Košická

Novohradská 3, 821 09 Bratislava



ADMISSION POLICY

General information

In 2005, Gymnázium Jura Hronca (GJH) and Základná škola Košická (ZŠ) has joint to form Spojená škola Novohradská. Our school is an International Baccalaureate (IB) Continuum school offering admission to three IB programmes:

- **The Primary Years Programme (PYP)** for students aged 6 to 11.
- **The Middle Years Programme (MYP)** for students aged 11 to 17.
- **The Diploma Programme (DP)** for students in the final two years of secondary school, aged 17 to 20.

Based on the type of enrollment, applicants have to be registered after submitting:

- either an **application form** for enrollment in I. PYP or 3 IBD. Application form valid for the respective admission is posted on www.gjh.sk at least one month before the registration deadline.
- or the **request of transfer** for other classes of II. - V. PYP, pre-MYP - V. MYP, 4 IBD.

A template for such a request is offered on:

<https://www.gjh.sk/o-skole/pre-zaujemocov-o-studium>

Applicants can submit the application form or the request of transfer:

- via **email** sent to: (surname_of_the_head_of_the_international_school)@gjh.sk or vedenie@gjh.sk
- **personally** to the Head of the International School, the programme coordinators or to our IB Secretary.
- via **post** sent to school address to Spojená škola Novohradská, Novohradská 3, 821 09 Bratislava.

Parents/ Legal guardians and students interested in enrollment in IB programmes at Spojená škola Novohradská, find all necessary information on admission on the school's website www.gjh.sk. They can contact the Head of the International School via email or phone, or can request a personal meeting at our school in order to find out more about IB at GJH.

Admission and academic honesty policy

Academic integrity is part of being “principled”, a learner profile attribute where learners strive to “act with **integrity** and **honesty**” and reflect all five fundamentals - ‘honesty, trust, fairness, respect and responsibility’. (*Guide to programme evaluation*, IBO 2020, p.29). The applicants act with a strong sense of **fairness** and justice, and with **respect** for the dignity and rights of students and school workers. Applicants take **responsibility** for their actions and the consequences.

Acting with Academic integrity means that the school ensures that the admission and transfer procedures are transparent, fair, **just** and consistent. We understand that it describes the rights and responsibilities of all members of the school community so that everyone understands what constitutes good practice, and misconduct, and what actions are to be taken if there are transgressions.

Academic integrity relates to academic work which can be defined as follows: Any work submitted by a student which will be used for academic assessment. e.g. a test. Academic work can be in electronic, written or oral form.

Admission and assessment policy

Admission procedures and transfer procedures are conducted by teachers of the school’s IB programmes who create written and oral tests in accordance with the school’s admission and assessment policies. The tests contain curriculum-based, age-appropriate tasks which are relevant for applicants to the respective grades of PYP, MYP, IBD and reflect the level of knowledge and skills required from the applicants in order for them to be successfully integrated in the learning process in the IB programme. The assessment provides direction for teachers, students, parents and the administration. It is sensitive to cultural, racial, physical and gender differences.

Admission and inclusion

The school accepts children without discrimination of gender, religion, race, sexuality or nationality. Admission of candidates with special needs requirements are to be dealt with on an individual basis, as e.g. some of the school’s sections are not easily accessible by a wheelchair.

Admission and language policy

Every student with acquisition of English at an EAS (Early Acquisition Stage from The English as an Additional Language Continuum) can be enrolled in the PYP English section (see the Admission Policy for PYP English section). Every student with acquisition of Slovak language can be enrolled in the PYP (see the Admission Policy for PYP Slovak section). Every applicant for enrollment in the MYP and DP should be fluent in English language. The English language tests for the applicants consist of vocabulary, language in use, grammar and writing parts.

ADMISSION PROCESS TO PRIMARY YEARS PROGRAMME

The school offers the PYP in two sections:

- the English section with the language of instruction is English
- the Slovak section with the language of instruction in Slovak.

Admission procedure to I. PYP

General info:

- the parents/legal guardians have to fill out and submit a PYP application form in accordance with the school's instructions to the admission procedure,
- instructions and application form to the admission procedure are posted on the school's website in January of the respective calendar year,
- the closing date for the collection of application forms is approximately one month before the admission date,
- the school prepares and sends out the invitations to parents/ legal guardians via email together with the required information on the organisation of the admission date,
- the admission procedure into both PYP sections happens on the same date agreed by the school management in advance,
- the date is set up for the beginning of June so all children with compulsory schooling in Slovakia have already been accepted to their respective local schools or elsewhere,
- the child can apply either for the English section or the Slovak section.

The requirements for the pupil to be eligible to apply for PYP are:

- the child reaches the age of 6 years until the end of August of the respective year,
- the child does not currently attend any school in an equivalent of Grade 1 according to the Slovak National Schooling System,
- the student has been registered at and accepted to a local school or elsewhere and therefore already has a schooling option, in line with the schooling regulations,
- for the parents/legal guardians who plan to submit an early schooling request, it is essential to provide an approving recommendation by CPP (Centrum poradenstva a prevencie), as well as from the child's GP,
- For children with a postponed compulsory schooling for the ongoing academic year, the parents/legal guardians need to provide an issued proof of postponed compulsory education.

Entrance requirements for I. PYP

The admission procedure is conducted in the language of instruction of each section and concentrates on the three main parts – the ability to communicate and follow instructions in

English, school readiness, and general abilities to follow multi-step instructions. Pupils are not expected to be able to read or write.

In the English section, the requirements are:

1. Identify basic colours and shapes.
2. Know the spatial positioning and directions words.
3. Use basic concepts to make comparative judgments and a comparison to a standard.
4. Use basic concepts to group or classify by one or more characteristics.
5. Use basic concepts for ordering.
6. Understand directions that include more than one concept.
7. Follow one and two step instructions. Work independently.
8. Be able to carry out a conversation in English.
9. Follow the basic requirements for school readiness.

During 60 minutes, the children sit two parts of a pen and pencil test, for both parts they receive points. The children will then stay in the classroom and have a small conversation with the teacher. Conditions about which requirements have to be fulfilled in order for the children to be invited for the interview will be specified in the invitation letter sent to parents via email in May of the respective calendar year. The interviews are organised at the school premises on a different day during the upcoming week after the pen and pencil test have been written. Parents/ legal guardians are informed about whether their child was invited to the interview via email.

Parents/ legal guardians are informed about the final results (under codes) of the whole admission procedure on the school's website within 14 days.

Parents/ Legal guardians of the first 20 (in the English section) and the first 22 (in the Slovak section) most successful children will receive an acceptance letter to the school's PYP.

Parents/ Legal guardians have a right to inform the school about their decision to enrol their child or not till 31st August of the respective year, preferably, by the end of June.

In the Slovak section, the requirements are the same except for Nr. 8 since the Slovak PYP does not include interviews as a part of the admission procedure.

Transfer to I. PYP – V. PYP

For transfer to I. PYP - V. PYP, it is required to complete and submit the request for transfer via email to (surname_of_the_head_of_the_international_school)@gjh.sk or vedenie@gjh.sk, hand in personally to the school administrators or the secretary, or sent to school address. The request is valid till the end of the respective school year. In case no transfer takes place during the school year, it is necessary for the applicants to apply again. A template for such a request is offered on: <https://www.gjh.sk/o-skole/pre-zaujemocov-o-studium>.

If there is a free spot open for a new pupil in the respective class in the respective school year, all applicants will be invited for a transfer exam from subjects agreed by the administrators in advance, all in accordance with the school's policies.

See curriculum outline from Mathematics:

https://gjh.sk/o-skole/program-myp-english/pyp-aj/pyp-at-gjh/Programme_outline_-_Mathematics.pdf

ADMISSION PROCESS TO MIDDLE YEARS PROGRAMME

Students from the school's V. PYP class of the English section automatically continue their studies in our pre-MYP class without taking any entrance examination.

Admission to pre-MYP – V. MYP

For admission into pre-MYP - V. MYP, it is necessary to complete the request for transfer posted on our website. After sending the request to our MYP coordinator to (surname_of_the_MYP_coordinator)@gjh.sk or the Head of the International school (surname_of_the_head_of_the_international_school)@gjh.sk or to vedenie@gjh.sk, the request will be registered. The parents/ legal guardians will be sent information about the venue, together with the invitation for the transfer examination from English language and Maths. The transfer examination can include a short interview. Parents/ Legal guardians will be notified of the admission decision shortly, after the test results are reviewed. To pass the English exam the students need to be fluent and competent in English language and thus be at the same level as other students in the respective class. Applicants can apply for the entry throughout the entire school year. Professional MYP staff of Spojená Škola Novohradská will make the final decision on the child's acceptance and proper placement based on the results of the transfer examination.

In order to identify which grade is suitable for the child to apply for, the MYP team follows the division below and also consults which grade the child has been attending and what syllabus they have been following.

Division of grades in MYP vs national programme vs 8-year grammar school:

- age 11-12 -> pre-MYP = 6th grade = prima
- age 12-13 -> I. MYP = 7th grade = sekunda
- age 13-14 -> II. MYP = 8th grade = terciá
- age 14-15 -> III. MYP = 9th grade = kvarta
- age 15-16 -> IV. MYP = 1st grade of secondary high education = kvinta
- age 16-17 -> V. MYP = 2nd grade of secondary high education = sexta

ADMISSION PROCESS TO DIPLOMA PROGRAMME

Admission to 3 IBD

Students must complete and submit an application form which is published on the school's website in January of the respective calendar year. The deadline for application delivery is usually set for the end of February of the respective calendar year. After the application form has been submitted, the students are invited for the entrance examination to Spojená škola Novohradská which usually takes place in March or April of the respective calendar year. The exact date may change from year to year with respect to Easter Holiday as well as to admission to other programmes our school offers. The applicants are sent an invitation letter with their unique code. Students continuing their studies from the school's MYP submit an application form as well.

The entrance examination to the DP will take place at Spojená škola Novohradská at one date only. The students, who are currently located abroad, will be allowed to participate externally at the school they are currently studying and under the supervision of a pedagogical supervisor. The process has to be agreed with the DP coordinator in advance.

Admission to 4 IBD

In case of a free spot in 4 IBD classes, applicants must complete and submit a request for transfer. We accept students who have completed their studies in 3 IBD in other IB authorised IB World schools and whom we can offer the same subjects they studied in their 3 IBD.

Admission criteria

Based on the authorisation of the Ministry of Education of the Slovak Republic MŠ SR č. 438/94 and the agreement of the Ministry of Education of the Slovak Republic MŠ SR č. CD-2008-16388/35487-1:912 each school year, we open one new class for 24 students from other than our school's MYP programme. Generally, those 24 students might be students of the 2nd or 3rd grade of 4-year grammar school, sexta and septima, 6th or 7th grade of 8-year high school or 3rd and 4th year of the bilingual high schools with national curriculum or students of schools with similar or other international school systems.

Note: In case of a severe breach of the School Code of Conduct of the students in their previous studies, the applicant may be denied acceptance.

The content and the form of the entrance examination

The entrance examination consists of Part 1 and Part 2. Mathematics examination and English

language examination, both being written tests in Part 1, are compulsory. Each examination takes 60 minutes. Part 2 is a student's personality profile which includes their previous study achievements, extracurricular activities and their teacher's reference and recommendation. Points reached in both parts are calculated resulting in the final score.

School's MYP students sit the same entrance examination Part 1 together with other applicants on the same date. In addition, completion of their Personal Project (PP) in V. MYP, external assessment of the PP conducted by IBO examiners and a receipt of minimum grade 3, are compulsory for these MYP students to continue in school's DP.

ENGLISH LANGUAGE:

The entrance written exam in English tests the applicant's abilities in reading comprehension and his knowledge of grammar and lexis on the upper-intermediate level. The aim of the test is to verify that the applicant will be able to manage the demanding study of different subjects in English.

MATHEMATICS:

The test will cover material taught at primary school and also the first one and a half year of the Slovak grammar school curriculum:

Basic manipulation of algebraic expressions. Concept and notation of sets. Operations on sets: union and intersection. Prime numbers and factors. Definition of absolute value (modulus). Number systems: natural numbers, integers, rationals, irrationals and real numbers. Intervals. Definition of a function and its properties. Linear and quadratic functions, their graphs and properties. Solution of linear and quadratic equations and inequalities. Counting principle, permutations and combinations. Geometry of a plane. Geometrical transformations: translation, reflection, rotation, enlargement. Congruence and similarity. Definition of the functions: $\sin x$, $\cos x$, $\tan x$, their graphs and properties. Solving triangles including compound shapes.

The test will be available in English.

The assessment of the entrance examination

The student is considered to pass Part 1 when they achieve at least 30 % in each examination, or at least 90 % in the Mathematics examination and at the same time at least 20 % in the English language examination of the maximum reachable points. Part 2 will be assessed only for those students who have passed Part 1 successfully. The first 24 students with highest scores will be offered a place in the IBDP for the following school year.

Results of the entrance examination

The results of the entrance examination will be published on the entrance door of the school

building from Prievozská street as well as on the school's website www.gjh.sk, <http://ib.gjh.sk> under codes provided to students in the invitation letter. The expected date of the publication of the results is May of the respective calendar year. By the end of May, each student or parent/legal guardian will receive a letter with the examination results. Each student/parent/legal guardian is asked to confirm their interest and acceptance of the place offered in the IB DP for the next school year. Altogether, the final number of the 3 IBD students is usually up to 54.

Transfer to 3 IBD - 4 IBD

For transfer to 3 IBD - 4 IBD, it is required to complete and submit the request for transfer via email to (surname_of_the_head_of_the_international_school)@gjh.sk or vedenie@gjh.sk, hand in personally to the school administrators or the secretary, or sent to school address. The request is valid till the end of the respective school year. In case no transfer takes place during the school year, it is necessary for the applicants to apply again. A template for such a request is offered on: <https://www.gjh.sk/o-skole/pre-zaujemocov-o-studium>.

Transfer to DP is possible only if there is a free spot open for a new pupil in the respective class in the respective school year and the student has chosen and studied subjects which our DP offers in that respective school year as well. All applicants will be invited for a transfer exam from subjects agreed by the administrators in advance, all in accordance with the school's policies.

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