



ADMISSIONS POLICY

International School Rhein Main

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This admissions policy provides guidance on the procedures for new student applications, interviews and admissions testing at ISRM.

Contents

Philosophy of Admission	2
Admission Criteria	2
Eligibility Requirements for All Candidates:	2
Admission Categories:	3
Entry Test and Subject/Level Choices:	3
Diversity and Inclusivity:	4
Admission process	4
Admissions Process Chart	4
The cycle of review of the Admissions Policy	5
Objective:	5
Roles and Responsibilities:	6
Periodic Review:	6
Communication to Stakeholders:	7

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Philosophy of Admission

At the International School Rhein Main (ISRM), we are committed to fostering a diverse, inclusive, and globally-minded learning community. Our philosophy of admissions reflects our dedication to providing a transformative educational experience that prepares students to thrive in an interconnected world.

We believe that a rich and inclusive learning environment is essential for holistic development. We welcome students from diverse cultural, social, and economic backgrounds, as we believe that this diversity enriches the educational experience for all. We are committed to providing equal opportunities to all applicants, regardless of their race, nationality, religion, or gender.

Our primary goal is to offer a world-class education that equips students with the knowledge, skills, and values necessary to excel in an ever-evolving global landscape. Our admissions process is designed to identify students who are committed to academic excellence, personal growth, and a lifelong love of learning.

Admission Criteria

At ISRM, we are committed to providing a rigorous and enriching educational experience through the IB program. To ensure that our students are well-suited for this demanding academic environment and to maintain a diverse and inclusive community, we have established the following admission criteria, differentiating between internal and external candidates.

Eligibility Requirements for All Candidates:

1. Completed ISRM Application Form: This can be obtained on the school's website or in the school's main office.
2. Academic Transcripts: All candidates must submit academic transcripts from their previous school(s) for the past two years, including any standardized test scores, if applicable.



3. Vaccination Record: See the German Health Ministry's website (*Bundesministerium für Gesundheit*) for the latest information on which vaccinations are required before attending school.
4. Language Proficiency: As our IB program is conducted primarily in English, candidates must demonstrate proficiency in English through standardized language proficiency tests or an English language assessment conducted by the school. We recommend that students can demonstrate proficiency at B1 level when entering MYP3 and a minimum of C1 level when entering DP1.
5. Conduct and Behavior: Candidates should provide letters of recommendation from previous schools attesting to their good conduct, behavior, and ability to contribute positively to the school community.

Admission Categories:

1. Internal Candidates: Internal candidates are students who are currently enrolled at the European School Rhein Main (ESRM) and wish to transfer into the IB program at ISRM. Internal candidates will be evaluated based on their academic performance, conduct, and the recommendation of their current teachers.
2. External Candidates: External candidates are students who are not currently enrolled at ESRM and are seeking admission to ISRM.

Entry Test and Subject/Level Choices:

1. Entry Test: External candidates may be required to take an entry test designed to assess their academic readiness for the IB program if there are questions about their prior academic performance. The entry test will evaluate their proficiency in core subjects such as mathematics, science, and language arts. The results of this test will help determine their suitability for the program and appropriate subject/level choices.
2. Subject/Level Choices: After admission, all candidates, both internal and external, will undergo a personalized academic assessment and consultation to determine their preferred IB subjects and levels. This process will ensure that each student is placed in the appropriate courses and level of difficulty based on their strengths and



interests. Internal candidates will select their DP Subject Choices during MYP5. External candidates will be invited to ISRM DP Information Sessions. In cases where they cannot attend, course selection will be done in consultation with the DP Coordinator and, if necessary, the Subject Teachers.

Diversity and Inclusivity:

ISRM is committed to maintaining a diverse and inclusive student body. We actively seek candidates from different cultural backgrounds, nationalities, and experiences to enrich the educational environment and promote global perspectives.

Admission process

Timeline: Please refer to the ISRM website or admissions office for information regarding application deadlines, assessment dates, and notification of admission decisions.

Admission Decision: Decisions on promotion of internal candidates from the ESRM primary cycle to MYP1 shall be taken by the Class Council composed of the Director or the Deputy for the primary cycle and the teachers of primary year 5. To establish the necessary link between the primary and secondary cycles and to obtain useful background information on their prospective pupils, some future secondary MYP1 teachers shall attend the meeting of this Class Council. Where this procedure proves inapplicable, the Director shall put in place a different coordination system. Decisions to admit external candidates or for internal candidates to transfer from ESRM to ISRM will be made by the Admissions Committee, which will include the Director, Head of ISRM, MYP and DP Coordinators, and at least one representative from the teaching staff. Admission decisions for both internal and external candidates will be based on a holistic evaluation, taking into consideration academic performance, conduct, language proficiency, recommendations, and the results of the entry test (if applicable). Meeting the eligibility criteria does not guarantee admission. All decisions depend on availability of space.

Subject Choices: To create a meaningful program of subject choices in the DP years, students will conference with the DP Coordinator to discuss the best fit for their postsecondary and career goals. The DP Coordinator and Subject Teachers will hold information sessions to help guide students and their families in making these decisions. This information session will happen several times during the Form Tutor time. At least one in-

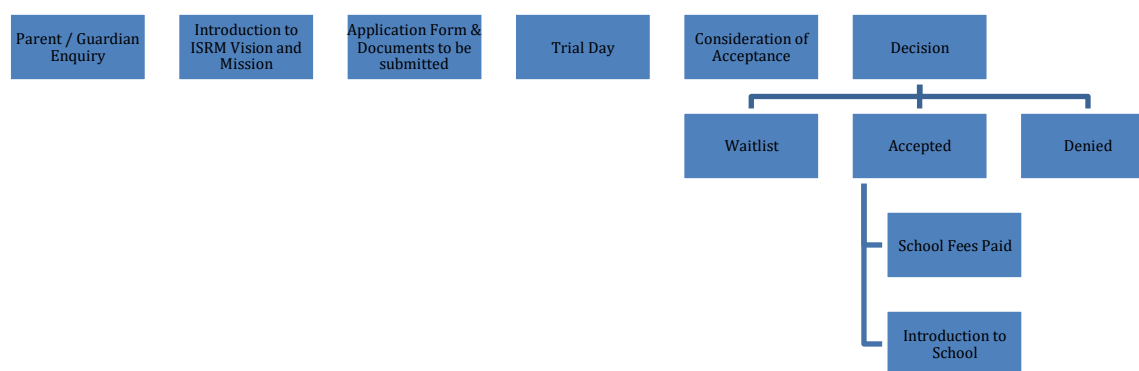


person workshop will occur with students and parents, as well as at least one online information session. These sessions will be designed to deliver as much information as possible, allowing students and their families to make informed decisions about their program in the DP years. Students will complete a minimum of two rounds of subject choice selections: one initial survey to determine where the greatest interest is, and a second one to refine the selections of first and second choices.

At ISRM, we provide a challenging and rewarding IB program to prepare students for success in a globalized world. Our admission criteria aim to ensure that every student admitted is well-suited for the program and can thrive in our inclusive and diverse community.

Admissions Process Chart

The admissions process might differ slightly, but below is a basic outline of the process.





The cycle of review of the Admissions Policy

Objective:

To ensure that the Admissions Policy of ISRM remains up-to-date, fair, transparent, and effective in fulfilling the school's mission of providing quality international education to students, while also maintaining a diverse and inclusive student body.

Roles and Responsibilities:

1. Admissions Committee: The Admissions Committee will consist of key personnel, including the School Director, Head of ISRM, MYP and DP Coordinators, and, when necessary, a representative from the teaching staff. The Committee will meet regularly to assess the admissions process, review the policy, and propose revisions if necessary.
2. School Director: The School Director is responsible for managing the day-to-day operations of the admissions process. They will provide insights into the practical aspects of the policy and suggest improvements based on their experience.
3. Head of ISRM: The Head of ISRM plays a crucial role in ensuring that the admissions policy aligns with the school's educational goals and values. They will provide strategic guidance and input during policy reviews.
4. MYP Coordinator and DP Coordinator: The MYP and DP Coordinators have the responsibility for approving changes to the Admissions Policy. They will assess the policy's alignment with the school's mission and its compliance with the International Baccalaureate.
5. Teaching Staff Representative: This representative can provide valuable insights into how the admissions policy impacts the classroom environment and the school community as a whole. When necessary, teaching staff will administer admissions exams. Teaching staff will regularly assess the effectiveness of ISRM's admissions exams.

Periodic Review:

1. Annual Review: The Admissions Committee will conduct an annual review of the Admissions Policy to identify any immediate issues or necessary updates. This



review will focus on the policy's alignment with the school's mission, current legal requirements, and any feedback received from stakeholders during the year.

2. Biennial Comprehensive Review: Every two years, the Admissions Committee will conduct a comprehensive review of the Admissions Policy. This review will involve an in-depth examination of the policy's effectiveness, fairness, transparency, and inclusivity. Stakeholder feedback, including that from parents, students, and faculty, will be solicited and considered. Any necessary revisions to the policy will be proposed, and a report will be prepared for the MYP and DP Coordinators.

Communication to Stakeholders:

1. Transparency and Accessibility: The Admissions Policy, along with any revisions, will be made easily accessible on the school's website. Printed copies of the policy will be available at the school's administrative office.
2. Regular Updates: Stakeholders, including parents, prospective parents, and school staff, will be informed of any changes to the Admissions Policy through email notifications and updates on the school's website.
3. Feedback Mechanism: The school will maintain an open channel for stakeholders to provide feedback on the Admissions Policy. Suggestions and concerns will be addressed promptly and taken into consideration during policy reviews.
4. Annual Admissions Information Session: The school will organize an annual information session for prospective parents, during which the Admissions Policy will be explained, and any changes highlighted.
5. Internal Training: School staff involved in the admissions process will receive training on the updated policy to ensure consistent implementation.

By adhering to this cycle of review, the International School Rhein Main aims to maintain an Admissions Policy that is not only effective but also responsive to the evolving needs and values of its community while ensuring compliance with legal requirements.