

PARENT-STUDENT HANDBOOK



School Year
2025-2026



QSI INTERNATIONAL
SCHOOL OF SHENYANG

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INTRODUCTION TO QSI SHENYANG

This section provides an introduction to our school and offers a glimpse into the student experience. It also outlines key policies and procedures that are important for families to understand. We encourage all parents and students to read this section carefully, as it contains essential information to help ensure a smooth and successful school year.

Welcome

We warmly welcome you to QSI International School of Shenyang. Whether you are new to our school or returning for another year, we are delighted to have you as part of our international community. Since our establishment in 2012, our goal has been to prepare students for continued academic success and to meet the challenges of a rapidly changing world.

QSI Shenyang is a private, nonprofit day school offering a rigorous and well-rounded curriculum for students aged 3 to 18. We serve families of all nationalities holding foreign passports and follow a mastery-based approach that allows students to progress at a pace suited to their individual needs. Instruction is personalized, and our learning environment is both positive and engaging, helping students build the skills they need to succeed.

This handbook provides students and families with essential information about our school's daily operations, policies, and expectations. It explains how we work together as a school community to support learning, ensure safety, and promote respectful behavior. We ask all families, both new and returning, to review the contents of this handbook carefully at the beginning of each school year to ensure a shared understanding of our values and responsibilities.

At QSI Shenyang, we are proud of the diverse cultures and backgrounds represented in our school. This diversity enriches our community and is always considered when forming the content of this handbook. We strive to ensure our expectations and policies are clear, inclusive, and supportive of all students and families.

We also recognize that effective communication is one of the most important factors in a successful school experience. We encourage open and respectful dialogue between school and home and welcome your feedback and involvement. Your partnership plays a vital role in supporting each student's growth and success.

We look forward to a productive and meaningful year together. Please know that you are always welcome at QSI International School of Shenyang.



Mark Mason
Director

QSI Mission Statement

Our schools are established to provide a quality education, in the English language, for students in the cities we serve. These students are the children of parents of many nationalities who have come to a foreign country, usually for a limited stay of a year or more. Some students are permanent residents, citizens of the host country.

Our schools follow a logical model of education, which measures success by the accomplishments and attitudes of our students. We believe that all of our students can succeed, that their successes encourage them to continue in a pattern of success, and that it is the school's responsibility to provide the conditions for success. These conditions include:

- Developing clear statements in measurable terms of what the student will do to demonstrate mastery of learning;
- Providing the time and resources needed for each student to attain mastery;
- Ensuring that students engage in learning at a challenging level, yet at a level for which each student has the prerequisite skills necessary for success.

We believe in providing an aesthetically pleasing physical surrounding under the charge of a caring staff who believe their students will be successful, and who use time with the students as a resource for learning rather than as a boundary condition to determine when a unit of learning begins and ends. We believe in providing resources such as books, learning materials, and educational technology. In the world today, children need to become proficient in the use of computers and related technology as tools to accomplish a myriad of tasks.

Finally, we believe in working with parents to encourage our students to adopt qualities of living that lead to success long after formal schooling has ended. These include universally accepted "success orientations" of trustworthiness, kindness/politeness, responsibility, independent endeavor, concern for others, group interaction, and aesthetic appreciation.

QSI Statement of Inclusion

QSI is open to all students. We respect their diversity regardless of race, ethnicity, gender, cultural background, disability, religion, personal beliefs, and socioeconomic status. QSI employees will be considerate of diverse cultural and family beliefs when teaching in the classroom. In QSI schools, we provide a safe and supportive environment for all students.

Child Protection

Introductory Letter to School Community

Dear Parents,

QSI International School of Shenyang strives to provide your children with positive educational experiences that are characterized by caring, supportive relationships and free from neglect or abuse of any kind. We are committed to working with you to ensure that the school maintains this type of environment.

Quality Schools International (QSI) has developed a Child Safeguarding and Protection Handbook, which has been adapted to and adopted by this school. By enrolling your child(ren) at QSI International School of Shenyang, you agree to work in partnership with the school and you understand and agree to the child protection Code of Conduct. Protocols outlined in the handbook are aligned with the QSI Mission Statement, Exit Outcomes, and Success Orientations, as well as these two articles from the United Nations Convention on the Rights of the Child:

Article 19: Protection from abuse and neglect

. . . shall protect the child from all forms of maltreatment by parents or others responsible for the care of the child and establish appropriate social programs for the prevention of abuse . . .

Article 34: Sexual exploitation

. . . shall protect children from sexual exploitation and abuse, including prostitution and involvement in pornography.

To help our students learn and grow in a safe environment, the following educational components are included in the school's Child Safeguarding and Protection plan:

- Age-appropriate lesson plans to foster understanding of personal safety, needs, and rights in each classroom.
- Parent information sessions and resources regarding the school's Child Safeguarding and Protection programs and policies.
- Faculty and staff professional development workshops on recognizing and reporting child abuse and neglect.

Thank you for your support in maintaining a school and community in which students, staff, and parents feel safe and happy. If you have any questions about the Child Safeguarding and Protection plan or any other school policies, please don't hesitate to contact me.

Sincerely,



Mark Mason
Director

QSI PSG

Parent Support Group



The role of the PSG in QSI is to support the school's learning environment in various ways. We host events, run projects, raise funds, enrich/support the curriculum, lastly we also promote communication between parents and the school. The PSG has a coordination team that decides on projects and works in close collaboration with the school. As a PSG member you have the flexibility to decide where, when and how much support you would like to provide.

**The PSG meets approximately once per quintile (5-times per year).
Keep an eye on the school newsletter for an announcement of when the next meeting will be.**

Ask one of the school office staff or a parent to add you to the Parent Support Group WeChat.



PARENT CAFE

Regular brunch where parents meet and socialize, get to know each other a little better, build relationships and support each other.

QSI FAMILY NETWORK

QSI Family Network (QFN) is a WeChat group that links parents with the school, each other and vice versa. Share ideas, fun activities, enquire about extra curricular activities for the kids or just looking for a nice restaurant.



Parent Listening

Exciting, ongoing PSG project. Support the school by signing up to listen to them read aloud on Tuesday and Friday afternoons.

Join Groups

- PSG Group
- QFN Group
- Sports Groups
- Shenyang Active
- Parent Listening

Remember to change your name in the groups to: Your name (child's name/s)
eg. Juane de Jong (Calista's mom)

Spirit Wear

The school has great spirit wear available. Hoodies, beanies, buffs, t-shirts etc. Branded with the school logo. PSG t-shirts also available on request.

Educational Model Summary

Keys to Success



Success-Oriented Learning

The school's educational structure is based upon student performance and mastery learning. The Performance-Based/Mastery Learning approach recognizes human characteristics and enables the student to be placed in learning environments according to achievement levels. This approach facilitates matching the students' skills and needs with the academic program. The implications are profound for student attitudes and learning. The school is dedicated to this concept.



Performance-Based

The curricular model used is a "Performance-Based" approach to education. The content of each academic discipline is divided into specific student expectancies or "Essential Units". An "Essential Unit" contains specific concepts or skills. Teachers give instruction and guidance for the essential unit using appropriate materials and activities, and when the essential unit is completed, assess for student mastery. Records are maintained documenting individual student progress and credentialing. Objectives, instruction, teaching materials, and evaluations are aligned. Curriculum is reviewed periodically for relevance and validity. All curricula are available for parents to review.



Mastery Learning

In this research-validated model each Essential Unit is taught with a view to excellence. When students demonstrate mastery of the essential unit, they move on to the next essential unit. If the student does not achieve mastery, the teacher re-teaches, and the student revises as necessary. Additional conferencing and extended practice may be given for the student to demonstrate proficiency at the appropriate level before testing again. When the students demonstrate mastery, they are rewarded with an "A" or "B". Thus, a student never "fails" in the traditional sense. Instead, he/she proceeds logically through the curriculum at a pace determined by his/her mastery of the material.



Success Orientations

"Success for All" is the motto of QSI Schools. Personal habits and the ability to interact successfully with others are deemed as valuable as the knowledge and competencies students learn. Success orientations are actively encouraged in virtually all areas of the school curriculum with the view of making them a vital part of one's life pattern. Evaluations of the success orientations are limited to situations within the jurisdiction of the school and are made by a consensus of the professional staff members.

Success Orientations are grouped under the headings of:

- ✓ Responsibility ✓ Trustworthiness ✓ Group Interaction
- ✓ Aesthetic Appreciation ✓ Kindness and Politeness
- ✓ Independent Endeavor ✓ Concern for Others

Student Evaluation

Evaluations and rewards for student progress should take place as soon as possible after mastery is demonstrated for each unit outcome.

- ✓ All students can succeed
- ✓ Success breeds success
- ✓ It is the school's responsibility to provide the conditions for the student's success

With this in mind, Quality Schools International does not accept mediocre (grade of "C") or poor (grade of "D" or "F") work. The grades of "A" and "B" are mastery grades, and indicate that a student has successfully mastered the learning objective and is ready to build on that learning.

Evaluations, called status reports, are issued to all students five times each year (at the end of each "quintile"). However, parents may request a status report for their child at any time.

- A** All essential parts of the outcome were mastered at an appropriately high level. The student consistently demonstrated noteworthy achievement of a high quality, particularly in the higher order thinking or performance skills.
- B** All essential parts of the outcome were mastered at an appropriately high level in which the student successfully engaged in higher order thinking or performance skills.
- P** The student is "In progress" in the outcome (normal status).
- H** This outcome is "on hold" for a legitimate reason. (The student has begun the outcome but is not currently pursuing it.)
- E** "Exposure". The student made a reasonable effort in the outcome and attained a level of mastery consistent with his/her capabilities. (Elementary classes only, but not in mathematics, reading, or writing.)
- W** The student has withdrawn from this outcome.
- D** The student has not made a reasonable effort and is therefore "deficient" in attaining mastery of the outcome. If a D is issued, school administration will notify the parents ahead of issuing the status report. Parents will be invited to discuss further how to support the student. A D can later be changed to a passing grade when the student completes mastery level work.

Secondary students follow the same grading format. More information about secondary grade equivalency and policies with regards to upgrading & D grades can be found in the middle-secondary section of this handbook.

Success Orientations

Many think of school in terms of the 'Academics.' QSI feels it is equally important that the often hidden part of the curriculum is a vital part of the entire QSI school experience. QSI calls these the Success Orientations.

Success for All is the motto of QSI. This is more than just a slogan. Research indicates, and our experience confirms, that successful people have developed personal orientations that lead to success. Personal habits, the ability to interact successfully with others, reliability, responsibility, diligent work habits, promptness, keeping your word, kindness, and other factors in this realm are at least as important as the knowledge one learns and the competencies one gains. Success in these orientations rests first and foremost in the home; however, the success orientations are actively encouraged and taught in virtually all areas of the QSI school curriculum with the view of making them a vital part of one's life pattern. The role of QSI is to reinforce these efforts of the home.

Success Orientation behaviors are evaluated independently from academic assessments. They are given solely on the basis of student performance in the specified outcomes. The seven Success Orientations are:

Trustworthiness
Responsibility
Aesthetic Appreciation
Concern for Others
Kindness and Politeness
Independent Endeavor
Group Interaction

Success Orientations are recognized and celebrated throughout the school. Students will be given a grade for each success orientation at the end of each quintile.

S (Success) means the student is meeting expectations and regularly demonstrates the success orientation in appropriate ways. This is the expected standard and by achieving this grade we are celebrating the student's success!

E (Exemplary) means the student consistently demonstrates the success orientation with a high level of commitment, going above what is expected. Everyday, everywhere, to everyone. Teachers gather once per quintile to discuss nominations for E grades. These are not given out readily and demonstrate a high level of success in these areas. Students who get E grades will also receive a certificate to recognize their achievement.

N If a student is recommended to receive an "N," a school administrator will contact the student's family before the end of the quintile. A letter will be sent, and a meeting will be offered to discuss how to further support the student. Additional consequences, such as removal from extracurricular and off-campus activities, may be required. These are further explained in the Standards of Behavior section of this handbook.

More information about our Success Orientations can be found on our website: shenyang.qsi.org/about-us/core-beliefs

Message to New Students

At QSI International School of Shenyang, we want your transition as a new student to be as smooth and positive as possible. Our community is made up of students and staff from many different countries and school systems, and we warmly welcome newcomers throughout the year. Each new student brings something special to our multicultural environment. While you may be new now, it won't be long before you're the one welcoming someone else.

Placement

Homeroom placement is based on the student's age, using October 31 as the cutoff date. In elementary school, students are placed with their age group for most subjects, with the exception of mathematics, reading, and language arts, which may vary based on individual needs.

To ensure appropriate placement, students complete entrance assessments in reading, writing, and mathematics. These assessments are administered by the Director or a designated staff member. Previous school records are also reviewed. Placement is guided by the student's current level of achievement, with the goal of avoiding both boredom from material that is too easy and frustration from material that is too difficult.

Because our instructional program is delivered in English, students who need additional support to access the curriculum may be enrolled in the Intensive English Program.

Intensive English

The Intensive English program at QSI International School of Shenyang supports students who are developing foundational English skills, particularly those whose first language is not English.

The primary goal is to help students acquire the academic English needed to join regular classes as quickly and confidently as possible. Students enter the program with varying levels of English proficiency and progress at different rates based on their individual backgrounds and needs.

For students with little or no prior English, the program begins with practical spoken English to support everyday communication.

Families are encouraged to support English language development at home by providing regular opportunities for reading and consistent exposure to English in daily life.

Communication

- **School Newsletter:** The school produces a weekly newsletter, which is emailed to parents and shared via WeChat to keep students and parents informed of the things happening at school.
- **Parent WeChat Group:** The school manages a single WeChat group for all parents for the purpose of speedy information dissemination. This group should only be used by school staff.
- **Class WeChat Group:** Each homeroom class has a WeChat group for class-specific announcements and information, as well as a weekly newsletter showcasing class-specific activities. This group should not be used for communication about individual students.
- **Reports:** Five times a year, status reports are provided to parents. These reports are also available to view at any time through our Parent Portal. Two times a year, narrative reports written by the teachers are sent home. These are also available on the Parent Portal.
- **Parent Teacher Conferences:** Parent-Teacher conferences are held two times during the school year, typically in October and March. There are no classes held on the day of the scheduled parent-teacher conferences.

If parents have questions regarding the educational philosophy of the school or specific questions regarding the academic or social progress of their child, always contact the child's teacher directly. If a parent has questions about QSI policy or other administrative matters, please contact the director. The director is available if the parent is unable to contact the teacher directly. Please allow 24 hours for any non-emergency reply. If the parents are not satisfied with the answers of the director, they may reach out to the Regional Supervisor.

Student Supply List

Parents are asked to help prepare their children for learning by providing the following:

- Backpack or school bag
- Reusable water bottle
- Daily snack (we encourage healthy snacks such as fruit and crackers) and try to avoid unnecessary amounts by providing a reusable container where possible
- Daily lunch. Parents have an option to purchase a school lunch through our caterer or have students bring lunch from home.
- Sturdy shoes that have good support for PE activities
- Classroom shoes may be required at the homeroom teacher's discretion (students, before entering the classroom, will change into their indoor shoes or slippers)
- During the winter months, indoor shoes are required for all students. Please see more information about this in our recess policies section.
- Middle school and secondary students are expected to bring an academic device each day. Please see the academic device section on page 28 of this handbook for more details.

Homework

Homework at QSI is intended to reinforce essential skills, foster curiosity, and support the mastery learning process. While expectations vary based on student needs, these general guidelines reflect typical developmental ranges. Homework is meant to include meaningful reading, review, and skill practice. These guides do not include time spent reading for pleasure, an activity that is highly encouraged.

- Younger students (ages 6–8): 15–30 minutes per day, typically focused on reading, basic math fluency, and occasional project-based learning.
- Upper elementary and middle students (ages 9–13): 30–60 minutes per day, with an increasing focus on independent, skill-based tasks.
- Secondary students: 60 minutes or more per day, with up to 90 minutes expected for those engaged in rigorous coursework such as Advanced Placement (AP) classes.

These time frames are approximate and may vary. Students who are working to close academic gaps may require additional support at home. This includes those enrolled in Intensive English as well as students working at a native level in languages other than English.

Further considerations:

- If you, as a student, are continually overburdened with homework assignments, a meeting with the teachers and the director may be needed to determine the best course of action for you.
- Parents are to be notified in writing whenever it appears that assignments are not being consistently completed.

Buses

Our school bus service is operated by Shenyang Shanxing School Bus Service Co. Ltd., the only government-approved provider in our district. We currently run six bus routes covering a wide area of Shenyang. While we aim to minimize travel time, some students living farther away may spend more time on the bus.

- Morning arrival: between 8:00–8:15 am
- Afternoon departure: 3:55 pm
- *A limited after-school activity (ASA) bus service is available on Mondays, Wednesdays, and Thursdays for students aged 11 and older.*

Bus Monitors and Communication: Each bus has a school-provided monitor who keeps families updated on the route.

- For illness or same-day absences, contact the bus monitor before the scheduled pick-up time. Preferably before 7:00 am.
- For other changes to your child's bus use, please inform both the bus monitor and the homeroom/advisory teacher at least one day in advance.
- For safety reasons, we cannot accommodate last-minute bus changes. If a student requests to change buses without prior parent communication, the request will be denied.

For expectations regarding behavior on the bus, please refer to the Standards of Behavior section of this handbook.

Lunches & Snacks

At QSI Shenyang, we believe that nutritious food supports learning, physical health, and positive habits. Students who eat well are better able to focus, participate actively, and enjoy a full day of learning. We encourage families to provide meals and snacks that are healthy, balanced, and low in sugar.

Morning Snack

- Students should bring a healthy snack each morning.
- Ideal snack options include fruits, vegetables, cheese, yogurt, or whole grain items.
- Highly processed snacks, candy, and sugary drinks are strongly discouraged.
- Snacks should be easy to open and eat independently. Minimal packaging is preferred.

Lunch

- Students may bring lunch from home or enroll in the school lunch program.
- Microwaves may be used under staff supervision.
- If a student forgets their lunch, a school lunch can be provided that day. Please notify the homeroom or advisory teacher as soon as possible.
- Food deliveries are not allowed.

Other Considerations

- Filtered cold and warm water (around 40°C) is available at water stations throughout the school.
- Boiling water is not available.
- Chewing gum is not permitted for preschool or elementary students. Middle and secondary students may chew gum responsibly. This is a privilege that may be revoked if misused.
- Food sharing is not allowed unless parents have given permission in advance.
- If a student in your child's class has a food allergy, we may ask that certain food items not be brought to school. Families will be notified as needed.

Recess

Outdoor Recess: The health benefits of time outside cannot be underestimated. Taking a break from the classroom and getting outside benefits students physically and mentally. We encourage all students to go outside during morning and lunch recess. Students will go out regardless of the temperature. The only times students will have indoor recess are outlined below.

Indoor Recess: Indoor recess will only be held if:

- It is actively raining, or is unsafe due to recent rainfall
- The Air Quality Index (AQI) exceeds our set limit of 240 (see air quality policy for details)

Indoor Shoe Policy: To support a clean and safe learning environment, QSI Shenyang follows a school-wide indoor shoe policy beginning after the first snowfall.

- At that time, all students are required to:
 - Wear indoor shoes while inside the school building.
 - Change into outdoor shoes for recess, PE, and any outdoor activities.
- Shoes should be comfortable and easy for students to change into independently.
- Some classrooms, especially in younger grades, follow this routine throughout the year.
- All students are welcome to use indoor/outdoor shoes year-round as a personal preference.

Thank you for helping us keep our classrooms clean and our students safe and comfortable.

Air Quality

At QSI International School of Shenyang, we prioritize the health and well-being of all students and staff while on campus or participating in school activities. In addition to maintaining safety procedures for emergencies such as earthquakes and fires, we recognize that poor air quality is also a significant health concern.

To support a safe and healthy environment, we have established the following air quality guidelines: We will check air quality daily before each recess period using our school-based air quality monitor.

If the **Air Quality Index (AQI) exceeds 240**, all outdoor activities (including recess, PE, and after-school sports) will be suspended until the AQI drops below this threshold.

Families may request that their sensitive children remain indoors when the AQI is below 240 by coordinating with the child's homeroom or advisory teacher. In these cases, students will be asked to wait in a supervised area inside the building during recess or PE class.

Health Services

If a student has a chronic illness, allergy, or medical condition that may affect their well-being at school, parents should inform the school office as early as possible. In some cases, a Health or Medical Management Plan may be required to help staff respond appropriately in case of an emergency. These plans are developed in collaboration with parents and, when needed, healthcare providers.

The school must always be able to reach a parent or guardian during the school day. Emergency contact information, including phone numbers and WeChat ID, must be kept up to date.

In the event of an injury or accident at school, a teacher or student should notify the office staff immediately. If a parent needs to be contacted, the school nurse will make the call.

School personnel will not administer any medication, whether prescription or over-the-counter, without written consent from a parent or guardian. A medication permission form is available from the nurse or office staff at any time. Alternatively, parents may give consent and instructions by email or WeChat message.

Student Illness

We are committed to maintaining a safe and healthy learning environment for all students and staff. To minimize the spread of illnesses and promote overall well-being, we ask for your cooperation in following these health guidelines.

Illness & School Attendance

To ensure the safety of all students, please keep your child home and notify the school office if they exhibit any of the following symptoms:

- Fever of 37.5°C (99.5°F) or higher within the past 24 hours.
- Severe cold symptoms, including excessive coughing, sneezing, or nasal discharge.
- Vomiting or diarrhea within the past 24 hours.
- Contagious illnesses, such as influenza, COVID-19, strep throat, conjunctivitis (pink eye), chickenpox, or hand-foot-and-mouth disease.
- Unexplained rashes or skin infections that have not been evaluated by a doctor.
- Head lice: Students must be treated before returning to school. A specific headlice policy is available if any cases are discovered.

Returning to School After Illness

Students may return to school when the following criteria are met:

- Fever-free for at least 24 hours without the use of fever-reducing medication (e.g., ibuprofen, acetaminophen).
- Symptom improvement in cases of severe colds, coughs, or other mild illnesses.
- Completion of the recommended contagious period as advised by a doctor for illnesses such as flu, COVID-19, or strep throat.
- Doctor's clearance if the student has had a serious or prolonged illness.

Illness at School

- If a student arrives at school showing signs of illness or develops symptoms during the day, parents will be contacted, and the child will need to be picked up promptly.
- For contagious illnesses, the school may request a doctor's note confirming the child is safe to return.

Medical & Emergency Procedures

- Please notify the school if your child has a medical condition (e.g., asthma, severe allergies, diabetes) so we can provide appropriate care.
- If a student requires medication at school, parents must complete a Medication Authorization Form, which can be requested from your child's homeroom/advisory teacher or the office.
- In the event of a medical emergency, the school will contact parents immediately and follow emergency protocols.

Communication & Updates

- The school will inform families of any outbreaks of contagious illnesses and provide guidance from health authorities.
- Parents are encouraged to report confirmed cases of communicable diseases to the school office.

Library

Borrowing: Books are to be checked out for one week and may be returned and exchanged during weekly library classes. Older students may check out additional books as needed for reference/project work.

Overdue Books: If books are not returned within a reasonable time, a written reminder (1st notice) will be given to you. If the books are not returned with this reminder, a 2nd notice will be given. If still not returned, the book may be considered lost.

Lost or Damaged Books: You are required to pay for lost or damaged books. If you pay for a book and it is later found, you will be reimbursed the amount paid. Any book or other resource that is considered lost or damaged will be charged in accordance with the degree to which the book was damaged or double the original value of the book if it is lost.

Other Considerations: If you have outstanding book charges, your library privileges will be withheld until paid. If at the end of a quintile, library fines remain outstanding, your status report, diploma, letters of recommendation, etc., may be withheld until the payment is made.

Lost and Found

A lost and found department is maintained by the office. Students are to turn in all found items to a teacher or the office. Parents are most strongly urged to mark personal property with name and age so that found items may be returned to those to whom they belong. The Lost and Found is located in the cafeteria. About three times a year, items in the Lost and Found will be displayed to the community. Whatever is not taken will be donated to a worthy cause. The school is not responsible for lost or stolen items.

Field Trips

Field trips are mainly used to enhance instruction. Thus, it is important that students attend these trips as part of their educational experiences. At the same time, it is expected that students will conduct themselves in an appropriate manner. If it becomes evident that a student's behavior on a field trip may become disruptive, he/she can be excluded from such a trip. Parents and/or Guardians will always be notified in advance if this is to occur. Students may attend a trip only with permission from their parents. QSI International School of Shenyang uses SchoolsBuddy to obtain permission from parents.

Costs: As much as possible, teachers will do their best to provide trips at no additional cost to parents. However, if there is a specific trip that is considered of great benefit to the students, for which the cost is beyond the means of the class, parents may be asked to contribute.

Behavior: Students represent QSI International School of Shenyang in functions that take them away from the school site (such as field trips), and are required to meet the same standards of scholarship and behavior when away from school as they do on campus.

Week Without Walls

Week Without Walls is an annual tradition providing an experiential learning program to all students. This is an integral part of the school year, and all students are expected to participate.

Usually held in late May after the conclusion of AP testing, this is a full week of off-campus activities.

For the 2025-26 school year, QSI will be providing free-of-charge WWW programs for students in the 3-10-year-old classes. For these classes, the trips are a series of day trips with no overnight stays.

11-year-old+ classes will have the following options:

- Local Trip (within Liaoning) - free (optional overnight stay may be included at an additional cost)
- Domestic Trip - additional charge (expected to be within 10,000 CNY per student)
- International Trip (12-year-old+ classes only) - additional charge (depending on the nature of the trip, this could exceed 10,000 CNY per student)

Attendance

Regular attendance is essential for success in school. Students who are not in class miss important learning opportunities that cannot always be replicated through make-up assignments. Poor attendance can lead to underachievement, particularly in the senior years when courses are more demanding. It is important that we work together to ensure that every child is in school and challenged to meet their full potential.

- Students are expected to be in school unless they are sick or facing extenuating circumstances.
- If a child is unwell, it is the responsibility of parents to keep them at home to prevent the spread of illness.
- Parents should notify their child's homeroom/advisory teacher and their bus monitor of an absence by phone or WeChat, before 8:00 am or bus departure time.
- Extended absences should be discussed with the teacher and director.
- All absences, excused or unexcused, are recorded on student reports.
- A letter explaining excused absences can be provided by the director by request.

Tardiness

The beginning of each day sets the tone for learning, and it is essential for all students to be present and on time. Arriving late disrupts the natural flow of instruction and impacts both the tardy student and their classmates.

- Students should arrive between 8:00-8:15 a.m. each day.
- Any student arriving to their homeroom/advisory after 8:20 a.m. will be marked tardy.
- Unauthorized tardies are recorded on QMS (the school's attendance tracking system).

Excessive tardiness will result in:

- More than 3 tardies in a quintile: A letter home.
- More than 6 tardies in a quintile: An automatic "N" (Not Yet) in the Success Orientation of Responsibility recorded on the student's status report.

The school will follow up with individual students and families to promote punctuality. In cases of persistent tardiness, the school may revoke certain student privileges to reinforce the importance of arriving on time.

Early Dismissal

QSI International School of Shenyang understands that there are special occasions where a student may need to be dismissed early during a school day. If a student needs to be dismissed early, she/he should present a signed parental note explaining the reason. This information can also be emailed or messaged via WeChat, to the teacher. Every student who has an authorized excuse to leave early must check out with the office staff prior to departure.

Parents are encouraged to communicate with the teacher and find a time between the lesson breaks for students to leave early. This will assist teachers and administrators to not disrupt the learning environment.

Early Withdrawal

Notice of early withdrawal from school should be made at the school office by written notification from parents. If withdrawal is expected close to the end of a quintile, parents are asked to notify the director as soon as possible so that the school can work with the teachers in getting your work accomplished and evaluations entered onto students' official school records. Credit will be granted only for work completed, submitted, evaluated, and recorded while the student is enrolled at QSI Shenyang School.

School Closure

QSI Shenyang prioritizes on-campus, in-person learning at all times. However, rare situations may require the school to close. These include, but are not limited to:

- Government-mandated closures due to severe weather
- Extended public health emergencies or other extenuating circumstances

For short-term closures, such as those caused by weather, all classes will be postponed. There will be no online classes and no make-up days. Teachers may assign work for students to complete at home, at their discretion.

If a closure extends beyond two school days, the school may shift to online or blended learning. Only prolonged closures will result in an organized move to online instruction.

In the event of a power or water outage, the school will make every effort to remain open. If a prolonged power outage occurs, the school may close two hours after the loss of power. Parents will be notified and bus schedules will be adjusted. As always, student safety is our highest priority.

Emergency Procedures

We take emergency preparedness seriously at QSI Shenyang. Emergency drills are held each term and include evacuation, earthquake, lockdown, and bus evacuation procedures.

Our campus has two emergency exits on each floor, in addition to the main stairwell and front entrance. During regular evacuations, students will assemble on the school basketball court.

If an evacuation requires students to leave campus, they will be taken to a nearby safe location. Parents will be contacted as soon as it is safe to do so.

Teachers and office staff maintain up-to-date emergency contact information for all students. Please let us know right away if your phone number or other contact details change.

STANDARDS OF BEHAVIOR

At QSI Shenyang, student behavior is guided by the Success Orientations, which are the foundation of our school culture. These seven character traits are modeled by staff, included in daily lessons, and used to set clear expectations for all students.

Our goal is to help students develop personal responsibility and make respectful, thoughtful choices. We believe students should act based on an understanding of values rather than simply following rules. When families and the school work together to reinforce these traits, students grow as learners and as individuals.

To review the seven Success Orientations, please refer to page 11 of this handbook.

Guiding Principles

At QSI Shenyang, we follow three simple rights that help guide our behavior and decision-making:

- **Students have the right to learn**
- **Teachers have the right to teach**
- **Everyone has the right to feel safe**

Anything that interferes with these rights is not acceptable and must be addressed. It is the responsibility of every member of our school community to help protect these rights. We encourage students and teachers to speak up if they see something that goes against them.

Expectations

We expect students to...

- Take ownership of their learning and actions, understanding that mistakes are part of growth
- Use the school's common language. English is the common language of QSI Shenyang and must be used in all interactions with teachers and classmates inside the school building, except during classes for Languages Other Than English.
- Support others and contribute to a positive and inclusive school culture
- Show respect and kindness to all members of our community
- Stay engaged, think critically, and work collaboratively
- Approach challenges with persistence and a willingness to learn
- Act in accordance with the QSI Success Orientations and strive to develop them in daily life
- Contribute to a safe environment by moving responsibly through the school

You can expect us to...

- Provide learning experiences that build 21st-century skills and spark curiosity
- Support your academic, social, and emotional growth
- Create a safe, inclusive environment where you feel valued and heard
- Respond to your needs with empathy, clarity, and professionalism
- Model the same behaviors and Success Orientations we ask of you
- Encourage you to reflect, take risks, and believe in your ability to improve

Playground Expectations

Safety, fair play, and respectful behavior are the most important rules on the playground.

Students are expected to:

- Use common sense and appropriate language
- Treat others kindly and avoid causing harm or problems
- Respect school property and equipment

The playground supervisor is in charge at all times and may stop any activity that seems unsafe or inappropriate.

During recess:

- Students must not fight or play rough games such as pushing, shoving, tackling, or tripping
- Throwing rocks, dirt, toys, or other objects is not allowed
- Snow and ice must not be thrown at any time
- Students should stay alert and avoid walking into areas where games are being played unless they are participating
- Students may not leave the playground area or go back into the building without the supervisor's permission
- When recess ends, students should stop playing immediately and line up or return to class calmly and quickly.

Personal Property

At QSI Shenyang, all necessary school materials are provided, so students do not need to bring any school equipment from home.

- Students should not bring personal toys, games, or playground equipment to school.
- Students may bring toys for the bus journey, but these must be suitable for use on the bus and be placed inside their school bag from the beginning to the end of the school day.
- Students may not trade or swap toys or other personal items at school or on the school bus. This includes no trading of Pokémon or other cards.
- Students may not share food at school. The only exception is when a parent and homeroom teacher have given explicit permission for an item to be shared in class.
- The school assumes no responsibility for lost or stolen property.

These policies are in place to protect children and respect the diverse cultural and parenting views of our school community. Thank you for your cooperation and support.

Use of Technology

Technology is an important part of learning at QSI Shenyang. All students are expected to use devices responsibly and for academic purposes only.

Students in the 5–11-year-old classes may use school-provided devices, including desktops, laptops, and iPads, under the supervision of staff. Middle school and secondary students are expected to bring their own academic device to school each day. Please refer to the middle school and secondary sections of this handbook for specific guidelines.

Students may only use school computers when a teacher is present. Independent use is allowed only after a student has demonstrated responsible use and proper care of the device. School devices are provided to support academic learning. Downloading music, videos, or other non-educational content is not permitted. Food and drinks are not allowed near any school devices.

All students will be taught responsible use of technology through their classes. At the start of each school year, both students and parents are required to read and sign the Acceptable Use Policy.

Electronic Device Policy - Elementary

***The following policy applies to students in the 4-10-year-old classes. For middle and secondary school students (11-year-old class and above), please refer to the Electronic Device Policy middle and secondary.**

QSI International School of Shenyang believes that the school day (8:15 am – 3:50 pm) is a protected time for learning and does not encourage students to bring electronic devices to school.

Cell phones and electronic devices can be a distraction to learning, lost or misplaced. If a student brings a personal electronic device to school, it must be turned off during the school day and kept in their schoolbag both while on the bus and throughout the school day.

If a parent needs to contact a child during the day, the parent should contact their classroom teacher or the school office and leave a message. If a child needs to contact a parent during the school day arrangements will be made for the student to use the office phone, or at the discretion and approval of the teacher/administrator the student will be allowed to call a parent on his/her own device.

Electronic devices certainly have their place, but our policy is meant to encourage a community that is focused on learning and social interaction. At the discretion of each teaching staff, school-provided electronic devices will be used during a class assignment.

In addition, at no time are electronic devices allowed to record audio or video of any QSI International School of Shenyang student, staff, or faculty without permission. It is a violation of privacy. This, along with other technology guidelines, is provided in the Acceptable Use Policy signed by all students and parents at the beginning of the school year.

Bus Behavior

Riding a school bus is a privilege. Only students who have signed up for ride services may take the school bus. Students asking to ride the bus to visit friends will usually be denied this request. Each bus is assigned a monitor who will be the primary contact person for bus-related matters. Please see the buses section on page 14 for details about communication with the bus monitor.

Bus rules:

- The bus monitor must be listened to at all times
- The bus will not wait for tardy students. Please be at the appointed meeting point before the actual pick-up time.
- You may be assigned a seat. You may only interact with the student in the adjacent seat.
- Take your seat quickly and buckle your safety belt. The bus will not move until all students are secure.
- Students will not be allowed to eat on the bus. Water, from a resealable bottle, may be consumed.
- Inappropriate language is not allowed
- Hands, feet, heads, etc., must always stay within the bus
- Loud, rowdy, or disruptive behavior will not be tolerated
- Only students aged 12yo+ may use electronic devices on the bus. Any electronic equipment used must not cause a disturbance. It is used at your own risk; the bus may start or stop suddenly. Earphones must be used if listening to music. No phone calls can be made or taken without the express permission of the bus monitor.
- Teachers and teaching assistants may ride the bus and would be considered bus monitors.
- Parents are not allowed to ride the bus.
- Any student damage will be paid for by the parent. This includes any cleaning charges for students who leave a mess behind.

Dress Code

At QSI Shenyang, we value cultural diversity and expect all students to dress with respect for themselves and others. Our dress code is based on common sense, cultural sensitivity, and maintaining a positive learning environment. These guidelines apply during the school day, on field trips, and at all school-sponsored events.

- Midriffs must be covered at all times. No skin should be visible above the belt line.
- Undergarments must not be visible.
- Sleeveless tops must have straps that are at least two inches wide.
- Shorts and skirts must stop just above the kneecap. A general guideline is no shorter than a palm's width above the kneecap when standing upright.
- Clothing must not have graphics, symbols, or language that conflict with the school's values or distract from the learning environment.
- Ripped or torn clothing is not allowed.

Students who are not in compliance with the dress code may be asked to stay in the nurse's office until appropriate clothing is brought from home. If this is not possible, the school will provide a set of sports clothing for the student to wear for the rest of the day.

Closed Campus

QSI Shenyang is a closed campus. This means that students may not leave the school grounds during the day without permission from the office or the school director.

This policy exists for an important reason: parents have entrusted the school with the safety and well-being of their children. To honor that trust, we must know where each student is at all times. Student safety and security are among our highest priorities.

All visitors must contact the school office in advance to schedule their visit. Upon arrival, all visitors must sign in with the security guard at the front entrance. Visitors without an appointment may not be allowed to enter the campus.

Smoking, Alcohol, & Drugs

QSI International School of Shenyang is a tobacco, vape, alcohol, and drug free campus. Students found using such substances on campus can expect serious consequences including suspension & possible expulsion.

Students determined or suspected to be under the influence of drugs or alcohol or found possessing alcohol or other dangerous drugs on campus will be suspended from school until parents are present for a conference with the school administration.

Adult activities held on campus will acquire approval by school administration prior to any alcohol use by an adult group. Students are not authorized to consume alcohol on QSI campuses at any time. Students attending school activities may not go to bars or nightclubs.

Weapons

Quality Schools International prohibits the possession of dangerous weapons by students of the QSI schools at any time on the school's property (whether on a person or in a vehicle) or at a school function away from the school property.

Details of this policy are as follows:

- Dangerous weapons include, but are not limited to, firearms, fireworks, other explosives, and knives.
- The penalty for possession of firearms at school or a school function is immediate expulsion from the school. The school community will not tolerate the presence of firearms at the school in the possession of students.
- The penalty for possession of other weapons will be determined by the school administration.
- In view of the seriousness of weapons matters and the safety of students and faculty, the school reserves the right to search a student's vehicle, bags, and lockers if there is reason to believe that weapons may be on the premises.
- In cases where a personal body search of a student for weapons is deemed necessary, a parent or guardian will be contacted and will be present during the search.

Handling Inappropriate Behavior

At QSI Shenyang, all students are expected to act in accordance with the Success Orientations and treat others with respect.

When a behavior concern arises:

- The classroom teacher or teacher on duty will first address the behavior.
 - When the classroom teacher is not the student's homeroom or advisory teacher, such as teachers of elective or specialist subjects (including art, music, technology, PE, Chinese, and Intensive English), they will report the concern to the homeroom or advisory teacher.
 - The homeroom or advisory teacher will then take appropriate next steps, including informing parents when necessary.
 - The homeroom or advisory teacher will also determine whether the behavior warrants an N grade in the relevant Success Orientation for that quintile. This may be based on an isolated incident or a pattern of repeated behavior. See page 11 for more on Success Orientation grades.
- If the behavioral issue cannot be resolved in the classroom, the teacher will request support from a school administrator.

When a school administrator becomes involved:

- The administrator will counsel the student to help them understand the seriousness of the behavior, using a Love and Logic approach.
- The student may be withdrawn from class and required to spend time under the supervision of the administrator while the issue is addressed. This may include time during class, recess, or other school activities.
- The student will return to class only when the administrator decides it is appropriate. The student may also be asked to return to the administrator later to follow up.
- Parents will be notified of the incident.
- Classwork missed during this time is expected to be completed at home or during recess or activity time.

If the behavior reoccurs or is severe:

- The administrator will arrange a conference with the student's parents and teacher to discuss a plan of action.
- This plan may include in-school suspension or removal from specific activities.
- The meeting and plan will be documented and added to the student's file.

If inappropriate behavior continues after school-based interventions:

- The administrator may recommend that the family seek support from a qualified outside professional.
- If the family does not follow through with the recommendation and the behavior persists, the school may begin suspension and expulsion procedures.

A school administrator has the authority to send a student home for serious or repeated inappropriate behavior when necessary.

MIDDLE & SECONDARY SCHOOL POLICIES

All the policies in the previous sections are equally applicable to our middle school and secondary students. However, there are also some additional policies pertinent to students in these age groups.

Lockers

Students aged 11-year-old and above may be assigned a locker for their personal belongings and schoolbooks. The student is responsible for all items in the locker. The locker should be considered school property and, therefore, is subject to search.

Academic Devices

At QSI Shenyang, we recognize the importance of technology in education and expect all students aged 12 and above to bring an academic device to school each day to complete their assignments. This device should be internet-enabled and capable of supporting schoolwork throughout the day. Students must also bring a power cable to ensure their device remains charged. While iPads are acceptable, they are strongly recommended to be paired with a keyboard for ease of use. For all secondary students a device with a physical keyboard is essential.

Device Guidelines:

- **Required Academic Devices:** Students in the 12-year-old classes and above must bring a laptop or tablet (not a cellphone) for academic use.
- **School Device Loans:** If a student does not have a personal device, the school can provide a device on a term by term or yearly basis. However, these devices must remain on campus. Students will need access to a device at home to complete homework assignments.
- **Usage Expectations:** Devices should be used responsibly and only when necessary for completing assignments or with teacher permission on special occasions.
- **Storage and Misuse:** At all other times, devices should be stored in backpacks to support student engagement. Teachers may confiscate any technology being misused.
- **Acceptable Use Policy:** Students must at all times adhere to the Acceptable Use Policy they sign at the beginning of each school year.

QSI Shenyang is committed to providing ample opportunities for students to engage with technology in meaningful ways. By following this policy, we aim to foster responsible technology use while ensuring that students are equipped for success in their learning.

Personal Electronic Devices

Cell phones and other non-academic personal electronic devices can distract from learning and are at risk of being lost or misplaced during the school day. If a student brings such a device to school, it must be turned off and handed in to their advisory teacher at the beginning of the day. This includes cell phones, smartwatches, portable gaming devices, and similar items.

Headphones are not included in this policy, but they may only be used in the classroom with the teacher's permission.

If a parent needs to contact their child during the school day, they should contact the advisory teacher or the school office. If a student needs to contact a parent, arrangements will be made for them to use the office phone. In some cases, and with teacher or administrator approval, the student may use their own device to contact a parent.

Electronic devices must not be used to record audio or video of any student, staff member, or faculty member without explicit permission. Doing so is a violation of privacy. This and other technology expectations are outlined in the Acceptable Use Policy, which must be reviewed and signed by all students and parents at the beginning of each school year.

Placement & Graduation Requirements

Students must meet the following minimum requirements to progress to each level of Secondary school:

Secondary 1: Completion of all reading and writing outcomes for the 13-year-old class and score of 220 or higher in MAP Mathematics & 215 or higher in MAP Reading

Secondary 2: Minimum of 50 credits, with at least 30 counting toward graduation

Secondary 3: Minimum of 100 credits, with at least 60 counting toward graduation

Secondary 4: Minimum of 160 credits, with at least 100 counting toward graduation and on track to graduate

For full graduation requirements, visit: <https://shenyang.qsi.org/academics/secondary-school>

Course Commitment

If you register for a course, you commit yourself to complete it. If during the year you believe you cannot continue in the course, you should meet with your teacher and discuss the matter. After your discussion, if you still want to drop the course, your parents and you must meet with the administration. In general, you will only be able to add/drop a course in the first week of the course. Seldom will permission be granted after that period. It is important that care and deliberation be given while selecting courses of study.

Grading Policy

In Secondary school, students are granted one credit for mastery of each unit outcome which is credentialed "A" or "B". Thus, ten credits correspond to one "Carnegie Unit" as used by many American secondary schools. Because Quality Schools International encourages continued learning, if students receive an evaluation of "B" on a unit outcome, they may continue to work independently in that outcome and request another opportunity to demonstrate a higher level of mastery. If demonstrated, the evaluation may be changed from a "B" to an "A" within the same school year.

It is essential that both students and parents understand these expectations to support our commitment to academic excellence and personal growth.

- **Upgrade Policy:** Students have at least 15 school days to upgrade work that was submitted on time. Upgrades cannot be made during the last two weeks of school or during Summer School. Additionally, students may only upgrade a maximum of 2 units per subject per quintile in which they completed the unit. Quintiles end on October 20, December 11, February 27, April 27, and June 17 (*no upgrading after June 3).
- **Late Work/Plagiarism:** Late assignments cannot be upgraded. If students submit plagiarized work, they must redo the assignment and will not be eligible for an A grade.
- **D-Grades:** Students have 7 school days after the end of a unit to submit all assignments. If not submitted within this time, the student may receive a D grade, which can only be upgraded to a B grade.
- **Unit Recovery:** All secondary units must be completed to successfully finish the class. If in April it appears a student has a substantial number of units incomplete, they may be required to conduct unit recovery at school during Week Without Walls. If they still have outstanding units, Summer courses through QVS can be made available for unit recovery purposes. It is important to note that summer courses are at the parents expense and must be completed by July 31 if they are to show on the students transcript for that school year.

GPA Acknowledgment: All grades earned at the secondary level will be permanently recorded on the high school transcript, which serves as an official document reflecting each student's academic performance and achievements throughout their secondary education. This transcript will also include the student's Grade Point Average (GPA), a critical indicator of their overall academic success. At the end of the academic year, these grades will be permanently recorded and cannot be amended. GPA equivalency is listed in the Pathway to Graduation.

D & N Consequences

Students who receive a D in any academic subject will be required to attend a mandatory after-school Study Hall once per week until their grade improves to a passing level. Failure to attend this Study Hall will result in removal from all After School Activities (ASA).

Students who receive an N in any of the seven Success Orientations will have their participation in ASA and off-campus activities reviewed. This includes events such as Week Without Walls. Students may be excluded based on the nature of the behavior. For team sports and special events, the Athletic Department may remove a student from participation based on conduct or effort.

Plagiarism

If a student has a record of recurring plagiarism, then all assignments for demonstration of mastery should be taken in a proctored environment. If this is not possible then the parents need to know that since we can't assure that the submitted work is student's own work, we can't assess whether the student achieved mastery. As a consequence, we can't grant credits for the student's course work. There is no reason for that student to continue to be enrolled in a QSI school.

Service Learning

At QSI International School of Shenyang, we believe that community engagement is an essential part of becoming a responsible, compassionate, and globally minded citizen. Service learning allows students to develop empathy, leadership, and a deeper understanding of the world around them by contributing their time and talents to meaningful causes.

Annual Requirement:

All secondary students are encouraged to complete a minimum of 25 hours of service learning each academic year. These hours may be completed through school-organized opportunities or approved independent initiatives.

Award Tiers:

To recognize student contributions, certificates will be awarded at the end of the school year based on the total number of verified service hours completed:

Bronze: 25 hours

Silver: 35 hours

Gold: 45 hours

Platinum: 60 hours

Support and Opportunities:

Throughout the year, the school will offer various service opportunities. Students are also encouraged to seek their own opportunities beyond those provided by the school.

Questions about service learning can be directed to your advisory teacher.

SAT & PSAT Exams

Students are encouraged to take SAT & PSAT exams during their time in middle and secondary school. The expected dates for taking these exams are:

13-Year-Old PSAT 8/9 - Spring
Secondary 1 PSAT 8/9 - Spring
Secondary 2 PSAT 10 - Spring
Secondary 3 PSAT/NMSQT - Fall
Secondary 3 SAT - Spring (other times also possible)
Secondary 4 SAT - Fall (other times also possible)

Students may also take the SAT at other times. QSI Shenyang will usually endeavor to provide three to four different SAT test dates during the school year.

PSAT exam costs will be covered by the school.

SAT exam costs must be covered by the student. Payments are processed directly through College Board.

AP Courses & Exams

At QSI International School of Shenyang, the Advanced Placement (AP) Program offers students the opportunity to engage in rigorous, college-level coursework across a variety of disciplines. Administered by the College Board, each AP course is modeled on a comparable introductory college course and culminates in a standardized AP exam held every May. Students who succeed in AP classes may earn university credit, advanced standing, or fulfill prerequisites for higher education programs in the U.S., Canada, UK, Europe, Hong Kong, and beyond.

Academic Expectations:

AP courses are academically demanding and fast-paced. Students enrolling in AP courses should be prepared for a significantly more intense workload compared to standard high school classes. Independent study, strong time management skills, and a high level of motivation are essential for success.

Course Load Guidelines:

To promote student success and well-being, the school recommends the following maximum number of AP courses per academic year:

- Secondary 1 (S1): 1 AP course
- Secondary 2 (S2): 2 AP courses
- Secondary 3 (S3): 3 AP courses
- Secondary 4 (S4): 3 AP courses

Any deviation from these limits must be discussed in advance with the school counselor and administration. Approval will depend on academic readiness, previous course performance, and the student's overall course load.

Eligibility and Prerequisites

Students must meet all prerequisites for the AP course(s) they wish to take. Enrollment decisions will be guided by prior academic performance, teacher recommendations, and a demonstrated ability to manage the demands of advanced coursework.

Additional Information

- AP exams require an additional fee, which will be communicated to students and families in advance.
- Students may also choose to self-study for AP exams in subjects not offered at the school, but this should be done in consultation with the counselor.
- AP course availability is based on staffing and demand and may vary year to year. For a current list of AP courses offered, please refer to the school profile.

QSI Virtual

QSI International School of Shenyang offers distance learning through QSI Virtual School (QVS) under specific conditions. Approval is guided by two principles: non-competition, meaning online courses are not approved if the same course is available onsite; and non-enablement, meaning QVS is not intended to help students catch up due to poor performance or lack of progress. In these cases, students may need to remain in school longer to meet graduation requirements.

Distance learning is typically approved when a required course is not offered onsite, when there are staffing or scheduling conflicts, or when a student needs an advanced course beyond the school's current offerings. QVS may also support students in schools with developing secondary programs. Students are expected to follow all QVS policies, including grading and upgrade procedures.

For the 2025–2026 school year, QVS fees are:

- \$1250 USD for a 10-credit course
- \$675 USD for a 5-credit course
- \$675 USD for a flex course (up to five units within a 20-week enrollment period)

Advanced Placement (AP) courses are typically more expensive than standard courses.

QSI Shenyang determines whether the school or the family pays for a QVS course based on its necessity and availability. If the course is required and not offered locally or cannot fit into the student's schedule, the school will cover the cost. In these cases, families must submit a \$300 USD deposit per course before registration. This deposit is fully refunded upon successful completion but is forfeited if the course is dropped or not completed. If the course is optional and a local alternative exists, the family pays the full cost and no deposit is required.

Distance learning courses may also be taken during summer for advancement, enrichment, or to meet credit requirements outside the regular school year. All summer courses must be approved in advance, and families are responsible for the full cost.

Credits earned through QVS appear on the student's official QSI transcript in a separate section. While not required, students are encouraged to take at least one QVS course during secondary school to develop independent learning skills and prepare for future academic opportunities.



QSI



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SCHOOL OF SHENYANG**