

Admissions Policy

Updated 2025

Table of contents:

1. Mission and Vision of the International School Almere
2. Our Values
3. Introduction
4. Entry requirement
5. Students with additional needs
6. Academic requirements
7. Refusal of admission
8. Application procedure
9. Review of this policy

1. Mission and Vision of The International School Almere:

At International School of Almere we offer quality IB programmes in a safe and sustainable environment. We offer education in a continuous learning line for international students aged 12-18. Our education is inclusive and accessible to students with different learning styles and abilities.

It is the mission of International School Almere to inspire our students to reach their full potential by striving for academic excellence, intercultural awareness, and mutual respect. To do so, we offer our students a challenging, comprehensive education within a diverse, caring, and encouraging community of learners.

2. Our Values:

Compassionate

We create a safe and inspiring school environment that encourages meaningful care for ourselves, each other, and our changing world.

Committed

We are motivated to be involved in all aspects of school life and to go the extra mile to build a deeply involved community.

Curious

We develop intrinsic motivation to take ownership of our own learning process and thrive on the sense of wonder

Inclusive

We bring together different personalities, nationalities, cultures and abilities. We are a diverse unit where everybody is equal and respected.

Holistic

We focus on the whole person: academically, emotionally, socially and morally. We consider everyone in our community to be a life-long learner.

3. Introduction

The International School Almere is a fully authorised IB world school, providing quality international education, in English, for students from 11 to 18 years of age. The school is also a subsidised school that falls under the authority of the Dutch Education Ministry and has to adhere to specific criteria for admissions. Our admissions policy outlines the restrictions that apply to acceptance, which is determined by the programmes we offer and our legal context as a Dutch

International Secondary School. The school welcomes applications from students regardless of gender, ethnicity or religion. In choosing the International School Almere for their child, families commit to uphold our school vision and mission, student code of conduct (add link to document) and expectations (add link to document) as well as act in line and support our policies.

Our admissions policy is firmly rooted in the mission and values of the International Baccalaureate (IB). The IB mission is to develop inquiring, knowledgeable, and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. The IB values emphasize the importance of challenging students to excel in their studies and personal growth, encouraging them to become active, compassionate, and lifelong learners. At the International School Almere, we are committed to supporting our students in developing in line with the IB learner profile, which includes attributes such as being principled, open-minded, and reflective. We strive to create an environment that nurtures these qualities, ensuring that our students are well-prepared to thrive in a global community.

Admission is open to students who can thrive in a challenging, international, university preparatory education offered in the English language. The school is open to students who can successfully access and are able to benefit from the programmes that we offer. The International School Almere aims to guide its students towards the IB Middle Years Programme leading to either the IB Career-related Programme or the IB Diploma Programme. Students applying for the Career-related Programme or the Diploma Programme will have to indicate through previous achievement their ability to cope with rigorous academic work and that their level of English language proficiency is satisfactory to access the programmes. The Middle Years Programme is structured to accommodate a wider range of academic abilities.

Exceptions to the age guidelines are made infrequent and only upon careful evaluation of the applicant by the admissions team. The school will always aim to act in the best interest of the student in these matters.

In keeping with the philosophy of international education the International School Almere does offer places to students who do not yet have fluency in English, but who can demonstrate a need for international education in the MYP. This may be the case when for example parents come to The Netherlands to work and the student has little or no alternative because of the host country language barrier. To be allowed to continue the programme, the student in this case must acquire sufficient language skills within a reasonable period of time and demonstrate academic ability. The school welcomes students who have a broad range of interests, are proactive, take initiative, are engaged, willing to accept challenges, participate in various school activities, are reflective, learn from their failures, work with the school team and are service oriented.

4. Entry requirements

Who attends the International School Almere:

- A. The child is a foreign passport holder and one of the parents is employed in the Netherlands for a limited time.
- B. The child has Dutch nationality and has been educated outside of the Netherlands for two years or longer because one of the parents has temporarily worked abroad.
- C. The child has Dutch Nationality and one of the parents will be employed outside of the Netherlands within the next two year (Please add employer's declaration).
- D. The child has Dutch nationality and parents demonstrate a particular need for an international education. This is only possible for the Diploma Programme and the Career-related Programme. Applicants must have a good VWO4 report card in the Dutch National System and should have a high proficiency in English for the DP. For the CP, applicants must have a good HAVO5 report card in the Dutch National System and should have proficiency in English,

Enrolment is possible at any time during the school year, as long as space is available. In the case of no space being available, the student may be placed on the waiting list. The school uses **OpenApply** an admissions tool by Faria systems for all its admissions applications.

The decision to admit or not admit a student to the International School Almere is based on the availability of space at the appropriate year group, the school's ability to meet each student's needs and the student's ability to fulfil the programme requirements.

At the International School Almere the student that is admitted to the school will continue to live with a parent / legal guardian / care giver for the entire duration of their schooling.

5. Students with additional needs:

It is vital that any student that joins the International School Almere arrives with the potential of being successful in the programmes that are offered and is able to benefit from an IB education. They must also be able to behave safely and appropriately in a mainstream school context. We are not a special education needs school, but we do offer provision for students who have additional needs depending on the composition of the class. The student well-being and learning support department at the school provides some support for students with a range of Special Educational Needs (SEN) along with the support of experts from "Passend Onderwijs". However, the school relies on parents providing external support for their child is continuous and long-term support is needed for the child.

Each application is considered individually and the decision is made by the recruitment team, which consists of: admissions office, programme coordinator, care team, representatives of the

previous school who check that the student will fit into the community of the International School of Almere, and the parents.

6. Academic requirements

All applicant students will be required to complete an English entrance test to accurately determine their level of English. Based on the results of the test, the students may be placed in either English language acquisition or English Language and Literature.

Students who have previously been exposed to Dutch, French or Spanish in an academic capacity will also be required to complete an entrance test to ensure the student is placed in the correct level.

Students starting in MYP3, MYP4 or MYP5 will all initially be placed in the Mathematics core group. MYP4 and MYP5 students will be given a placement test once they have started at the school. Based on the results of the test, they may be moved to the Mathematics Extended group.

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*** Students are not allowed to take a B language if they have had the same language A in MYP5 or an equivalent year.**

The decision on tentative subject choices is made during the admissions interview process.

****The DP courses will be available only if there are sufficient number of students enrolled for the course.**

The requirements for entry into the Diploma Programme courses are provided below:

If a student wants to choose the following subject in the DP:	Then the following condition must be met in the second report card in MYP5 or the equivalent year:
Three science subjects (Physics, Chemistry, Biology) for Medical Studies in The Netherlands	Minimum of grade 6 in Science
Any science subject at HL	Minimum of grade 5 in Science and minimum of level 6 in criteria A – knowing and understanding
Mathematics Analysis and Approaches HL	Minimum of Grade 5 in Math extended or minimum of Grade 6 in Math standard And Minimum Level 6 in criterion A - Knowing and understanding
Mathematics Applications and Interpretations HL	Minimum of Grade 5 in Math extended or minimum of Grade 6 in Math Standard And Minimum 6 in criterion D- Applying mathematics in real life contexts
Language Acquisition	MYP Phase 1 student can only choose ab initio MYP Phase 2 student can only choose SL (ab initio in rare cases) MYP Phase 3 SL MYP Phase 4 HL
Economics HL will be allowed only if there is teacher recommendation for Math AA SL or Math AA HL or Math AI HL	

The requirements for entry into the Career-related Programme are given below:

For internal candidates or external candidates coming from an IB curriculum

To be eligible for the Career-related Programme (CP), students must demonstrate proficiency in specific subjects during MYP5: Mathematics and English.

Mathematics: Students with a final report card score of 4 or higher are automatically eligible.

Students scoring a 3 will be assessed on a case-by-case basis.

English: Students need a score of at least 4 on their final report card. Those with a score of 3 will also be evaluated individually.

For external candidates coming from a different curriculum

Candidates should have completed the equivalent of MYP5. For Dutch students, this means successfully having completed havo 4. Furthermore, candidates should demonstrate proficiency in both Mathematics and English on their final report cards.

Additionally, all CP applicants will participate in a 20-minute interview, either in person or online. This interview will assess their motivation for choosing the CP and their interest in the Information Technology pathway.

7. Refusal of admission

Following investigation, if there is sufficient evidence that the school is unable to provide an education that will meet the academic/behavioural/Special Education needs of the child, we may refuse entry.

All three Programmes (MYP, CP and DP) are academically rigorous. A revision of the academic level of all applicants will therefore be carried out through the evaluation of previous academic reports as well as the admission interview conducted by the Programme Coordinators.

For more information regarding the academic programmes and their requirements, please consult the following documents and policies:

1. The school guide
2. The assessment policy
3. The promotion policy

Parents / Guardians must be aware that failure to disclose information or provide inaccurate information will jeopardize their child's school placement.

8. Application Procedure

1. Please see on the last page the **IGVO registration document** for a list of documents needed to be submitted with the application
2. Click on "Apply now" under the admissions tab of our school website www.internationalschoolalmere.nl to complete and submit the application form along

with all relevant and required documents. Control your checklist and pay the application fee.

3. Upon request, we can arrange a short tour of the school. This can take place at the same time as the interview or beforehand. For a school tour, please send an email to admissions.secondary@isalmere.nl

4. After payment of the application fee, and completing the application, schedule an interview with the programme coordinator. This can be done online via Teams, or in person.

Please note that appointments for an interview are scheduled only after a complete application form along with relevant documents have been submitted and the application fee is paid.

5. Arrange for student to sit entrance test if required. This is for students applying for MYP4, MYP5 and DP1.

6. Admission officers will be in touch with previous school of the student.

7. After the acceptance letter is received, parents will be sent an invoice for payment of the 50% tuition fee, which should be paid within two weeks of receipt of the invoice.

8. A place is reserved for the student after payment of the invoice.

9. Parents will receive a letter of information for the first day of school in the first week of July or any other appropriate date depending on the entry date of the student in the school.

10. The student will receive a language profile form that needs to be filled in and returned to the school. This allows the student to be placed in the appropriate language groups.

- If a child must leave during the school year, four weeks' notice should be given in writing. Please be aware that students are only permitted to transfer to another school located in The Netherlands following a main holiday period. The refund is only applicable if your child started before 1 October of the current school year. Should your family relocate during the school year (1 August till 31 July) then after settlement of all school fees, the refund given is according to the school fee agreement. Should you be leaving the Netherlands, please fill in the Exit form and return it to the school.
- Enrolment is possible at any time during the school year, as long as space is available. In cases where it is not possible to determine the student's academic ability from the documentation and references provided, the student may be expected to complete an entrance test. There will be an entrance test for students applying for MYP4, MYP5 and DP1. We do not admit students in DP2 (final year of the programme).

IGVO criteria – International Georiënteerd voortgezet onderwijs

Which documents are needed for registration?

A. Documents needed for foreign students temporarily living in NL (expats):

- a copy of the student's foreign passport

- a copy of the students registration with the municipality in the town/city he/she is residing in the Netherlands
- copies of the last two years' academic reports cards
- letter stating that at least one parent is temporarily working in the Netherlands

B. Documents needed for Dutch students returning from abroad:

- a copy of the student's Dutch passport
- a copy of the students registration(re-entry) with the municipality in the town/city he/she is residing in the Netherlands
- copies of the last two years' academic reports cards
- a letter from the parent or parent's employer to state that the family lived abroad due to one or both of the parents jobs.

C. Documents needed for Dutch students planning on moving abroad:

For parents working for a company (Dutch or foreign)

- a copy of the student's Dutch passport
- copies of the last two years' academic reports cards
- cito information where relevant
- a letter from the parent's employer to indicate that the parent plans on working abroad within the next two years, plans to remain there for at least two years and stating that the student will live abroad with the parent.

For parents who own their own company

- a copy of the student's Dutch passport
- copies of the last two years' academic reports cards
- cito information where relevant
- a letter from the parents to indicate that the parent plans on working abroad within the next two years, plans to remain there for at least two years and stating that the student will live abroad with the parent.

D. Students from the Dutch National Curriculum for the Diploma Programme

For the Diploma Programme (age 17-18)

- VWO4 transfer report (overgangsbewijs)
- Proof of sufficient ability of the English language. (an entrance test at the ISAlmere will suffice)

Students from the Dutch National Curriculum for the Career-related Programme

For the Diploma Programme (age 17-18)

- VWO4 or HAVO5 transfer report (overgangsbewijs)
- Proof of sufficient ability of the English language. (an entrance test at the ISAlmere will suffice)

9. Review of this policy

This policy was reviewed in June 2025. This policy will be reviewed every 2 or 3 years. In case an urgent clarification is needed then the policy will be reviewed at the end of the school year during the end of year meetings.