



Admission policy at SIEC



Admission Policy- International Baccalaureate

Soodeh International Educational Complex

Introduction

At Soodeh International Educational Complex (SIEC), students are admitted of any race, color, national/ethnic origin or ancestry, religion or disability to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate any consideration protected by Iran national laws in administration of its educational policies, admission policies and school administered programs.

Our admission policy is designed to clarify and publicize our school's ethos in the process of application.

Policy

SIEC has an open admission policy for us to process students. Our language of instruction is English; however, we strive to recognize and celebrate the diversity of language in our student body & classroom. (See our language policy). The final decision for all admission to our school is made by our head of school.

Educational merits that we look to confirm in applications:

- The applicant's ability to benefit from the MYP programme and the subjects on offer
- The applicant's highest previous academic education attainment
- The applicant's academic and social skills required to successfully meet the MYP programme

The school reserves the right to not accept all students based on an inability of any of above educational merits to be completely shown or confirmed by SIEC with full cooperation of the applicant.

How to apply the MYP programme

Students who have finished fifth grade and meet our academic requirements can apply to the MYP Programme. The application process starts with a completed pre-registration form in school's website. Then, new students take a placement test while their parents meet with the



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IB Coordinator from SIEC. Throughout this process, we ask that applicants be responsive and answer any questions we may have promptly. If students pass the placement test, an application for enrollment is sent to our admissions office. Parents will then be invited to officially enroll their child in our school.

During the admission procedure, parents must provide documentation that informs us about the child's background regarding any needs that should be met.

When a need becomes apparent throughout the process that cannot be met by the school, in the best interests of the student, they will not be admitted.

Procedure for Admission

Step 1: fill out pre-registration application form on www.soodeh.com

Step 2: The educational consultant is the contact person for careers advice. The applicants is required to complete the application enrollment form in full before any assessment can be initiated.

After confirmation of consultant that the sufficient documentation is in place, the parents and students will be leaded to step 3.

Step3: Invitation for interview and placement test.

In the interview we may discuss the following:

The IB MYP programme, expectations and demands on the students/ parents/guardians

Our school mission and value

Our students - how we assist in academics and development& possibility of entrance exam question that parents/guardians may have

The IB coordinator have an interview with parents while the students take a placement test.

Step 4: Applicants is informed of the status of their application

The applicants will be informed if they have been accepted into the programme or not after 3 days.



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Who can I contact?

Educational advisor: Elham Iranmanesh

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Educational Coordinator: Simin Sadeghi

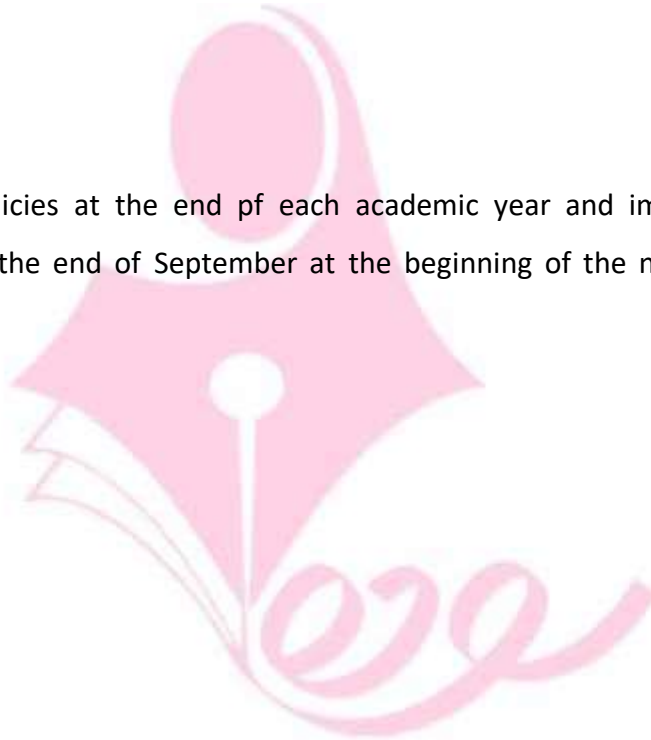
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IB coordinator and Head of school: Atefeh Khanjari

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Revision:

We review all our policies at the end of each academic year and implement any necessary changes by the end of September at the beginning of the next academic year.



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