



ADMISSION POLICY

1 TABLE OF CONTENTS

1	TABLE OF CONTENTS	2
2	ADMISSIONS POLICY	3
2.1	PHILOSOPHY	3
2.2	CURRICULUM ON OFFER	4
2.3	ADMISSION REQUIREMENTS	5
2.3.1	Language requirements and evaluation:	5
2.3.2	Academic requirements and evaluation:	5
2.3.3	Other requirements and evaluation:	6
2.4	ADMISSIONS TO THE IBDP	7
2.4.1	Conditions for entry:	7
2.4.1.1	Academic achievement	7
2.4.1.1.1	A. Internal students	7
2.4.1.1.2	External MYP students:	7
2.4.1.1.3	External non-MYP students	7
2.4.1.2	Interview (internal and external students)	8
2.4.1.3	Learning contracts	8
2.4.1.4	Fees	8
2.4.1.5	Application	8
2.4.1.6	Transfer students	8
3	ADMISSION PROCEDURES	9
4	RESPONSIBILITIES	9

2 ADMISSIONS POLICY

2.1 PHILOSOPHY

Enko Botho Campus is part of Enko Education, a network of African International Schools. The Admissions Policy is in accordance with Enko Education standards and practices, and embodies Enko Education values.

The Enko Education Vision statement states “We will empower more and more people across the continent”. Our aim is built firmly on giving access to quality education to as many young people as possible.

Across the Enko network, the primary aims of the Admissions Policy and Procedures are to identify students who have the potential to benefit from an Enko education and to check the extent to which the school can meet their educational needs.

No applicant should be refused admission on the grounds of race, gender, culture, religious belief, etc.

The Enko Scholarship programme is available to support talented students without the financial background to afford the standard fees.

Based on the curriculum on offer, the language of instruction and other school specificities, each Enko school will have some specific Admission criteria. But, there are also consistencies across the network in terms of the admission processes. Guidance on these is included in the Enko Standards & Practices.

As Enko schools are established in locations where alternative quality education is rarely available, it is inevitable that there will commonly be significant gaps between the educational experiences of incoming students and the standards of Enko education. The admissions processes should attempt to gauge whether each student can bridge that gap in a timely manner.

For this reason, admissions criteria to the earlier years Form 1 -4 are less rigorous than those to the International Diploma Programme (IBDP) .

2.2 CURRICULUM ON OFFER

Enko Botho offers the following programmes:

- Cambridge Lower Secondary - Form 1, 2 and 3
- Cambridge Upper secondary IGCSE - Form 4 and 5. This is an exit point if students so choose.
- IB Diploma Programme – DP1 and DP2

Students applying for places may join the Forms 1-4, but are unlikely to be admitted to Form 5, which is the last year in the two year IGCSE program.

The Form 1, 2 and 3 curriculum is entirely compulsory and includes Maths, English, Science, Humanities and Arts subjects, ICT, P.E, and PSHE.

In Form 4 and 5 students make choices on the subjects that they wish to be examined on for the IGCSE qualification. These mirror those available at IBDP level. To qualify for the IGCSE certificate, The following subjects are compulsory for the IGCSE; English Language, a second language (French or Setswana currently), Enterprise and/or Global Perspectives, Coordinated Science (Bio, Chem and Phys), and Mathematics. The students can then select other additional subjects including ICT and Art.

Admission into the IBDP program is more selective. It is important to understand the rigorous nature of the academic curriculum, and appreciate the need to study 6 subjects including Language, Science and Maths. In addition, the students need to complete the Theory of Knowledge course, CAS programme and an Extended Essay. This comprehensive programme is demanding of students' ability, resilience and organization.

Students will only be admitted to the second year of the IBDP (DP2) if they have previously completed DP1 in another school and their subject combination suggests that they can be assimilated into the subjects on offer at Enko Botho. Students who may have completed DP1 and DP2 at another school may be admitted to Enko Botho if this will support them in obtaining suitable grades for entry to university.

2.3 ADMISSION REQUIREMENTS

2.3.1 Language requirements and evaluation:

- The curriculum at Enko Botho is accessed through tuition delivered in English. Students deemed unlikely to be able to access the curriculum will not be accepted. In general, each student's ability in English will need to be at CEFR Level B2 or above or IGCSE English Language Grade C or higher
- Some of the curriculum will also be accessed through other language teaching. Students applying to join the earliest years do not need to have demonstrable ability in another language. Those joining in will need to be at least up to CEFR Level B1 for DP1 if Language B is to be taken.
- The student's ability to operate in English will be assessed by a combination of testing (written and/or oral) and evaluating how much of the student's previous schooling has been in English.
- Those applying for access to the senior years will be assessed for ability through further testing (written and/or oral).

2.3.2 Academic requirements and evaluation:

- The table below indicates the minimal local grade that students will normally have had to complete before admission to the specified Form into Enko Botho :

To enter ...	Student to have completed ...
Year 7/Form 1	Standard 6
Year 8/Form 2	Standard 7
Year 9/Form 3	Form 2
Year 10/Form 4/IG1	Form 3
Year 11/Form 5/IG2	Form 4
Year 12/DP 1	BGCSE certificates/IGCSE/IBMYP or equivalent
Year 13/DP 2	IB1

- In addition, applicants for the IBDP programme must be able to demonstrate that they have achieved 5Cs as minimal grades in their last year. This will be assessed through examination of the previous year's report cards and mock exam results
- Students should have C grades in English and Maths and be able to show some ability in Sciences and Language learning. Typically, these would all be at C grade or better. Students will take a GL CAT4 assessment prior to admission to help the entrant and the school form an opinion about the most likely outcomes at the end of the programme. It should be noted that the process is designed to best meet the interests of the student meaning that alternative courses may be offered if it is thought that the chances of success are limited by one or more factors.
- Applicants who are unable to demonstrate appropriate abilities for joining a specific grade may be offered a place in the Form below.
- In order to gain admission to ENKO Botho students will be assessed through language tests (see above) and tests in mathematics.
- Students applying for scholarships will be assessed further on their academic potential.

2.3.3 Other requirements and evaluation:

- In addition to their linguistic and academic abilities, students admitted to Enko Botho are expected to be able to demonstrate:
 - behavior and character that align with the mission, vision and core values of the school
 - motivation and ability to embrace and embody the IB Learner Profile
 - ambition and determination
 - that they can benefit from the educational programmes offered
- These traits will be evaluated through some/all of:
 - an interview with the applicant
 - discussions with the parents
 - official letters from the previous school attesting to the applicant's conduct
 - recommendation letter(s) from the applicant's previous school or teachers

- Applicants for the IB Diploma Programme will require a detailed evaluation of their projected subject choices. Decisions on the suitability of subject choices rests with the IBDP Coordinator and/or Head of School.
- Applications from students with special or specific needs will, in addition, be evaluated after examination of specialist reports (e.g. from a doctor) and/or reports from the applicant's previous school. See Inclusion Policy.
- For all applicants, documentary evidence of the student's identity (ID photos, copy of birth certificate and/or ID document) is required along with an appropriately completed application form, including parents' or guardians' information.

2.4 ADMISSIONS TO THE IBDP

Enko Botho international school has a policy of conditional entry designed to support academic success, to ensure that students are placed into courses which are both challenging and manageable, and to allow access to the IB diploma programme for students coming from other educational systems. The conditions are outlined below.

2.4.1 Conditions for entry:

2.4.1.1 Academic achievement

2.4.1.1.1 A. Internal students

- I. A minimum final IGCSE achievement score of grade C in each of the subjects attempted.

2.4.1.1.2 External MYP students:

- I. A minimum final achievement score of 4 in each of the following subject groups: language & literature, language acquisition, individuals & societies, science and math (an average score will apply if a student is enrolled in multiple subjects within a subject group)
- II. Completion of personal project and service as action requirements
- III. One teacher recommendation addresses behavior, attendance, motivation and self-discipline

2.4.1.1.3 External non-MYP students

- I. Mathematics
 - a) mathematics skills and concepts test
- II. English
 - a) written test
- III. Sciences
 - a) science skills and concepts test
- IV. One teacher recommendation that addresses student behavior, attendance, motivation and self-discipline
- V. School transcripts

2.4.1.2 Interview (internal and external students)

All applicants will be interviewed to determine their level of commitment and ability to take personal responsibility for their learning, as well as their level of oral English fluency. The primary purpose of the interview is to consider the applicant's potential to succeed not only in their individual subjects but also in the core components of CAS, theory of knowledge and the extended essay.

2.4.1.3 Learning contracts

All candidates must sign an academic honesty contract indicating their commitment to Enko Botho's policy of academic honesty

2.4.1.4 Fees

A. Schedule of fees and regulations will be available during the admissions process.

2.4.1.5 Application

A. External students will be asked to complete an application form

2.4.1.6 Transfer students

- a) Students who transfer from other IBDP schools are welcome. Enko Botho will work closely with parents and the other DP coordinators to ensure as smooth a transition as possible
- b) Where appropriate subject or level is not available at Enko Botho, parents may need to pay the cost of tutoring or of an online course depending on the school's ability to facilitate the course.

The criteria outlined above do not, on their own, determine a candidate's eligibility. Individual circumstances and student interest are also taken into account. MYP students, for example, may be required to take a skills and concepts test if doing so would help place them in a more suitable level.

Enko Botho's Special Educational Needs and Language policies outline our philosophy on making the Diploma Programme as accessible as possible given



the financial and professional resources available. In all admissions cases, the head of school makes the final decision.

3 ADMISSION PROCEDURES

The Admissions Officer is responsible for managing the admissions procedures at Enko Botho. But, the ultimate decision as to whether a student is admitted resides with the Head of School (or a person specifically designated to make decisions on behalf of the Head of School). Support on student recruitment is also available from the Enko Central office.

Upon enquiry, the Admissions Officer should provide appropriate information for the parents and the applicant about Enko Botho. This is likely to include information on:

- the curriculum
- the calendar
- the school's code of conduct
- fees and other charges (e.g. examination fees)
- the application processes

Applicants and their families are encouraged to complete the admissions form, submit supporting documents (see "Admission requirements") and pay the enrollment fee and development levy as soon as possible. Admission is on a **'first-come-first-serve'** basis – determined by the date on which these are received.

The Admissions Officer shall arrange testing and/or interviews as soon as possible after receipt of the application documents.

ENKO Botho aims to provide a clear response (offering or rejecting admission) within three working days of testing and/or interviewing being completed (plus receipt of fees and appropriate documents).

Parents who are offered a place at Enko Botho for their child(ren) are then required to sign a "contract" indicating that they accept the school rules, etc. before their place is reserved

4 RESPONSIBILITIES

The Head of school is responsible for the implementation of this policy.
The Head of school is also responsible for review of the policy before
January 2023

B. R. W. Green