



# ALPHARETTA HIGH SCHOOL

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## ***Expectations for Diploma Programme and Course Candidates***

*Diploma Programme (DP) Candidates = students working toward full IB Diploma by taking 6 IB classes and completing the DP Core (CAS, EE, TOK). Course Candidates (CC) = students taking 1-2 IB courses apart from the full Diploma.*

- **DP and CC students are expected to adhere to all of the Alpharetta High School policies outlined in the most recent Handbook for Students and Parents.** These policies specifically include (but are not limited to):
  - Academic Honesty
  - Assessments
  - Attendance
  - Makeup Work
  - Student Conduct
  - Student Scheduling
- **DP and CC students are expected to adhere to all policies set by the International Baccalaureate Organization.** These policies include (but are not limited to):
  - General Regulations: Diploma Programme
  - IB Assessment principles and practices
  - Academic Honesty in the IB
- **DP and CC students are expected to complete all internal and external IB assessments with due diligence and the utmost integrity.**
  - All internal assessments must be turned in by each teacher's specified due date as noted in published course syllabi and calendars.
  - Acceptance of late Internal Assessments is contingent upon the IB Coordinator's approval. Internal Assessments are official IB assessments and subject to IB's policies regarding missed examinations.
  - Students are expected to remain in good academic standing by maintaining at least an unweighted 74 average in all IB classes.
  - Student-Parent-Teacher conferences may be held for any students whose grades fall below an unweighted 74 at the end of a semester to evaluate the advisability of the student continuing in the course. Students who fail a semester of an IB course will not be able to continue in the course.
  - Failure to adhere to the Academic Honesty Policy may result in a student's ineligibility for the IB Diploma and any potential associated college credit and may result in dismissal from the IB Programme at AHS.
- **DP and CC students may be required to use various digital platforms to log and submit CAS activities, IB Assessments (including TOK), their Extended Essay, and other IB coursework.**
  - Once students have been registered for the relevant accounts, they will be responsible for all required submissions and/or work submitted through those platforms.
- **Consent to Submit Students' Work to IBO**
  - For students who do not use the candidates.ibo.org site to upload their eCoursework, the IB requires that student's IB school (via the programme coordinator or any other staff member authorized by the school) obtains consent and/or permission from the students (and their parents if required by your local law or school policies) allowing the upload of eCoursework on the student's behalf.
  - The IB relies on legitimate interest when processing coursework of candidates to carry out its educational mandate. For additional information about the use of personal data and privacy for eCoursework, please refer to the eC3 Privacy Supplement.
  - By submitting this declaration, you understand and consent to the programme coordinator or another authorized school staff member uploading your work to the IB's eCoursework system.
  - You also confirm that you are at least 15 years old and that the version of any materials you pass to your programme coordinator or another school staff member is the correct and final version, is your own work and that you have correctly acknowledged the work of others. Failure to do this will be investigated as a breach of IB regulations.

- **DP students are required to complete all core elements of the IB Diploma Programme in an exemplary fashion.**
  - Core elements include: Extended Essay, CAS, and Theory of Knowledge.
  - Failure to complete and submit even one of these core elements will result in automatic ineligibility for the IB Diploma and potentially college credit associated with IB courses.
  - Failure to complete a core element once students have been registered for IB exams will result in the student's family reimbursing costs as noted below.
- **DP students who pass all IB classes, complete exams, and core elements of the IB Diploma Programme will be recognized at Alpharetta High School's Honors Night and graduation ceremony as IB Diploma Programme Graduates.**
  - Course Candidates are limited to two (2) IB classes in total and will not receive additional recognition at AHS for completing individual IB courses.
  - Note: International Baccalaureate Diplomas are issued to candidates during the fall after a student graduates pending exam results and other associated scores.
- **DP students must follow the Exit Request Policy if unable or unwilling to continue in the IB Diploma Programme.**
  - All Exit Requests are subject to the Schedule Change policies as outlined in the Handbook for Students and Parents.
  - If students who exit have already been registered for IB exams, the student's family will still be responsible for reimbursing Alpharetta High School for all fees as outlined in the cost chart.
- **Students are expected to sit for exams and submit all work associated with IB classes. Costs of exams will be reimbursed by the student's family IF:**
  - the student withdraws from an IB class AFTER being registered in November for the associated exam
  - the student does not sit for an associated exam (e.g. missed exam)
  - the student does not complete an IB requirement (e.g. IA, EA, EE, TOK, CAS etc.) by the assigned deadline; these deadlines are subject to IB assessment policies and not the FCS recovery policy

## IB Cost Chart\*

| Exam Registration Components                                  | Fees*         |
|---|---------------|
| Subject Registration (\$119 per subject)                      | \$119 - \$714 |
| Theory of Knowledge (TOK) Registration**                      | \$46          |
| Extended Essay (EE) Registration**                            | \$91          |
| Creativity, Action, Service (CAS) Registration**              | \$10          |
| Local Administrative Fees (estimated)                         | \$100         |
| <b>Total Estimated FCS Cost per Diploma Programme Student</b> | <b>\$961</b>  |

NOTE: potential costs for Course Candidate vary depending on the number courses being taken.

\* Fees listed are for school year 2023-24 based on the schedule of fees established by IBO and available at [www.ibo.org](http://www.ibo.org); fees are subject to change.

\*\* The fee is for each core requirement of the Diploma Programme a course candidate is registered for, and for diploma candidates retaking a core requirement. These core fees do not apply to a diploma category registration.

By signing I am acknowledging receipt of and commitment to the expectations for the IB program at Alpharetta High School. I understand that the IB Diploma Programme (IBDP) is a two-year commitment and an exit request process must be completed should I decide to no longer continue with the program. Additionally, I understand that the failure to complete any of the above expectations will lead to a plan of improvement and/or possible removal from the program. I also understand and agree to the policy regarding exam fees and the family's responsibility to reimburse fees due to any of the conditions mentioned above. I also give consent for AHS's IB Diploma Programme to upload work to the IB on my behalf. I understand that to be recognized as an IBDP graduate at Honors Night and/or graduation, all IB classes must be passed, IB assessments and all core elements (TOK, CAS and EE) must be completed, and any additional graduation policies or procedures have been met.

\_\_\_\_\_  
(Print **Student** Name)

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Date MM/DD/YYYY)

\_\_\_\_\_  
(Print **Parent/Guardian** Name)

\_\_\_\_\_  
(Parent/Guardian Signature)

\_\_\_\_\_  
(Date MM/DD/YYYY)