

Academy of Richmond County

IB Programmes Access and Admissions Policy

Diploma Programme (DP) and Career-related Programme (CP)

Admissions Overview

In recent years, our county has expanded the number of magnet programs offered to residents. To streamline and unify admissions, the county now follows a consolidated magnet admissions process across schools.

The timeline for the 2026–27 school year remains to be announced but is expected to follow previous years' pattern:

- Oct–Nov: Magnet programs begin outreach and recruiting processes
- Nov–Early January: Online magnet application is open
- Late Jan.–Early Feb.: Magnet testing is conducted
- Late Feb.: All magnet schools meet at central office to conduct selection process
- Early March: Offers of admission are mailed out
- Mid-March: Registration night for new magnet students
- Late April–Mid-May: Late magnet application is open (for new transfers and newly interested students)
- Late May: Late magnet testing
- June: Magnet roundtable selects new candidates and offers of admission are mailed
- June–July: One-on-one registration for approved late magnet applicants

General County Magnet Admissions Guidelines

Applicants are evaluated based on two primary criteria:

- Grades from the previous school year – core classes should all be 80 or above (A's and B's)
- Scores on the STAR test taken by applicants
- Test is adaptive and in two parts: Math and Verbal/Reading
- Applicants should be on or above grade level in both parts
- Applicants scoring two or more grades below level are disqualified

After candidate selection and acceptance confirmation, schools may consider admitting qualified students from disqualified or waiting lists if space allows.

ARC-Specific Policies

- Rising 9th, 10th, and 11th grade students may be considered. As the Diploma Programme (DP) and Career-related Programme (CP) are two-year programmes of study, rising 12th graders are not considered unless transferring from another IB World School.

- ARC offers admission to students with at least a B average who are on grade level in math and verbal areas. In line with our equity and access focus, we are generous in applying these criteria, believing students willing to challenge themselves and demonstrate some achievement will benefit from our IB Programmes.
- All students in IB courses must be full programme candidates; course candidates are only allowed for foreign exchange students enrolled for one year and taking a one-year SL course, who may sit for exams as course candidates.
- 9th and 10th graders complete a service-focused IB Project. Upon satisfactory completion, probationary magnet students gain permanent status; failure requires reapplication or dismissal.
- In rare cases, rising 11th graders transferring late (e.g., military transfers) may be reviewed by the IB Dean and Coordinator, interviewed with parents, and will be considered for DP or CP matriculation.

New Additions to IB Admissions Process

- The IB Career-related Programme (CP) is now explicitly included as a key offering alongside the DP.
- These additions aim to enhance candidate evaluation beyond grades and test scores, ensuring a holistic review aligned with IB's educational philosophy.
- Progress Checklist (requirements and consequences, consider probationary status)
- Good Academic Standing (defined)

All magnet students (grades 9–12) must sign the attached agreement acknowledging these policies and responsibilities.

Responsibilities of All Magnet Program Students

- Maintain regular attendance, punctuality, and remain present throughout scheduled school hours.
- Conduct themselves respectfully toward teachers, staff, and peers at all times.
- Complete all assigned work, including homework and make-up assignments for any missed work.
- Achieve a minimum passing grade of 80 in each subject (AP/IB courses 5.0). Students who do not meet this standard must attend summer school or complete accredited online courses to remain on track for graduation.
- Respect and properly care for all school equipment, supplies, and property.
- Adhere to all school policies and policies of the Richmond County Board of Education.
- Notify the school promptly if the student or parent/guardian ceases to be a resident of Richmond County, to determine continued eligibility.
- Enroll as a full-time student at ARC for the academic year and demonstrate satisfactory academic and behavioral performance to remain in the magnet program.
- Successfully complete a 9th and 10th Grade IB Service Project (with option to continue project in IB 2-year programme).
- Fulfill all other IB Programme requirements, including the Extended Essay, Reflective Project, and Creativity, Activity, and Service (CAS) and Community Engagement (CE) hours.

Policy Review Process

This Access and Admissions Policy is a living document and is reviewed on a regular cycle to ensure continued alignment with IB Programme Standards and Practices, the IB's Access and Inclusion Policy guidelines, and the requirements of the Richmond County School System.

The review process involves the following stakeholders: the IB Coordinator, IB Dean/Head of School, school administration, guidance counselors, and IB teachers. Input from parents and students may also be sought during the review process.

The policy is communicated to all stakeholders through the school website, the IB Handbook, and during annual orientation events for new families.

Policy Created	March 2016
Last Reviewed	January 2026
Reviewed By	IB Coordinator, IB Dean, School Administration, Guidance Counselors
Next Scheduled Review	August 2026
Review Cycle	Annually, or as needed in response to IB policy updates or programme changes

References

Programme Standards and Practices (2020)
Rules for IB World Schools: Diploma Programme
Meeting Student Learning Diversity in the Classroom (IB, 2013)