



漢鼎書院
Han Academy

Responsibility for Policy
Implementation:
政策負責方:

Principal (Secondary)
中學校長

Relevant to:
政策關聯方:

All Han Academy academic staff
(Secondary), students and parents
所有漢鼎書院教職員(中學)、學
生、家長

Approved by:
政策批准方

Principal (Head of School)
校長

Effective from:
政策生效日期:

20 June 2025
2025年6月20日

Next Review Date:
下次檢討日期:

19 June 2026
2026年6月19日

Relevant Documents:
政策相關文件:

IBDP Admissions Policy
IBDP入學政策



IB DIPLOMA PROGRAMME ADMISSION POLICY

The International Baccalaureate Diploma Programme (IBDP), hereinafter, the programme, is a pre-university programme aimed at developing students' learning and research skills, as well as strengthening their character and engaging them in society. Its ultimate objective is to develop a learner as an inquirer and carrier of the IB Learner Profile, and to prepare him/her for further study at the university level and a career. The programme includes a broad spectrum of courses and learning activities. Aiming to create and maintain high standard of education in the programme at Han Academy (hereinafter, the School), this Policy is in force by regulating the programme admission standards. The IB Diploma Programme Coordinator (hereinafter, Coordinator) is the officer in charge of the implementation of the Policy, including for admission to the IB Diploma Programme. The Policy is a part of the (general) Admission Policy of the School.

1. Eligibility criteria for placement in the programme

- 1.1 To be offered a place in the programme at the School, a student, either directly from Year 11 (graduating year of Cambridge Secondary 2 IGCSE at the School) or another school (external applicants), is to have both English language and Mathematics subjects completed, in addition to three other subjects.
- 1.2 The minimum requirement for English language and Mathematics is a grade of 'B' (on a 'A*'- 'F' scale) or '70' (on a '0-100' scale) for the pre-IBDP academic year (Y11 or equivalent). Academic performance in the other three examinable subjects studied under the IGCSE programme is at least at the 'C' grade level or '60'/'100', in case of non-IGCSE external applicants.
- 1.3 As a special case, a student can be accepted into the programme on a conditional basis, after consultation with the relevant subject teachers, if the grade for English language and/or Mathematics is below a 'B' (not applicable to Mathematics HL), but not lower than a 'C' (below '70'/'100' but not lower than '60'/'100' for non-IGCSE applicants). In such a situation, the student is required to achieve the minimum level of '4' as a result of Semester 1 of Year 1 of the programme.

2. Maintaining the programme student status

- 2.1 All students in the programme are required to maintain good academic standing throughout both years of studying in the programme. In particular, performance in no subject can be below a '4'. Besides, a student is to achieve at least a 'C' in Theory of Knowledge (TOK) and Extended Essay, and to demonstrate satisfactory progress in Creativity, Activity, Service (CAS).
- 2.2 In case a student's academic performance over a semester results in grades lower than a '4', but not below a '3' (or a 'C' and a 'D' for TOK and EE, respectively), and not for more than for two subjects (including TOK and EE), the student will be placed under probation for one semester, at the end of which the overall grade for the subject(s) is to reach the



minimum level specified under 2.1 above.

- 2.3 In case a student does not meet the minimum requirements, as specified under 2.1 and 2.2, they will lose the 'full Diploma' student status but can continue studying in the programme for an IB subject certificate.

3. Procedure of placement in the programme

- 3.1 All students of Year 11 at the School are offered an opportunity to study in the programme, provided they meet the minimum requirements, as mentioned above. The School's programme is also open for external candidates, provided their previous academic performance/profile meets the minimum requirements set in the Admission Policy.
- 3.2 Throughout Year 11, the Coordinator conducts regular meetings with Year 11 students, aiming to provide them with foundation information on the programme, as well as on the minimum requirements for admission to the programme and on maintaining the programme student status.
- 3.3. Shortly after the student's annual performance results of Year 11 are available, the School offers each eligible student (based on the minimum criteria set above) admission to the programme at the School.
- 3.4 During the last semester of the academic year, the Coordinator meets Year 11 students who have expressed an intention to study under the programme, and discusses preliminary subject choices, based on the student's learning needs and expectations, and also the subject range offered by the School.
- 3.5 An external applicant can be directly placed in Year 12 only within the first half of Semester 1 of Year 12 (before the mid-semester break). After this deadline, any external applicant can be admitted to the programme at the School only if the subjects taken under the programme at another school exactly match subject choices provided by the School, with the exception of the programme's Group 1 subject (first language). The same principle is in force in regard to admission to Year 13 (second year of the programme) for external applicants.
- 3.6 Students of Year 12 (IBDP Year 1) are provided with a grace period of two weeks from the beginning of the school year to make their final selection of subjects in the programme, upon approval by the Coordinator, who can discuss the subject choices with parents/guardians of students. After the grace period, no change of IBDP subjects is permitted.
- 3.7 Each student has the right to drop from the programme. However, the School encourages students, who show sufficient academic capability, to stay in the full programme and provides guidance to them.
- 3.8 In case a student decides to drop from the programme, the Coordinator should consult with the student's subject teachers and parent(s)/guardian, before proceeding with the request.
- 3.9 Students who formally drop from (full) programme are not permitted to restore their previous programme status within the current academic year. Such students have an opportunity to re-apply to the programme's Year 1 (Year 12 class).



4. Review of the Policy

- 4.1 The Policy shall be reviewed at least once per academic year.
- 4.2 The overall coordination of the review exercise is conducted by the Coordinator.
- 4.3 Reviewed policy enters into force after being approved by the Head of School.

