

## KIS Diploma Program Information Handbook for Parents and Students

### Control of this document

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## KIS Diploma Program

In 1929 Kodai School established a four-year American High School program and was accredited by the Middle States Association of Schools and Colleges in the US in 1968. Later in 1976 Kodaikanal International School became the first school in India and the second school in Asia to adopt the International Baccalaureate Diploma program with thirty-two years of proven experience.

KIS is unique in offering the IB Diploma program in parallel with the KIS Diploma. The IB Diploma program is fully integrated with the KIS Diploma which must be taken by all students from grade 9 to 12. However, students have the option of also doing the full IB Diploma or taking IB certificates in certain subjects if desired alongside the KIS Diploma. The IB curriculum is followed for the KIS Diploma thus ensuring their effective integration with one another.



Apart from satisfying the rigorous IB requirements, the IB Diploma students also need to satisfy additional requirements for the KIS Diploma which are (in Grade 11 and 12 combined).

- FAPA (5 credits in Grade 11)  
Any subject in Group 6 meets this requirement
- Social Experience class plus involvement outside of school hours (20 hours per year, 10 each semester)
- Health and Physical Education (2.5 credits per semester)
- Religious Education (2.5 per year,) However TOK I and II are accepted in lieu of RE 12.  
*World Religions PSL/SL covers this requirement*

Thus the full IB diploma graduates are also awarded the KIS Diploma on successful completion of the given requirements.

For approximately 500 students coming from around the world, KIS offers a large variety of second languages at various levels in keeping with its philosophy of promoting international mindedness.

The KIS Diploma offers additional subjects other than those offered through the IB program such as:

- Second Language - Dzongkha/Cultural Tamil (for Beginners)
- Social Studies – International Studies (one year)
- Religious Education - Life and Spirituality and RE 12
- FAPA
  - Fine Art: Advanced Art, Art Application: Architecture & Design,
  - Performing Arts: Drama, music individual lessons + practice (Piano, Woodwinds, Brass, Percussion, Voice, Strings, Classical Guitar, Veena, Carnatic Vocal, Tabla and Indian Dance\*depending on teacher availability) Choir / Band / Orchestra at general and advanced levels (audition may be required)
  - Practical Arts, Baking/Indian Cooking/International Cooking,
  - Media Arts - Journalism/Yearbook/Photography
- Physical Education/Health
- Social Experience

# KIS Diploma Academic Philosophy

## KIS Graduation Goals

Kodaikanal International School believes that graduating students should demonstrate:

### Thinking, knowledge and understanding by:

- Acquiring core knowledge in the areas of mathematics, physical and life sciences literature, social studies and religious studies
- Applying knowledge and understanding to identify and address complex problems
- Justifying one's views and actions with reasonable, intelligible arguments



### Skills and work habits necessary for learning by:

- Using techniques, tools and technology in a wide variety of situations
- Organizing time and resources to accomplish goals, both individually and as part of a team
- Valuing the process as much as the product of one's work

### Communication skills by:

- Reading, writing, listening and speaking effectively in at least two languages

### Skill in developing and maintaining well-being by:

- Being able to care for oneself physically and emotionally
- Accepting the challenge to grow spiritually

### Aesthetic sensitivity and expression by:

- Developing and expressing oneself creatively and imaginatively
- Being sensitive to aesthetic quality in the arts and in one's own work

### Attitudes and social interactions conducive to peaceful, purposeful and joyful living by:

- Thinking and acting independently
- Living with and for others
- Demonstrating empathy and respect for others
- Taking responsibility for one's own actions
- Demonstrating an understanding of and concern for the environment
- Understanding structures that perpetuate injustice, violence and oppression in society, between societies, between nations, religions and cultures; perceive one's own place within these structures

# KIS Diploma Academic Policy

## Introduction

KIS High School offers a challenging academic program. Emphasis is laid on holistic student development and individual attention provides the supports necessary to meet the physical, emotional, spiritual and social needs of all students. Kodaikanal International School is unique in offering the IB Diploma program in parallel with the KIS Diploma since 1976. The IB Diploma program is fully integrated with the KIS Diploma which is accredited by the Middle States Association of Schools and Colleges. The KIS Diploma must be taken by all students from grade 9 to 12. However, students have the option of also doing the full IB Diploma or taking IB certificates in certain subjects if desired alongside the KIS Diploma. The IB curriculum is followed for the KIS Diploma thus ensuring their effective integration with one another.



- KIS Diploma has been US accredited by the Middle States Association of Schools and Universities, Philadelphia (MSA) since 1968 and has been recognized by the Association of Indian Universities since 1981 allowing KIS graduates direct entry to Indian universities (+2 secondary education).
- KIS has been offering the International Baccalaureate (IB) Diploma program since 1976 and was the first IB world school and international school in India, as well as among the first 20 schools in the world to take on this exciting program.

### KIS Diploma: Grades 9 – 12

KIS Diploma credits are accumulated over 4 years (grades 9 – 12). Middle School students taking the IBO Middle Years Program (grades 6 – 10) start acquiring credits during grade 9 which are then transferred to High School at the beginning of grade 11.

The table below shows the credit requirements in various subject areas.

Students select required courses in consultation with KIS High School / IB Diploma Coordinator, Careers & College Advisor and their advisors. Credits are given for passing courses plus community service hours and at least 1 “mini” hike to graduate and receive the KIS Diploma.

### Credit Requirements

KIS High School graduation is defined in terms of credits leading to the awarding of the KIS Diploma. These credits only apply to subjects taken in grades 9 to 12.

The minimum total credits required to receive the KIS Diploma is 260 with a minimum of 60 credits required per year. Students select required courses in consultation with KIS High School/IB Diploma Coordinator, Careers & College Advisor and their advisors. Credits are given for passing courses and students are required to have a total of 260 credits (plus PE credits and community service hours) to graduate and receive the KIS Diploma.

Each course is assigned either 5 or 2.5 credits per semester depending upon how many hours the class meets per cycle. Students are awarded these credits upon successfully passing the course work required. For example, 40 credits required in English means students must take 8 semesters of English over a 4-year period (earning 5 credits per semester or 10 credits per year. 10 credits = 1 Carnegie unit).

Credit requirements for the KIS Diploma are as follows:

	Grades 9-12	Grades 11-12
English	40	20
Mathematics	30	10
Science	30	10
Second Language	30	10
Social Studies	30	10
Religious Education	15	5
Fine & Practical Arts	25	5
Health and Physical Education	20	10
Techology/Electives*	40	20 (electives)
<b>Total</b>	<b>260</b>	<b>100</b>

\*Elective refers to any credits earned above the subject specific requirements.

Plus:

- 3 credits for Personal Project in grade 10
- Social Experience requirements
- Mini hike requirement (1 hike at beginner level, mini or A hike)



## Credit Transfer Policy

Students who transfer to KIS in grades 9 - 11 are given 30 transfer credits per semester for work done in their previous Schools.

English	5
Mathematics	5
Science	5
Second Language	5
Social Studies	5
Religious Education	2.5
Health and Physical Education	2.5
Technology	2.5
VAPA (Visual and Performing Arts)	2.5



Transfer students are not required to make up required courses from previous years. For example, a student coming into grade 10 does not need to take grade 9 Religious Education (RE) and so needs only 10 RE credits to graduate.

Fine & Practical Arts (FAPA) credits for transfer students joining KIS in:	
Grade 9	25 FAPA credits
Grade 10	15 FAPA credits
Grade 11	5 FAPA credits
Grade 12	2.5 FAPA credits
Religious Education (RE) credits for transfer students joining KIS in	
Grade 9	15 RE credits
Grade 10	15 RE credits
Grade 11 and 12	For KIS diploma - 5 RE credits (one each in 11/12) For IB diploma - 2.5 RE credits (one in 11) with TOK I and TOK II (in lieu of second RE) Or World Religion in lieu of both

Requirements that are waived, for example students joining KIS High School after first semester of Grade 10 is not required to do the personal project.

## Credit Requirements

### Required Courses

Each grade of this program has compulsory courses to be taken from the following departments:

#### Grade 9

- Language A
- Language B
- Humanities 9
- Mathematics 9
- Science 9 (Biological Science/Earth Science)
- Technology
- Arts
- Health and Physical Education
- RE



#### Grade 10

- Language A
- Language B
- Humanities
- Mathematics
- Sciences- Bio/Chem/Physics (Ens.Sci)
- Technology
- Arts
- Health and Physical Education
- RE

#### Grade 11

- English
- Mathematics
- Science
- Second Language
- Social Studies
- Health and Physical Education
- Religious Education (Life and Spirituality)
- Social Experience
- Fine & Practical Arts

\*\*\*A total of 6 core (5 credit subjects) is required in each semester

#### Grade 12

- English
- RE 12 (unless taking TOK II)
- Social Experience

- Health and Physical Education (up to start of Mock Exams in Grade 12, for IB DP students, or start of 4th Quarter, as decided by PE Dept programming)
- Electives
- Critical Thinking may be required for student who did not take TOK II, - in the last semester of Grade 12
- Any other 4 Core subjects (5 credit courses) of the students choice (other than English) as a minimum of 5 core subjects must be taken in every semester, plus 2 FAPA electives per semester, in lieu of the 6th Core subject, in cases where the student opts for only 5 Core subjects.

We recommend that students intending to compete by merit for seats in Indian engineering and medical colleges plan to take tutorials following graduation from Kodaikanal International School to prepare for entrance exams. They may not have time for these tutorials during their senior year.



## High School Assessment Policy

Academic progress is internally assessed and letter grades are awarded.

### **KIS Assessment period and assessment weightage:**

KIS academic year is divided into 2 semesters:

#### **Semester I:**

- Quarter 1 – 40% weightage
- Quarter 2 – 40% weightage
- Semester I Exam – 20% weightage

#### **Semester II:**

- Quarter 1 – 40% weightage
- Quarter 2 – 40% weightage
- Semester II Exam – 20% weightage

## **Nature of Assessment**

**KIS gives 80% weightage for the formative assessments in the two quarter assessments and 20 % for summative assessment which consist of an examination at the end of each semester.**

## **Quarter Assessments**

**The quarter assessments are based on the continuous assessment system, following the criterion referencing.**



## What is Continuous Assessment?

Continuous assessment is a classroom strategy implemented by teachers to ascertain the knowledge, understanding, and skills attained by pupils. Teachers administer assessments in a variety of ways over time to allow them to observe multiple tasks and to collect information about what pupils know, understand, and can do. These assessments are curriculum-based tasks previously taught in class. Continuous assessment occurs frequently during the school year and is part of regular teacher-pupil interactions. Pupils receive feedback from teachers based on their performance that allows them to focus on topics they have not yet mastered. Teachers learn which students need review and remediation and which pupils are ready to move on to more complex work.

Thus, the results of the assessments help to ensure that all pupils make learning progress throughout the school cycle thereby increasing their academic achievement.



### What are the Benefits of Continuous Assessment?

The continuous assessment process is much more than an examination of pupil achievement. Continuous assessment is also a powerful diagnostic tool that enables pupils to understand the areas in which they are having difficulty and to concentrate their efforts in those areas.

Continuous assessment also allows teachers to monitor the impact of their lessons on pupil understanding. Teachers can modify their pedagogical strategies to include the construction of remediation activities for pupils who are not working at the expected grade level and the creation of enrichment activities for pupils who are working at or above the expected grade level. Hence, the continuous assessment process supports a cycle of self-evaluation and pupil specific activities by both pupils and teachers.

Frequent interactions between pupils and teachers means that teachers know the strengths and weaknesses of their learners. These exchanges foster a pupil-teacher relationship based on individual interactions. Pupils learn that the teacher values their achievements and that their assessment outcomes have an impact on the instruction that they receive. One-to-one communication between the teacher and the pupil can motivate pupils to continue attending school and to work hard to achieve higher levels of mastery.

In continuous assessment, teachers assess the curriculum as implemented in the classroom. It also allows teachers to evaluate the effectiveness of their teaching strategies relative to the curriculum, and to change those strategies as dictated by the needs of their pupils. In addition, continuous assessments provide information on achievement of particular levels of skills, understanding, and knowledge rather than achievement of certain marks or scores. Thus, continuous assessment enables pupils to monitor their achievement of grade level goals and to visualize their progress towards those goals before it is too late to achieve them.

## How does High School Continuous Assessment Work?

KIS academic year is divided into 2 semesters, each with 2 quarters. Teachers write grade reports at the end of 1st and 3rd quarters (September and March) and at the end of 1st and 2nd semesters (November and May).

In each quarter different types of assessments are given such as **tests, quizzes, presentations, group discussion, debates, assignments, project work, note taking skills, research papers, experiments, class participation, open book tests and assignments and so on.** Teachers are

responsible for structuring varied and valid assessment tasks (including tests and examinations) that will allow students to demonstrate achievement according to the objectives for each subject group.

It is mandatory to have at least four different types of assessments in each quarter in each subject area. The weightage is decided by the teacher according to the importance of each assessment.

The recording of the assessment is done in the KIS software entitled “My Classes” which has login provision for students, staff and parents.

At each mid-quarter interim reports are written for those on academic observation which includes those in their first semester at KIS.

In keeping with the ethos of approaches to learning, schools also make use of quantitative and qualitative assessment strategies and tools that provide opportunities for peer- and self-assessment.

- Each subject has a number of different criteria which are the conditions that must be met for an expected result
- Criteria generally include knowledge, skills, and presentation



## What is Criterion-Based Assessment?

- Individual student work is not compared to other students’ work but it is compared to set standards (the assessment criteria)

Teachers organize continuous assessment over the course of the programme according to specified assessment criteria that correspond to the objectives of each subject group. Task specific rubrics are prepared in accordance with the grade descriptors given in each subject area (Appendix 1).

Regular school assessment and reporting play a major role:

- in the students’ and parents’ understanding of the objectives and assessment criteria
- in the students’ preparation for final assessment
- in the development of the curriculum according to the principles of the programme.

The recording and reporting of individual levels of achievement are organized in ways that provide students with detailed feedback on their progress as it relates to the assessment criteria for each subject group.

## Semester Examinations

Internal school examinations are given at the end of each semester, covering the course work of that semester using the IB subject specific criterion. Student may level for vacation only after their exams are over. The final day of exams is on the school calendar. Exams may be set to allow younger grades to leave earlier at year's end (9 and 10).

Students sitting for IB exams in may do not take KIS semester exams in their IB exam subjects.

Seniors sitting for Indian medical or engineering entrance exams do not need to take KIS second semester exams as follows:

**Engineering: Chemistry, Physics, Maths**

**Medicine: Chemistry, Physics, Biology**

The IB Grades in each subject area are based on their specific descriptors. (Appendix 1)



## Conversion of KIS Diploma to Letter Grade

### KIS Diploma and IB Diploma

Given the reality of KIS Diploma which uses letter grades while the IB grades are number grades, the table below illustrates the conversion of the two.

### Letter Grades of KIS Diploma to IB Grade

Quarter 1 (40%) + Quarter 2 (40%) + Semester Exam (20%) = Semester grade

Letter Grade	Grade Points*	IB Grade	Grade Descriptor
A+	4.0	7	Excellent
A	4.0	7	Excellent
A-	3.7	6	Very Good
B+	3.3	6	Very Good
B	3.0	5	Good
B-	2.7	5	Good
C	2.3	4	Satisfactory
C+	2.0	4	Satisfactory
C-	1.7	4	Satisfactory
D+	1.3	3	Mediocre
D	1.0	3	Mediocre
D-	0.7	3	Mediocre
F	0.0	2	Poor
F	0.0	1	Very Poor

\*GPA = Grade Points x Credits per course ÷ total credits

### Grade Point Average (GPA):

The GPA is on a scale of 1 to 4. The GPA is calculated as follows  $GPA = \text{Grade Points} \times \text{Credits per course} \div \text{total credits}$

The Honors list is prepared on the basis of GPA:

- Principal's List –Students GPA above 3.4 in each semester
- Vice Principal's List – Students with GPA between 3 to 3.39 in each semester
- At the end of the four-year High School Program, a transcript is given which reflects the students four years performance with the cumulative GPA and the class ranking

## The KIS Diploma and Indian Universities

KIS Diploma has been accredited by the Middle States Association of Colleges and Secondary Schools, Philadelphia (MSA) since 1968 and has been recognized by the Association of Indian Universities (AIU) since 1981 allowing KIS graduates direct entry to Indian universities.



This mark sheet and conversion is verified and approved by the Association of Indian Universities. For a minimum pass mark of 40% as used in India, the approximate percentage equivalents are:

### Letter Grades of KIS Diploma to IB Grade

Quarter 1 (40%) + Quarter 2 (40%) + Semester Exam (20%) = Semester grade

Letter Grade	Percentage Range
A+	90 – 100
A	85 – 90
A-	80 – 84
B+	75 – 79
B	66 – 74
B-	60 – 65
C	57 – 59
C+	53 – 56
C-	50 – 52
D+	47 – 49
D	43 – 46
D-	40 – 42
F	< 40 and Failure

### Note:

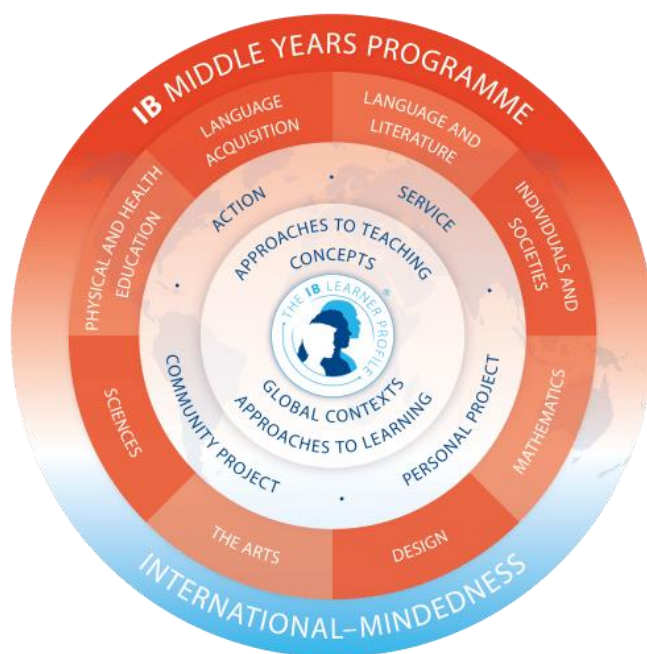
1. The Pass in each subject is 40%
2. Ungraded (pass-fail) subjects receive S (Satisfactory) or U (Unsatisfactory)
3. No Divisions are awarded

The KIS Diploma is awarded each year to all those who have successfully completed it by the end of May each year. All Graduates of KIS Diploma are given Indian Mark sheet in order to have direct access to Indian Universities at the under graduate level.

## MYP & KIS Diploma in the Middle School (grade 9 – 10)

The International Baccalaureate Middle Years Program (IBMYP) is an academically challenging five-year course, designed to facilitate holistic learning and to promote international understanding. KIS is an authorized MYP school with the International Baccalaureate Organization. KIS got the authorization to follow the IBMYP as the curriculum framework in December 2006. KIS is unique in offering the IB MYP in parallel with the KIS Diploma since 2006 for grades 9 and 10.

The Middle Years Program curriculum model is illustrated by an octagon with eight academic areas or subject groups surrounding the areas of interaction. Students are required to choose options from each of the eight subject areas. In addition to these, KIS also requires Religious Education, and offers music lessons and ensembles. Taken as a whole, MYP curriculum provides a balanced education to equip young people for effective participation in today's world.



## Requirements

Students must take the courses in each of the 8 subject areas. Some areas (Arts, Language B) have options, depending on students' background and skills, to choose from. In addition, students are required to do a personal project which is a piece of personal research related to a project made, supervised by a KIS teacher in accordance with the guidelines published by the IBO.

## Award of the KIS MYP Certificate

While the IB MYP program commences in grade 6 in the Middle School students joining KIS at any point up to the start of grade 9 are normally eligible for the full KIS MYP Certificate and all students who have been in the program for the whole of grade 10 receive a record of achievement from KIS.



The school will issue a KIS MYP certificate to each student who satisfies the following conditions. The student must:

- Have gained at least a grade 2 in at least one subject per subject group of the MYP
- Have gained at least a grade 3 for the personal project
- Have participated in the program for at least the final two years
- Have met the expectations of community and service to the satisfaction of the school
- Have gained a grade total of at least 36 from the eight subject groups and the personal project combined, out of a possible maximum of 63
- Reached a Standard level in second Language by grade 10

The school will issue a KIS MYP record of achievement which gives a final grade for each subject studied and states, that the community and service requirements have been met.

## Courses

## Grade 9

	Subject area	Compulsory courses	Additional courses
<b>MYP Requirements</b>	Language A	English 9 English 9 Advanced *Intensive English 2	
	Language B	<b><i>It is recommended that the language taken in previous years be continued, if the student has reached Standard level</i></b> <b>Choice from:</b> Hindi – Phase 2/3 German – Phase 2/3 French – Phase 2/3 Korean – Phase 2/3 Tamil – Phase 2/3 Dzonghka – for native speakers	*Cultural Tamil (where none of the others are at phase 2/3 level, this may be studied for KIS language credits, but does NOT meet MYP requirements)
	Humanities	Individuals and Societies 9	
	Mathematics	Math 9 or Math 9 Advanced	
	Science	Science 9	
	Technology	Design 9 (Computer Tech)	
	Arts	Visual Arts 9 Drama 9 Classroom music 9	Individual Instrument or Voice Lessons, Band, Choir, Advanced Band or Choir by audition, String Chamber, Orchestra
Health and PE	Health and PE 9		
<b>KIS Requirements</b>	RE	Life and teachings of Jesus Christ	



## Grade 10

	Subject area	Compulsory courses	Additional courses
<b>MYP requirements</b>	Language A	English 10 / English advanced 10	
	Language B	The language taken in previous year be continued Choice from: Hindi – Phase 3/4 German – Phase 3/4 French – Phase 3/4 Korean – Phase 3/4 Tamil – Phase 3/4 Dzonghka – for native speakers	Cultural Tamil (for those not meeting standard level requirements in any of the other languages, does not meet MYP requirements but does meet KIS requirements)
	Humanities	Individuals and Societies 10	
	Mathematics	Math 10 or Math 10 Advanced	
	Science	Science 10 divided between of Biology, Chemistry, Physics (Ensci)	
	Technology	Design Technology 10 (Computer)	
	Arts	Visual Arts 10 Drama 10 Classroom music 10 It is recommended that the course taken in previous year be continued	Individual Instrument or Voice Lessons, Band, Choir, Advanced Band or Choir by audition, String Chamber, Orchestra
PE/Health	Health and PE 10		
<b>KIS requirements</b>	RE	World Religions	





**Intensive English Program Grades 6 – 10 (for students with ESL needs, offered on a needs basis)**

Subject area	Intensive English 1	Intensive English 2
<b>Language A</b>	10 periods of class + 2 periods of extra help per cycle	10 periods of class + 2 periods of extra help per cycle
<b>Language B</b>	Korean 6 Korean 7 or any other second language Korean 8	Any second language of choice
<b>Humanities</b>	Humanities support, modified Humanities or Humanities (grade appropriate)	Humanities (grade appropriate)
<b>Mathematics</b>	Math (grade appropriate)	Math (grade appropriate)
<b>Science</b>	Science support or Science (grade appropriate)	Science (grade appropriate)
<b>Technology</b>	Computer Technology (grade appropriate)	Computer Technology (grade appropriate)
<b>Arts</b>	Visual Arts Drama Classroom music (all grade appropriate)	Visual Arts Drama Classroom music (all grade appropriate)
<b>PE /health</b>	PE (grade appropriate)	PE (grade appropriate)
<b>RE</b>	RE (grade appropriate)	RE (grade appropriate)



*For grade 9 and 10 course descriptions for both MYP and KIS Diploma courses, policy issues and other related information please see the MYP handbook*

## IB Diploma Program and the KIS Diploma in High School

At KIS the IB Diploma program is optional yet fully integrated with KIS Diploma program delivered to grades 11 - 12.

- All students follow an integrated academic schedule and graduate with the US accredited KIS Diploma
- Students following the optional IB Diploma program graduate with an IB Diploma or certificates in addition to the KIS Diploma

The IB is a rigorous program which involves studying a minimum of six subjects, three or four at Higher Level (HL) and three or two at Standard Level (SL).

The IB Diploma is awarded for satisfactory performance in a minimum of six subjects, one chosen from each of six groups illustrated in the IB hexagon below:

- Students take one subject from each of the six groups or
- One subject from each of Groups 1 - 5 and a second subject from Groups 2 - 5
- Students must take one of the three Mathematics courses in Group 5

The IB Diploma hexagon below indicates the 6 subject areas from which choice of subjects are made. For more details, see the IBO web site: [www.ibo.org](http://www.ibo.org)



## Requirements

Students opting for IB Diploma are required to:

- Select three (maximum four) courses at IB Higher Level
- Select three (minimum two) at IB Standard Level
- Complete at least 100 hours of instruction in an inter disciplinary course called Theory of Knowledge or TOK
- Complete an Extended Essay of 4000 – 5000 words involving independent research in an IB subject
- Participate in an approved 150-hour program of Creativity, Action and Service activities known as CAS



### High School IB and KIS Diploma courses

KIS courses offered in each subject areas are given in the table below:

Groups & departments	IB Higher Level	IB Standard Level	KIS Diploma course
<b>Group 1 Language A</b>			
English (one only)	English Literature PHL/HL English Language and Literature PHL/HL Korean PHL/HL	English Literature PSL/SL English Language and Literature PSL/SL Korean PSL/SL	
<b>Group 2 Language B</b>			
Second Language (one only) Pre-requisite: should have had 2-5 years previous study of the Language for PHL / PSL, MYP Phase 3 Grade 10 with 3 or higher	French B PHL/HL Hindi B PHL/HL German B PHL/HL* Korean B PHL/HL	French B PSL/SL Hindi B PSL/SL German PSL/SL English B PSL/PHL Spanish ab initio PSL/SL Spanish PSL/SL Korean B PSL/SL Tamil B PSL	Dzongkha KIS 11 & 12 Cultural Tamil (Beginners)
<b>Group 3 Humanities</b>			
Social Studies (not more than two SS course can be taken)	Economics PHL/HL Business & Management PHL/HL History PHL/HL Psychology PHL/HL (combined class for SL & HL)	Economics PSL/SL Business & Management PSL/SL Psychology PSL/SL World Religions PSL/SL *(Life and spirituality and RE	*International Relations (1-year course)



	Global Politics PHL/HL	12 requirements are met if this course is taken and passed in Grade 11) Global Politics PSL/SL	
<b>Group 4 Science</b>			
Science (More than one science course can be taken)	Chemistry PHL/HL Physics PHL/HL Biology PHL/HL Computer Science PHL/HL	Chemistry PSL/SL Physics PSL/SL Biology PSL/SL Environmenta l Systems PSL/SL Computer Science PSL/SL Sports Exercise &Health Science PSL/SL	
<i>*While the IB accepts Computer Science as a Group 4, all colleges/Universities do not. This should be checked</i>			
<b>Group 5 Math</b>			
Math (one only)	Math Analysis& Approaches PHL/HL	Math Analysis& Approaches PSL/SL Math Application & Interpretation PSL/SL	Basic Math (on needs basis)
<b>Group 6 - FAPA</b>			
Fine Arts	Visual Arts PHL/HL	Visual Arts PSL/SL	Advanced Art Art Applications; Architecture & Design
Performing Arts	Film PHL/HL	Film PSL/PHL	Drama 11/12
Performing Arts	Music PHL/HL	Music PSL/SL	Individual lessons + practice: Piano, Woodwind, Brass Percussion, Voice, Strings, Classical Guitar, Veena, Carnatic Vocal, Tabla Ensembles *full year courses: Choir*, Band*, Orchestra*, Advanced Band*, Honors

			Choir* (by audition) Indian Dance** (when teacher is available)
Practical Arts			Baking Indian Cooking International Cooking
Media Arts			Journalism Yearbook Photography
<b>OTHER REQUIREMENTS:</b>			
Religious Education			Life and Spirituality 11, RE 12
Health and PE			11 and 12
Social Experience			
TOK I and II	Full IB DP requirement		Optional for KIS diploma (RE 12 not required if this is taken over the 2 years)



KIS is an examination center for the Royal Schools of Music (RSM London) in both theory and practical.

## KIS Diploma High School course description

### Group 1 Language A (English)

At KIS, most students have English as their Language A. Some Korean students may have Korean as their Language A, with English as Language B, or as a second Language A (in lieu of a Language B).

KIS English program is divided into 'streams' or 'levels' in order to suit varying student needs. Each level is designed as a 2 year preparation in English for a specific type of diploma:

#### International Baccalaureate (IB) Diploma

Students may choose their courses, Pre-Standard Level (PSL) or Pre-Higher Level (PSL), in grade 11 to fit an IB configuration. Prerequisites include appropriate marks in Pre IB Diploma courses at grade 10 level and / or permission from IB teachers and relevant Heads of Department. In grade 11 PSL and PHL classes begin preparation for IB examinations which are at the end of grade 12.

IB Standard (SL) and Higher Level (HL) classes are integrated as far as possible but once the IB program begins, students may encounter difficulties in moving from one level to another. Enrolment in IB classes does not obligate a student to enroll in the IB Diploma program itself.

Each year, KIS High School English program has a different focus. A schematic view of the current program is as follows:



Grade	Course	Level	Length of course	Credits
11	English Literature PSL English Language and Literature PSL Korean A PSL	IB Pre Standard Level	1 year	10
	English Literature PHL English Language and Literature PHL Korean A PHL	IB Pre Higher Level	1 year	10
12	English Literature SL English Language and Literature SL Korean A SL	IB Standard Level	1 year	10
	English Literature HL English Language and Literature HL Korean A HL	IB Higher Level	1 year	0

## KIS Diploma Courses:

English Literature PSL (IB Pre Standard Level)	
Grade level	11
Length of course	1 year
Credits	10 in English
IB Level	Standard
Prerequisite	C or above in English 10
English Literature PSL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

English Literature SL (IB Standard Level)	
Grade level	12
Length of course	1 year
Credits	10 in English
IB Level	Standard
Prerequisite	“Pass” in English PSL or department approval
English Literature SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

English Literature PHL (IB Pre Higher Level)	
Grade level	11
Length of course	1 year
Credits	10 in English
IB Level	Higher
Prerequisite	“A” in English 10 or “B” in English 10 Advanced or department
English Literature PHL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

English literature HL (IB HigherLevel)	
Grade level	12
Length of course	1 year
Credits	10 in English
IB Level	Higher
Prerequisite	“Pass” in English PHL or department approval
English Literature HL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

English language and literature PSL	
Grade level	11
Length of course	1 year
Credits	10 in Language A
IB Level	Standard
Prerequisite	“C” in English 10
English Language and Literature PSL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	



English language and Literature SL	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Language A
<b>IB Level</b>	Standard
<b>Prerequisite</b>	“Pass” in PSL
English Language and Literature SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

English language and Literature PHL	
<b>Grade level</b>	11
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Language A
<b>IB Level</b>	Standard
<b>Prerequisite</b>	“C” in English 10
English Language and Literature SL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

English Language and Literature HL	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Language A
<b>IB Level</b>	Standard
<b>Prerequisite</b>	“Pass” in PSL
English Language and Literature SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

Korean A PSL	
<b>Grade level</b>	11
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Language A
<b>IB Level</b>	Standard
<b>Prerequisite</b>	“C” in Korean 10 (Phase 3)
Korean PSL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Korean A SL	
<b>Grade level</b>	11
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Language A
<b>IB Level</b>	Standard
<b>Prerequisite</b>	“Pass” in PSL
Korean A SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	





Korean A PHL	
Grade level	11
Length of course	1 year
Credits	10 in Language A
IB Level	Standard
Prerequisite	"B" in Korean 10 (Phase 3)
Korean PSL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Korean A HL	
Grade level	11
Length of course	1 year
Credits	10 in Language A
IB Level	Standard
Prerequisite	"Pass" in PSL
Korean A HL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	



## Group 2 Second Languages (Language B)

Second Language course offerings vary according to teacher availability and on the number of students registering for courses. It is strongly recommended that students continue in one language for at least two years.

IB Diploma courses	KIS Diploma courses
Hindi B PSL / PHL / SL / HL	
French B PSL / PHL / SL / HL	Cultural Tamil – beginners (1-year course)
Spanish B Ab PSL / SL	Dzongkha – 11 & 12
Spanish B SL *	
German B PSL / PHL / SL / HL *	
Tamil B PSL/SL	
Korean B PSL / PHL / SL / HL	
English B PSL/SL **	

\*Second language courses require a minimum of 4 students.

\*\*English B PSL can be taken by a student who has Korean A PSL/PHL/SL/HL for IB DP, or by a KIS diploma student for English Credit.



## KIS Diploma courses:

<b>Dzongkha KIS</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Second Languages
<b>Prerequisite</b>	Native Speaker of Dzongkha
<p>Dzongkha is provided for students at KIS for whom this is a mother tongue. The course targets speaking and writing skills to enable social interaction. The course aims at developing communication skills in Dzongkha by focusing on listening, speaking, reading and writing within the cultural framework.</p>	

<b>Cultural Tamil (Beginners)</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Second Languages
<b>Prerequisite</b>	None
<p>The course aims at developing and enhancing the communications skills in Tamil by focusing on fluency in listening, speaking, reading and writing within the cultural framework. The students will be able to understand and use approximately 1000-2500 words effectively and understand the difference between spoken and written language. The assessments consist of oral presentations on current topics, recitation of poems, vocabulary, compositions and comprehension tests. This course meets KIS graduation requirements in second language if none of the other options are possible. It is for non-native speakers only.</p>	

<b>Spanish B ab Initio PSL / /SL/ (IB Standard Level / Higher Level)</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	2 years
<b>Credits</b>	10 in Second Languages (per year)
<b>IB Level</b>	Standard
<b>Prerequisite</b>	No previous exposure to the language
<p>*Any mention of Spanish in previous transcripts beyond one semester means you are not eligible to take this course, though summer courses are permitted</p>	
<p>Language B ab Initio PSL/SL are 2 years in a two-year course. See the Course Description in KIS DP Handbook</p>	

<b>French B PSL/SL (IB Standard Level)</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	2 years
<b>Credits</b>	10 in Second Languages (per year)
<b>IB Level</b>	Standard
<b>Prerequisite</b>	No previous exposure to the language
<p>French B PSL/SL is year 1 of a two-year course See the Course Description in KIS DP Handbook</p>	

Hindi B PSL/SL, PHL/HL (IB Standard and Higher Level)	
<b>Length of course</b>	2 years
<b>Credits</b>	10 in Second Languages (per year)
<b>IB Level</b>	Standard
<b>Prerequisite</b>	MYP Second Language in Grade 10, Phase 3
Hindi B PHL/HL is year 2 of a two-year course See the Course Description in KIS DP Handbook	

\* HL only with 4 or more students

English B PSL/SL (IB Standard Level)	
<b>Grade level</b>	11, 12
<b>Length of course</b>	2 year
<b>Credits</b>	10 in Second Languages (per year)
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	MYP Second Language in Grade 10 Phase 3
English B is for those who were ESL students up to grade 10 level.	
See the Course Description in KIS DP Handbook	



Spanish B PSL/SL *	
<b>Grade level</b>	11, 12
<b>Length of course</b>	2 years
<b>Credits</b>	10 in Second Languages (per year)
<b>IB Level</b>	Standard
<b>Prerequisite</b>	MYP Second Language in Grade 10 Phase 3
Spanish B PSL/SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

\*only with enrollment of 4 or more students with the pre-requisite background, in grade 11, as KIS does not teach this language at earlier levels

Hindi PSL/SL, PHL/HL	
<b>Grade level</b>	11, 12
<b>Length of course</b>	2 years
<b>Credits</b>	10 in Second Languages (per year)
<b>IB Level</b>	Standard
<b>Prerequisite</b>	MYP Second Language in Grade 10 Phase 3
Hindi PSL/SL, PHL/HL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

German PSL/SL	
<b>Grade level</b>	11, 12
<b>Length of course</b>	2 years
<b>Credits</b>	10 in Second Languages (per year)
<b>IB Level</b>	Standard
<b>Prerequisite</b>	MYP Second Language in Grade 10 Phase 3
German PSL/SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

Korean B PSL/SL, PHL/HL	
<b>Grade level</b>	11, 12
<b>Length of course</b>	2 years
<b>Credits</b>	10 in Second Languages (per year)
<b>IB Level</b>	Standard
<b>Prerequisite</b>	MYP Second Language in Grade 10 Phase 3
Korean B PSL/SL, PHL/HL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

## Group 3 Social Studies



### KIS Diploma courses:

International Studies KIS	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>Prerequisite</b>	None
Designed to give students an understanding of the political world in which they live and to prepare them for life as public citizens with special emphasis on understanding India's political scenario. Worldwide flash points are studied in detail and debating is an important part of the course. Political theories and comparative governments are covered. Students' decision making abilities and political analysis skills are enhanced.	

### IB Diploma courses:

Business & Management PSL (IB Pre Standard Level)	
<b>Grade level</b>	11
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	None
Business & Management PSL is a year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Business & Management SL (IB Standard Level)	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Business & Management PSL
Business and Management SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

<b>Business &amp; Management PHL (IB Pre Higher Level)</b>	
<b>Grade level</b>	11
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	None
Business & Management PHL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

<b>Business &amp; Management HL (IB Higher Level)</b>	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Business & Management PHL
Business and Management HL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	



<b>Economics PSL / PHL (IB Pre Standard / Higher Level)</b>	
<b>Grade level</b>	11
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Pre Standard / Higher
<b>Prerequisite</b>	None
Economics PSL and PHL are year 1 of a two-year course. See the Course Description in KIS DP Handbook	

<b>Economics SL / HL (IB Standard / Higher Level)</b>	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Economics PSL Economics PHL
Economics SL and HL are year 2 of a two-year course. See the Course Description in KIS DP Handbook.	

<b>History PSL / PHL (IB Pre Standard / Higher Level)</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Pre Standard and Pre Higher
<b>Prerequisite</b>	None
History PSL and PHL are year 1 of a two-year course. See the Course Description in KIS DP Handbook	

History SL / HL (IB Standard / Higher Level)	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	History PSL History PHL
History SL and HL are year 2 of a two-year course. See the Course Description in KIS DP Handbook	

Psychology PSL (IB Pre Standard Level)	
<b>Grade Level</b>	11, 12
<b>Length of Course</b>	1 semester
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	PSL & PHL
<b>Prerequisite</b>	None
Psychology PSL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Psychology SL (IB Standard Level)	
<b>Grade level</b>	12
<b>Length of course</b>	1 semester
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Psychology PSL
Psychology SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

Psychology PHL (IB Pre Higher Level)	
<b>Grade Level</b>	11, 12
<b>Length of Course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	PSL & PHL
<b>Prerequisite</b>	None
Psychology PHL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Psychology HL (IB Higher Level)	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Psychology PHL
Psychology HL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	



Global Politics PSL (IB Pre Standard Level)	
<b>Grade Level</b>	11, 12
<b>Length of Course</b>	1 semester
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	PSL & PHL
<b>Prerequisite</b>	None
Global Politics PSL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Global Politics SL (IB Standard Level)	
<b>Grade level</b>	12
<b>Length of course</b>	1 semester
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Global Politics PSL
Global Politics SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

Global Politics PHL (IB Pre Higher Level)	
<b>Grade Level</b>	11, 12
<b>Length of Course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	PSL & PHL
<b>Prerequisite</b>	None
Global Politics PHL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Global Politics HL (IB Higher Level)	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Social Studies
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Global Politics PHL
Global Politics HL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

World Religions PSL/SL	
<b>Grade level</b>	11, 12
<b>Length of course</b>	2 years
<b>Credits</b>	10 in Social Studies, plus 5 for RE
<b>IB Level</b>	Standard
<b>Prerequisite</b>	
World Religions SL is a two-year course. See the Course Description in KIS DP Handbook	



## Group 4 Science

### IB Diploma courses:

Biology PSL / PHL (IB Pre Standard / Higher Level)/	
<b>Grade level</b>	11
<b>Length of course</b>	1 year each
<b>Credits</b>	10 in Science (per year)
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Biology 1 with a grade of "C" or above
Biology PSL and PHL are year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Biology SL / HL (IB Standard / Higher Level)	
<b>Grade level</b>	12
<b>Length of course</b>	1 year each
<b>Credits</b>	10 in Science (per year)
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Biology PSL (IB Pre Standard Level) with a grade of "C" or above
<b>Biology SL</b>	Biology PHL (IB Pre Higher Level) with a grade of "C" or above
<b>Biology HL</b>	
Biology SL and HL are year 2 of a two-year course. See the Course Description in KIS DP Handbook	

Chemistry PSL / PHL (IB Pre Standard / Higher Level)	
<b>Grade level</b>	11
<b>Length of course</b>	1 year each
<b>Credits</b>	10 in Science (per year)
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Chemistry 10 with a grade of "C" or above
Chemistry PSL and PHL are year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Chemistry SL / HL (IB Standard / Higher Level)	
<b>Grade level</b>	12
<b>Length of course</b>	1 year each
<b>Credits</b>	10 in Science (per year)
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Chemistry PSL (IB Pre Standard Level) with a grade of "C" or above
<b>Chemistry SL</b>	Chemistry PSL Chemistry PHL (IB Pre Higher Level) with a grade of
<b>Chemistry HL</b>	"C" or above
Chemistry SL and HL are year 2 of a two-year course. See the Course Description in KIS DP Handbook	





<b>Physics PSL / PHL (IB Pre Standard / Higher Level)</b>	
<b>Grade level</b>	11
<b>Length of course</b>	1 year each
<b>Credits</b>	10 in Science (per year)
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Physics 1 with a grade of "C" or above
Physics PSL and PHL are year 1 of a two-year course. See the Course Description in KIS DP Handbook	

<b>Physics SL / HL (IB Standard / Higher Level)</b>	
<b>Grade level</b>	12
<b>Length of course</b>	1 year each
<b>Credits</b>	10 in Science (per year)
<b>IB Level</b>	Standard and Higher
<b>Prerequisite</b>	Physics PSL (IB Pre Standard Level) with a grade of "C" or above Physics PHL (IB Pre Higher Level) with a grade of "C" or above
<b>Physics SL</b> <b>Physics HL</b>	
Physics SL and HL are year 2 of a two-year course. See the Course Description in KIS DP Handbook	



<b>Environmental Systems and Societies PSL (IB Pre Standard Level)</b>	
<b>Grade level</b>	11
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Science
<b>IB Level</b>	Standard
<b>Prerequisite</b>	None
Environmental Systems and Societies PSL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

<b>Environmental Systems and Societies SL (IB Pre Standard Level)</b>	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Science
<b>IB Level</b>	Standard
<b>Prerequisite</b>	None
Environmental Systems and Societies SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

<b>Sports Exercise and Health Science PSL (IB Pre Standard Level)</b>	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Science
<b>IB Level</b>	Standard
<b>Prerequisite</b>	None
Sports Exercise and health Science PSL is year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Sports Exercise and Health Science SL (IB Pre Standard Level)	
Grade level	12
Length of course	1 year
Credits	10 in Science
IB Level	Standard
Prerequisite	None
Sports Exercise and Health Science SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	

Computer Science PSL / PHL (IB Pre Standard / Higher Level)	
Grade level	11
Length of course	1 year
Credits	10 in Computer Education
IB Level	Standard and Higher
Prerequisite	Computer literacy
Computer Science PSL and PHL are year 1 of a two-year course. See the Course Description in KIS DP Handbook	

Computer Science SL / HL (IB Standard / Higher Level)	
Grade level	12
Length of course	1 year
Credits	10 in Computer Education
IB Level	Higher
Prerequisite	Computer Science PSL / PHL
Computer Science SL/HL are year 2 in a two-year course. See the Course Description in KIS DP Handbook	



## Group 5 Mathematics

KIS Mathematics department operates on the basis of mathematics being an integral and essential part of life. Learning mathematics is an activity and a process, involving both problem posing and problem solving. KIS mathematics curriculum focuses on experiential learning, recognizing connections and valuing discipline.

### Student goals:

- Learning to value mathematics for its application to daily life
- Learning to reason and to communicate mathematically
- Developing confidence in their own abilities to solve problems
- Realizing the interdisciplinary connectivity of mathematics and its importance
- Developing mathematical skills and utilizing technology effectively in research and explorations

### Class objectives:

- Actively involve students in constructing and applying mathematical ideas
- Encourage student interaction, group work and exploration
- Enable students to develop their mechanical skills through practice
- Make effective use of calculators in classroom work
- Include alternative and experiential teaching methods

Grade 11 and 12 Mathematics students must own a graphic calculator (preferably a model TI-83 Plus). Students are advised to refer to the IB guidelines regarding calculators to avoid buying calculators which are not permitted. Recommended IBO Graphic Display Calculators:

Texas Instruments 82, 85, 86.

Casio 9700 and 9750 series (plus), 9800 and 9850 series (plus), 9950 series (plus)

<b>Mathematics Studies PSL/SL (IB Standard Level)</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Mathematics
<b>IB Level</b>	Standard
<b>Prerequisite</b>	“Pass” in Math Studies PSL
Math Studies SL is year 2 of a two-year course. See the Course Description in KIS DP Handbook	



<b>Mathematics PSI/SL (IB Standard Level)</b>	
<b>Grade level</b>	12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Mathematics per year
<b>IB Level</b>	Standard
<b>Prerequisite</b>	“C” or above Mathematics IB Standard Level 1st year
<b>Math SL 1st year</b>	
<b>Math SL final year</b>	
Math SL is a two-year course. See the Course Description in KIS DP Handbook	

<b>Mathematics PHL/HL (IB Higher Level)</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year
<b>Credits</b>	10 in Mathematics
<b>IB Level</b>	Higher
<b>Prerequisite</b>	“B plus” or above in Math 10 “C” or above in Mathematics PHL
<b>Math PHL</b>	
<b>Math HL</b>	
Math HL is a two-year course. See the Course Description in KIS DP Handbook	

## Group 6 Fine & Practical Arts (VAPA)

### KIS Diploma courses: Fine Art

Mixed Media Art 11/12	
Grade level	11, 12
Length of course	1 semester for students taking it as an interest course 1 year for Pre IB Art
Credits	For 1 semester: 2.5 in Fine & Practical Arts For 1 year: 5 in Fine & Practical Arts
Prerequisite	
<p>A multi-media arts course. Some projects / units will be more teacher-directed, while others will allow student to set their own goals. Students will be expected to plan as well as organize their own projects and time to achieve course goals set in consultation with the teacher. Non IB art students in grades 11 and 12, may take this course twice but will do different projects/tasks. Students will be expected to keep a plan and sketch book and to do several research projects on artists or art styles relevant to their own artistic development.</p>	



Art Applications – Architecture and Design	
Grade level	11, 12
Length of course	1 semester
Credits	2.5 in Fine & Practical Arts
Prerequisite	None
<p>This course is an introductory art application course in the area of Architecture and Design. It encompasses project / research work as well as theory, and can be used to prepare a portfolio for college applications. The students are required to keep an investigation book. .</p>	

### IB Diploma courses: Fine Arts

Visual Arts – PSL / PHL (IB Pre Standard / Higher Level)	
Grade level	11, 12
Length of course	1 year each
Credits	10 in Fine & Practical Arts
IB Level	Standard or Higher
Prerequisite	One or more of level 1 (general art) and level II (intermediate art) and art history (to be taken simultaneously with IB art)
<p>Visual Arts PSL and PHL are year 1 of a two-year course. See the Course Description in KIS DP Handbook</p>	

Visual Arts – SL / HL (IB Standard / Higher Level)	
Grade level	11, 12
Length of course	1 year each
Credits	10 in Fine & Practical Arts
IB Level	Standard or Higher
Prerequisite	PSL / PHL
<p>Visual Arts SL/HL is a 2-year course. See the Course Description in KIS DP Handbook</p>	

## KIS Diploma courses: Performing Arts

Drama	
Grade level	11, 12
Length of course	1 year
Credits	5 in Fine & Practical Arts (2.5 per semester)
Prerequisite	None
Drama is a course for credits which teaches acting techniques including: improvisation, mime and voice work, play production techniques, script interpretation and play direction. All this is taught in a framework of research into the history of western and non-western drama.	

Music individual lessons	
Grade level	9 – 12
Length of course	1 year
Credits	5 in Fine & Practical Arts (2.5 per semester)
Prerequisite	None New students into grades 11 or 12 will only be accepted with department approval
Private lessons are offered in western music (piano, violin, cello, viola, string bass, woodwinds, brass, percussion and voice) and Indian music (veena, tabla, carnatic vocals and Indian dance). Practice times and lessons are scheduled into the school day. KIS is an examinations center for the Royal Schools of Music (RSM London) in both theory and practical. These are held at the school once a year for participating students.	

Band – Intermediate	
Grade Level	10 – 12
Length of Course	1 year
Credits	5 in Fine & Practical Arts (2.5 per semester)
Prerequisite	Appropriate skill
Intermediate band provides students with an opportunity to supplement their individual instrument lessons and enhance their ability to coordinate and become familiar with other instruments, as well as to experience a variety of music forms.	

Band – Advanced	
Grade level	10 – 12
Length of course	1 year
Credits	5 in Fine & Practical Arts (2.5 per semester)
Prerequisite	Appropriate skill with auditions
Advanced band provides a more challenging opportunity for students to supplement their individual lessons and enhance their ability to coordinate and become familiar with other instruments, as well as to experience a variety of music forms.	



Choir (Singers)	
<b>Grade Level</b>	10 – 12
<b>Length of course</b>	1 year
<b>Credits</b>	5 in Fine & Practical Arts (2.5 per semester)
<b>Number of students</b>	12 – 18 singers
<b>Prerequisite</b>	1 year experience in SATB choir and by audition
A small ensemble focus on developing skills required for singing jazz and classical repertoire for a chamber group of advanced singers. Auditions required to join this group.	

Honors choir (Chamber Singers)	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year??
<b>Credits</b>	5 in Fine & Practical Arts (2.5 per semester)
<b>Prerequisite</b>	Must be a music student
This ensemble will focus on developing skills needed for singing Classical, Jazz and other contemporary repertoire for a chamber group of advanced singers. It also improves music reading skills, singing and reading simple and complex rhythm patterns, singing technique and listening skills. This course teaches students to work together to create a good ensemble sound and finally to prepare for performances in school concerts and concerts outside KIS. Auditions are required to join this group.	

String Orchestra	
<b>Grade level</b>	10 – 12
<b>Length of course</b>	1 year
<b>Credits</b>	5 in Fine & Practical Arts (2.5 per semester)
<b>Prerequisite</b>	Appropriate skill
Strings chamber orchestra provides opportunities for students to supplement their lessons and enhance their ability to coordinate and become familiar with other string instruments, as well as experience with various music forms and styles.	

Music theory	
<b>Grade level</b>	10 – 12
<b>Length of course</b>	1 semester (1st semester)
<b>Credits</b>	5 in Fine & Practical Arts (2.5 per semester)
<b>Prerequisite</b>	Must be a music student
Music theory covers the basics of music literacy equivalent to grade 5 of the Royal Schools of Music. This course is compulsory for students wishing to pursue music examinations beyond grade 5 level.	



## IB Diploma courses: Performing Arts

IB Music PSL / PHL (IB Pre Standard / Higher Level)	
Grade level	11, 12
Length of course	1 year
Credits	10 in Fine & Practical Arts
IB Level	Standard
Prerequisite	3 years of solo or group playing / singing with some background in music history and theory
Music PSL and PHL are year 1 of a two-year course. See the Course Description in KIS DP Handbook	

IB Music SL / HL (IB Standard Level / Higher Level)	
Grade level	11, 12
Length of course	1 year
Credits	10 in Fine & Practical Arts
IB Level	Standard
Prerequisite	3 years of solo or group playing / singing with some background in music history and theory
IB Music SL/HL is year 2 in a two year course. See the Course Description in KIS DP	



## KIS Diploma courses: Practical Arts

Cooking – Baking	
Grade level	11, 12
Length of course	1 semester
Credits	2.5 in Fine & Practical Arts
Prerequisite	None
This course gives students a working knowledge of how to bake a variety of yeast breads, quick breads, cakes, frostings, cookies and pies and the function of ingredients in each. Students may take this course only once.	

Cooking – Indian	
Grade level	11, 12
Length of course	1 semester
Credits	2.5 in Fine & Practical Arts
Prerequisite	None
“Variety is the spice of life.” The variety of cuisine available in India is addressed by this course. Students will learn how to prepare dishes / meals from different areas of India, vegetarian and non vegetarian and will gain knowledge of the variety of ingredients and how to prepare them according to Indian cooking traditions. This course is useful for those who love Indian food but plan to live outside India in the coming years as both traditional	

<b>Cooking – International</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 semester
<b>Credits</b>	2.5 in Fine & Practical Arts
<b>Prerequisite</b>	None
Students will prepare dishes / meals from different countries around the world and cultivate knowledge of the variety of ingredients used, their purpose as a part of a dish / meal and the traditional way of preparing them. First semester will include cuisine from: Far East (China and Japan), Middle East and the culinary melting pots of USA and Mexico.	



### KIS Diploma courses: Media Arts

<b>Photography</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 semester
<b>Credits</b>	2.5 in Fine & Practical Arts
<b>Prerequisite</b>	None
Students are required to have a digital or a SLR camera for this course. Students will be required to produce a portfolio using digital technology and software and may learn some 35mm darkroom skills. Students will also be required to keep an online record and/or submit work online showing how they are applying composition skills.	

<b>Journalism</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year
<b>Credits</b>	2.5 in Fine & Practical Arts per semester
<b>Prerequisite</b>	None
Focuses on the development of an appropriate journalistic writing style as well as the practical and ethical concerns of journalism. Students are required to participate in the publication of a school magazine when applicable or may write articles for publishing in school articles and write-ups.	

<b>Year Book</b>	
<b>Grade level</b>	11, 12
<b>Length of course</b>	1 year
<b>Credits</b>	2.5 in Fine & Practical
<b>Prerequisite</b>	None
This course teaches the process of graphic design, copyrighting and publication. It also develops organizational and leadership skills among the student editors. The focus of the course is the production and publication of the KIS year book the "EUCY". Work is done outside of class hours, with periodic meetings to discuss themes, job assignments and check on progress. Successful completion of tasks/sections assigned will be required to get credit for this work. A portfolio may be required to join.	



**IB Diploma courses: Media Arts**

Film PSL/SL, PHL/SL	
Grade level	11, 12
Length of course	2 years
Credits	2.5 in Fine & Practical
Prerequisite	None
At the core of the IB film course lies a concern with clarity of understanding, critical thinking, reflective analysis, effective involvement and imaginative synthesis that is achieved through practical engagement in the art and craft of film.	

**Additional courses required for KIS Diploma****Health and Physical Education**

KIS health and Physical Education curriculum aims to:

- Enable students to make informed choices about personal health issues
- Develop an understanding of the implications of bad diet and unhealthy lifestyles in all its forms
- Develop a sense of responsibility and motivation for personal wellbeing including the wellbeing of their family, community and physical environment

PE/ Health 11 / 12 – skills for living	
Grade level	11, 12
Length of course	1 semester
Credits	2.5 in Health/PE
Prerequisite	None
The focus of this course is fitness and making good choices for life. Exposure to a range of sports is included, to encourage students to find their best fit. Those who wish to pursue specific sports further may join school teams and work on skills outside of the classroom.	

**Adjusted Physical Education programs** for students with medical problems:

If students are able to remain in the regular PE program with some adjustment, which is the desired solution, they will not be evaluated on that part of the program which is not appropriate for them to participate in, but given alternative assignments.

The condition of students at risk will be assessed unit by unit in consultation with the KIS doctor and if a particular unit is too dangerous for the health of the student, an alternate physical activity will be allocated by mutual agreement. Students will then keep a written record of all work and turn it in for credit at the end of each unit.

If the students' condition is such that it excludes any physical activity for a particular length of time, written work related to PE will be assigned. It is the responsibility of the PE teacher to assign appropriate work so a student is not penalized for having medical limitations in PE activities. Specific, clear instructions will be given by the teacher regarding any alternate PE activity and / or written assignments, including expectations and deadlines. Failure to hand in the written assignment or complete the alternate work on time will constitute a failure in that unit.

It is the responsibility of the student to attend all PE classes (whether participating or not) until alternate arrangements are made and expectations are clear.

If a student is excused from regular PE classes for medical reasons, that student should not be found participating in other activities which require physical exertion such as hiking, canteen, or informal games on the covered courts.

### Religious Education

Religious Education courses introduce students to the teachings of Jesus Christ and the values on which KIS is based, while allowing exploration of all religions to understand their history, context and beliefs. Students are required to take at least five credits in grades 11 and 12 unless they are IB Diploma students.

IB Diploma students only require 2.5 RE credits for grades 11 and 12. (plus completion of TOK). All Grade 11 and 12 students are required to take Life and Spirituality. Those not taking TOK (a 2-year course) to completion must also take RE 12, ideally in the first semester of grade 12 to avoid conflicts with IB certificates if any are taken.

*\* Students taking World Religions (Group 4) will have all their RE credits covered by that course.*



Christianity: Life and Spirituality	
Grade level	11, 12 (if new student in Grade 12)
Length of course	1 semester
Credits	2.5 in Religious Education
Prerequisite	Life & teachings of Jesus Christ
This course is designed to expose students to the basic teachings of Christianity, and help them explore its values and implications for their own lives. As the values of KIS are based on the Life and teachings of Jesus Christ, this gives them a context and understanding of what these are.	

RE 12	
Grade level	12
Length of course	1 semester
Credits	2.5 in Religious Education
Prerequisite	None
Students choose a Religious faith of interest to them and find out more about it, allowing them to find out more about the practices and believes of their own faith background if they so desire.	

## CAS/Social Experience (SoEx)

Social Experience	
Grade level	11, 12
Length of course	1 year (1 seminar class per cycle)
Credits	None
Prerequisite	None
<p><i>Social Experience 11</i></p> <p>Grade 11 theme: Implementing a service project</p> <p>Students learn how to plan, implement and evaluate service projects. This is a student run program with each student contributing a minimum of 20 social service hours per academic year. Projects enable students to work together and assist local people in improving their quality of life. Currently, students are involved in several community projects: Under Fives Clinic, Shenbaganur Orphanage, Mercy Home for the elderly &amp; destitute, Church of South India (CSI) Rehabilitation Center and the Green Team project cleaning up the Kodaikanal area. This meeting time is also used to check on IB DP students meeting of CAS requirements.</p> <p><i>Social Experience 12</i></p> <p>Grade 12 theme: Regional &amp; global issues</p> <p>Students explore regional and global issues of equity and social justice and how they can become responsible world citizens. They learn to understand structures that perpetuate injustice, violence and oppression in society, between nations, religions and cultures and perceive their place within these structures. Students also participate in weekend service projects and are required to earn 20 social service hours for the academic year.</p>	



## IB Diploma requirement

Theory of Knowledge I and II (TOK)	
Grade level	11, 12
Length of course	3½ semesters
Credits	2.5 per semester in Electives
IB Level	Required for all IB Diploma candidates
Prerequisite	None
<p>TOK I and II are a two-year course. See the Course Description in KIS DP Handbook</p> <p>*successful completion of this course will take the place of RE 12 in credit requirements. If a student drops TOK at any point in Grade 11 or 12 then they must take (and pass) RE 12 to meet KIS graduation requirements.</p>	

## Learning Resources

KIS Learning Resources department (LRD) is committed to enhancing the quality of education for individuals with learning difficulties by providing appropriate and beneficial services to students. KIS seeks to ensure quality education for these students through assisting students, training teachers, advocating the LR program within the school, research and collaborative work with other professionals in the area of learning support.

KIS Learning Resources department will:

- Help individuals with learning challenges to attain their fullest educational and personal potential
- Help students adjust and become integrated into their environment
- Help students develop positive and realistic self-concepts
- Encourage students to develop independent skills that will enable them to function normally in their everyday context
- Teach students strategies to cope with their academic and social challenges (organizational, error analysis, memory strategies, social skills training)
- Help students develop basic skills in the areas of reading, writing and mathematics
- Provide individualized instruction through modification of programs and environments, working collaboratively with teachers, providing structured environments with technology use and counseling support to cope with learning challenges
- Select content and design curricula to meet the interests, knowledge, understanding, abilities and experiences of the students
- Use a constructivist approach of teaching along with direct instruction to develop higher order thinking skills
- Work together with colleagues within and across disciplines and grade levels



Learning challenges affect individual learning. These students usually possess an average or above average intelligence and experience difficulty in processing information (collecting, sorting and expressing information). Reading, writing, spelling, mathematics, memory, study skills, speaking and listening may be affected. KIS can provide support for students with mild to moderate learning difficulties.

**Mild disabilities** are expressed as learning difficulties in one area of academics, either language or mathematics. These are exhibited as mild differences in comprehension, sequencing, auditory and visual processing. Services offered to students with mild learning difficulties include:

- Educational assessments
- Educational reports
- Remediation in the required skill
- Test accommodations
- Exam accommodations
- Class accommodations
- Exemption from second language requirements supported by documentation

**Moderate disabilities** are expressed as learning difficulties in both language and mathematics. Students fall within a standard score range which is lower than average in comparison with their peers. Services offered to Educational assessments

- Educational reports

- Remediation in the required skills
- Para educator in the classroom(s)

#### Curriculum modification

Students will be identified through referrals by class teachers, parents, previous documented history and other reliable sources. Outside evaluations are not necessary for students to qualify for LRD support.

The purpose of assessment in special education is for screening, placement, program evaluation and evaluation of student progress. Assessments used for evaluation purpose are:

- Classroom ecological inventory
- Standardized tests
- Social skills screening test
- Portfolio assessment
- Curriculum based measurement



Learning Resources department staff work with enthusiasm and commitment and in collaboration with classroom teachers to generate creative and diverse solutions tailored to individual student needs.

## Library

KIS library program aims:

- To encourage and develop recreational reading
- To ensure that students and staff are effective users of ideas and information ie they are information literate
- Information literacy is the ability to access, evaluate and use information from a variety of sources.

KIS library curriculum strands include:

- Enjoyment and appreciation of reading and / or literature
- Information handling skills

KIS library curriculum is based on the following rationale:

#### *Recreational reading:*

Students who read widely for pleasure benefit academically and developmentally. Direct benefits of developing reading habits are:

- Improved reading comprehension
- Improved use of written and spoken English and other languages
- Growth in maturity of outlook through access to experiences beyond students' immediate world

#### *Information society:*

- We live in an information society
- Information is an infinite commodity with pervasive and essential needs

- As technology changes the modes and pace for creating and storing information, it also demands changes in information accessing strategies

*Access:*

- The need for information, decision making and problem solving based on critical thinking are inherent in all areas of the curriculum
- Information literacy is essential to the functioning of a democracy

*Research:*

- The need to enquire is the most significant motivation for research
- Research is a process that results in a product
- Information literacy instruction should be integral to the educational process and the student's need to enquire



**Instructional partnerships:**

Students learn the information retrieval and handling skills best in a curriculum context:

- Ideally teachers plan units in consultation with librarians, so that students learn to access and use information in learning situations where they have the guidance of subject teachers and librarians
- Effective information handling skills require regular reinforcement and development, so students at all grade levels are encouraged to come to the library throughout the day
- An effective library program requires librarians to work closely with teachers to:
- Coordinate reading development activities with classroom learning
- Develop a balanced book stock that includes the best of children's literature and materials supporting the curriculum, as well as allowing for research and information gathering beyond the curriculum topics
- Ensure that information handling skills are taught in a curriculum context and reinforced as necessary

**Program objectives:**

- Students will be encouraged to enjoy and appreciate recreational reading of a variety of written materials and be able to:
- Access the library regularly
- Locate and select reading material
- Be aware of new acquisitions in the library
- Students will be able to access information by:
- Recognizing the need for information
- Recognizing that accurate and complete information is the basis for intelligent decision making
- Formulating questions based on information needs
- Identifying potential sources of information
- Developing successful search strategies
- Accessing print and technology-based sources of information
- Becoming a competent reader

**Students will be able to evaluate information by:**

- Determining accuracy and relevance
- Recognizing point of view and opinion versus factual knowledge
- Rejecting inaccurate and misleading information
- Creating new information to replace inaccurate or missing information as needed

**Students will be able to use information by:**

- Organizing information for practical application
- Integrating new information into an existing body of knowledge
- Applying information in critical thinking and problem solving

**Students will understand and be able to follow prescribed literacy rules and procedures.****KIS High School library objectives:**

Students will develop the habit of reading widely for pleasure and demonstrate the following information literacy skills within the context of subject assignments:

*Defining the task:*

- Explore and identify the need for information
- Formulate the central search question
- Relate question to previous knowledge
- Identify key words, concepts and names

*Seeking and locating information:*

- Identify potential resources
- Develop general search strategies to organize the search
- Locate and explore previously identified resources

*Selecting relevant information:*

- Selecting the most useful resources for further exploration and formulate specific strategies for using them
- Searching for relevant information
- Analysis of retrieved information: interpretation, inference and integration

*Presenting information:*

- Determining how to use / present / communicate and organize information for intended use

*Evaluating the process and its results*

## Appendix 1 - Policy on academic honesty

The main objective of the policy on academic honesty at KIS is to create an intellectual climate in which sanctions and procedures which accompany academic dishonesty become superfluous.

### Instances of academic dishonesty

Academic dishonesty constitutes acts which result or may result in an individual gaining unfair advantage. The following is a list of such behavior, but is by no means exhaustive:

- Plagiarism: offering the words, ideas, works or arguments of another person (in whole or part) as one's own. This includes works of art whether music, film, dance, theatre arts or visual arts.
- Copying from another student or making information available to another student during a test or examination
- Fabricating or falsifying research data
- Submitting the same piece of work for more than one course (this is strictly forbidden by the IBO)
- Communicating with another student during examinations
- Bringing into the examination room materials which are not permitted
- Interfering in the scholastic work of another student, for example by stealing laboratory reports, computer files and library materials
- Altering grades awarded by a teacher
- Stealing examination papers
- Using an unauthorized calculator during a test or an examination
- Impersonating another student



### Teacher responsibility

Teachers at KIS are expected to encourage good practice among students. The following are some of the measures that should be adopted to avoid malpractice.

- Provide advice to students when necessary so that students have a clear idea of what constitutes plagiarism in the various subjects
- Ensure that the words, ideas, works from sources are acknowledged appropriately
- Be vigilant enough to spot inexplicable changes in the style and quality of student work
- Question students on written work, especially the extended essay, in order to determine whether the work is really that of the student
- Use a search engine / turnitin.com whenever possible to detect plagiarized work
- Authenticate student work whenever required. The IBO expects "each teacher to confirm that, to the best of his or her knowledge, all candidates' work accepted or submitted for assessment is the authentic work of each candidate"
- Distinguish between collaboration and collusion to prevent allegations of collusion against students
- Be familiar with the IBO publication "Academic honesty: guidance for schools"
- Cooperate in the investigation of suspected cases of malpractice
- Write a statement for any report on malpractice to be submitted to the IBO. The IBO provides guidelines on what should be included in this statement.
- Not leave candidates unsupervised during examinations



- Not disclose the contents of an examination paper within 24 hours after the examination has been conducted
- Not permit a candidate additional time in an examination unless formal authorization has been granted
- Not start an examination before the scheduled time
- Not provide undue assistance to a candidate in components that contribute to the assessment requirements of the IB program. Guidelines on this are often provided in the various subject guides and teacher support material published by the IBO.

### Student responsibility

Ultimately it is the student's responsibility to ensure the integrity of all work and to understand what constitutes an offence against academic honesty. Students are strongly advised to abide by the following guidelines:



- Acknowledge all sources (e.g. books, journals, internet sites, CD-ROM, magazines, photographs etc.) using any standard citation style when writing assignments
- Use footnotes and endnotes to acknowledge the source of an idea that emerged from a discussion with another person.
- Paraphrased ideas of another person should also be acknowledged
- Review all work before submission to check that all sources have been acknowledged
- As far as possible work independently with the support of the subject teacher
- When collaboration with other students is required or encouraged by teachers ensure that the final work is produced independently
- Do not attempt to submit a similar piece of work for different assessment components of your IB program (e.g. your internal assessment and the extended essay)
- Listen to and follow all instructions given before an examination

### Sanctions for academic dishonesty

Sanctions against academic dishonesty may range from warning to dismissal depending on the seriousness of the offence. Turnitin.com is being used to detect cases of plagiarism.

The consequences are (but not limited by):

- *1st offence:* A grade of F or a 0 will be given for the assignment or test and an academic incident report will be entered
- *2nd offence:* A grade of F or 0 will be given for the assignment or test and referral to the Academic Vice principal. Parents will be informed. Suspension is considered.
- *3rd offence:* A grade of F or 0 and suspension or expulsion from school. If a teacher or the IB Coordinator has reason to believe that a piece of work to be submitted to the IBO is not authentic, that work will not be accepted. This will result in no grade being awarded for the subject.
- Proven cases of theft of examination/test materials will result in expulsion from school
- The set IB procedure will be followed in cases of any malpractices during IB examinations

## Appendix 2 – KIS teacher resources, tips and general expectations

### 1. Checklist of materials for teaching the KIS Diploma subjects

- KIS Diploma Handbook
- School policy on academic honesty
- Textbooks used in the school found in the Library
- Turnitin password
- Get the official course description from the HOD. It is also available in the VP's / IB Coordinator's office

### 2. Where to get the materials:

- KISNet – department web page / KIS Diploma web page – general guidance
- IB / HS Curriculum Coordinator's office
- The resources on KISNet, KIS Library, textbook room and department Library and former teachers' resources in the department
- Soft copies of departmental resources in the department computers

### 3. Some tips:

- Explain the KIS subject curriculum to the students and the way you intend to approach it
- Please remember that the course curriculum cannot be changed or modified. All curriculum changes and modifications must be discussed and ratified by the department and then passed on to the Academic Affairs committee for its approval
- Give your semester plan to the students; upload it onto the subject web pages
- The semester plans need to be put on Atlas Rubicon which provides for horizontal and vertical articulation, learning outcomes and aims and objectives of the curriculum
- Criterion referenced assessments need to be conducted and that needs to be clearly explained to the students.
- Provide prompt feedback to students on assessments
- On "My Classes" on KISNet the grades need to be put immediately after the assignment has been done so as to provide for better tracking of the students' academic progress
- Within a few weeks of your arrival at KIS you are required to give an interim report on new students which is posted on My Classes. Please ensure that you have completed sufficient assessments to do this
- The thumb rule is there should be at least four different types of assessments
- The class median should generally be at least B- which reflects the mid-way point of the 12-point grading system
- Closely monitor research papers / assignments so as to detect copying and plagiarism
- Check the documents in the department with reference to past assignments and examination papers
- Retain copies of the drafts of major pieces of research work
- Go through your HOD if you wish to purchase any teacher resources and specify whether the department or Library budget is to be debited
- New computer software needs to be approved by the HOD and VP and ordered through the ISM
- Check the seven-year curriculum review cycle in your department. Please remember that major changes in curriculum and provision of additional or replacement text



books can only take place during the review cycle. In other words text books would generally change after seven years

- To get a clearer overall picture please read the MSA self-study questionnaire pertaining to your department
- All classroom discipline issues should be referred to the HS Coordinator. Click here to read the absence policy and other important documents on the HS webpage on KISNet

## Appendix 3 - IB/KIS Diploma student resources and assistance

### Student resources and assistance

- Textbooks can be secured from the text book store attached to the school library
- The main school library has reference books in all subject areas, exemplary extended essays, past IB papers, IB World magazine, IB revision notes and subject specific CD Roms and audio visuals
- Sample as can be secured from the subject teachers
- Department pages on KISNet have IB subject specific documents, semester plans, resources, learning activities and guidance
- The IB page on KISNet has centralized all IB information which is general and subject specific
- KISNET also has book marks of the IB and general resources on the net
- Check KISNet for all the announcements related to IB / KIS Diploma program
- The scheduling issues are handled by the High School Coordinator's office
- The mock examinations are held in the year 2 of IB program in the month of April
- You will receive a turnitin ID and secured password
- Familiarize yourself with the IB learner profile, IB academic honesty policy and the DP general rules and regulations related to students and parents, all of which are on the IB webpage on KISNet.
- Read the school diary for the academic policy, discipline policy and the student handbook
- The IB Diploma registration is done by the IB Coordinator's office in the second year of the Diploma program by the end of quarter one of semester one
- The actual college application process begins in the October of the second year of the Diploma program
- Read Appendix 1 and 3 in the IB Handbook pertaining to deadlines which need to be strictly adhered to
- The IB Coordinator's office can be contacted concerning matters pertaining to the IB and KIS Diploma Program
- Careers and College Advisor can be contacted for career and college related issues
- Scheduling issues and routine class room discipline are dealt through the High School Coordinator's office
- The extended essay process begins at the end of year 1 of the IB Diploma Program
- By the end of year 2 semester 1 (October and November) IB orals are conducted
- During the summer vacation in May in the first year IB students should be doing the ground work for extended essay
- The second-year winter vacation in December is spent on general spade work for internal assessments by IB students
- Those who do IB certificates or just the KIS Diploma need to undertake senior thesis portfolio in year 2, semester 2 as per the guidelines given in the KIS Diploma Handbook



## Form 1 - KIS Diploma Program

### General regulations

Name of student: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

This is to acknowledge that we have completed the following:

- Received, read, understood and accepted the KIS Diploma Program general regulations document



Signature of student: \_\_\_\_\_ Signature of parent/guardian: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Form 2 - The online registration procedure (grade 11 shown)

\* the same process but with different courses, is in place for Grade 12.

Name of the student: \_\_\_\_\_ Advisor: \_\_\_\_\_

- **Step one:** Go to KISNet - My Portal and first fill in your 'Career Plan'
- **Step two:** Go to the 'Academic Planner' and click on grade 11, first semester to make your selection of subjects
- **Step three:** Guidelines for selection (see academic planner)

### KIS Diploma related rules for course registration

The KIS Diploma/IB certificate students must select subjects keeping only the KIS credit requirements of the core subjects and the additional requirements of FAPA, RE, PE and Health in mind.



Groups & departments	IB Higher Level	IB Standard Level	KIS Diploma course
<b>Group 1</b>			
English (one only)	English PHL <i>grade 10 B or higher in English</i>	English PSL	
<b>Group 2</b>			
Second Language (Language B) (one only) <i>Pre-requisite: should have had 2-5 years previous study of the language for PHL / PSL, complete Phase 3</i>	Hindi B PHL German B PHL* Korean B PHL French B PHL*	French B PSL Hindi B PSL German PSL Spanish ab initio PSL Spanish PSL Korean B PSL Tamil B PSL	Dzongkha 11 Hindi Beginners Tamil (Beginners /intermediate)
<b>Group 3</b>			
Social Studies (not more than two SS course can be taken)	Economics PHL Business & Management PHL History PHL Psychology PHL (combined class for PSL & PHL) Global Politics PHL	Economics PSL Business & Management PSL Psychology PSL Global Politics PSL	*International Relations *(1-year course)
<b>Group 4</b>			
Science (More than one science course can be taken, however if 3 are required, then the KIS diploma is required to do so)	Chemistry PHL Physics PHL Biology PHL PHL	Chemistry PSL Physics PSL Biology PSL E-Systems & Societies PSL Sports Exercise & health science PSL	

Group 5			
Math (one only) <i>Pre-requisite</i>	Math PHL (Math Adv or 6 in Math 10)	Math PSL (Math Adv or 5 in Math 10) Math Studies PSL (Math 10)	
IT department <i>*One semester of computer applications is a requirement for graduation</i>	Computer Science PHL	Computer Science PSL	
Group 6 - FAPA			
Fine Arts	Visual Arts PHL	Visual Arts PSL	Advanced Art: Mixed Media, Art Application; Architecture & Design



Groups & departments	IB Higher Level	IB Standard Level	KIS Diploma course
Performing Arts	Music PHL	Music PSL	<i>Individual lessons + practice:</i> Piano, Woodwind, Brass, Percussion, Voice, Strings, Classical Guitar, Veena, Carnatic Vocal, Tabla <i>Music Ensembles:</i> KIS Singers/Choir * Advanced Band * Chamber Singers/Honors Choir Band/Ensembles/Choir are one year courses
Performing Arts	IB Film PHL	IB Film PSL	Indian Dance (Classical) Drama 11/12
Practical Arts			Baking, Indian Cooking International Cooking
Media Arts			Journalism, Yearbook * 1 year Photography Creative Writing
Additional subjects required for KIS Diploma	IB Higher Level	IB Standard Level	KIS Diploma course
PE/Health			
Religious Education			Life and Spirituality
Social Experience			

Other requirements/options			
SAT prep classes			SAT Math SAT English
TOK I and II	Full IB requirement		

Student: \_\_\_\_\_

Advisor: \_\_\_\_\_

Careers & College Advisor: \_\_\_\_\_

High School Coordinator: \_\_\_\_\_

IB Coordinator: \_\_\_\_\_

