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İSTEK PRIVATE ATANUR OGUZ ANATOLIAN HIGH SCHOOL

INTERNATIONAL BACCALAUREATE PROGRAM REGISTRATION AND ADMISSION POLICY

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1. İSTEK Private Atanur Oguz Schools Vision and Mission

Our Vision

With a continuously evolving, innovative, and dynamic approach to education, we aim to nurture individuals equipped with all the skills required for the 21st century. We prepare our patriotic, entrepreneurial, ethical, and productive students today to be able to provide solutions to the world's problems tomorrow. Our ultimate goal is to be among Turkey's most successful schools and to be a model institution at the international level.

Our Mission

It is to provide world-class education in an educational environment that internalizes Atatürk's principles and reforms and discovers and develops individual talents. By nurturing individuals who are proficient in foreign languages, possess a global perspective, and are guided by science, supported by the most advanced teaching methods and technology, we aim to be a preferred educational institution both in Turkey and worldwide, and to make the most valuable contribution to our country's bright future with these productive, creative, and highly responsible generations.

2. İSTEK Private Atanur Oguz Schools Education Principles

The İSTEK Istanbul Education and Culture Foundation believes that Atatürk's ideology is the only and most enlightened path for Turkey. Guided by this noble ideology, the Foundation carries our national values into the future with this light and educates its students based on the following fundamental principles:

- **Patriotic and Sensitive:** Individuals who feel responsible for the problems of their country and the world, who respect human rights and the environment, and who have internalized peace.
- **In the Light of Science:** Individuals who have a perspective that researches, questions, and places realistic and scientific thinking at the center of their lives.
- **Productive and Creative:** Individuals who make a difference with their entrepreneurial spirit, are versatile, nourished by art, and possess aesthetic sensitivity.

- **Equipped and Harmonious:** Individuals who are equipped with the knowledge and skills necessary for future education and professional life, are at peace with themselves, and possess a productive and harmonious personality.

3. International Baccalaureate Programme Mission and Introduction to the Programme

International Baccalaureate Program Mission

The fundamental purpose of International Baccalaureate (IB) programs is to develop individuals equipped with global awareness, strong moral character, and deep understanding. In pursuit of this noble goal, the IB community collaborates with schools, governments, and international organizations to develop visionary educational programs and rigorous assessment methods. These programs empower students around the world to become individuals who respect differences, recognize that “different” can also be “right,” are effective, compassionate, and have internalized a passion for lifelong learning.

International Baccalaureate Program Introduction

The International Baccalaureate (IB) is a global educational community with a shared vision of equipping young people with knowledge, skills, and universal values to build a more just, sustainable, and peaceful world.

The Diploma Programme (DP), the IB's first programme, was designed in 1968 to offer a challenging yet balanced curriculum that promotes geographical and cultural mobility through an internationally recognized university qualification centered on intercultural understanding and respect. With the addition of the Middle Years Programme (MYP) in 1994 and the Primary Years Programme (PYP) in 1997, the IB created a comprehensive educational roadmap for students aged 3 to 19. The Career-related Programme (CP), introduced in 2012, further enriched this comprehensive structure by offering practical and academic options for students aged 16 to 19.

All IB programs share the common goal of equipping students with the knowledge, skills, and attitudes necessary to understand the complex world they live in and shape the future as responsible global citizens. These programs offer a broadening education that builds bridges

across disciplines, cultures, and geographies, encouraging critical thinking, creative ideas, and meaningful relationships.

4. IB Learner Profile Features and Importance

The IB Learner Profile is the cornerstone of our mission to develop internationally minded, responsible individuals. These ten attributes reflect our holistic approach to education, which aims to develop our students not only academically but also as human beings. This profile, which values our students' intellectual development as well as their social, emotional, and physical well-being, encourages them to become individuals who respect themselves, others, and the planet. As IB educators, we guide our students to demonstrate these qualities in an increasingly deep and mature manner.

IB Learner Profile Attributes:

- **Inquirers:** They nurture their innate curiosity, conduct independent research, and ask critical questions to make sense of the world.
- **Knowledgeable:** They build meaningful knowledge by thoroughly exploring interdisciplinary concepts of local and global significance.
- **Thinkers:** They use critical and reflective thinking skills to generate creative and logical solutions to complex problems.
- **Communicators:** They express their ideas and beliefs confidently and creatively in multiple languages; they listen carefully and strive to understand the perspectives of other individuals and groups.
- **Principled:** They possess a strong moral compass of integrity, honesty, and fairness; they take responsibility for their actions and their impact on others.
- **Open-minded:** They respect their own cultures and personal histories as well as the values and traditions of others. They value learning from differences and new experiences.
- **Caring:** They show compassion and empathy for the needs and feelings of others. Feeling a personal responsibility to serve, they are dedicated to making a positive difference in the lives and communities of others.

- **Risk-Takers:** They are courageous and determined in the face of uncertainty. They are willing to step outside their personal comfort zones to explore new ideas, strategies, and roles.
- **Balanced:** They understand the importance of achieving personal physical, mental, and emotional balance for their own happiness and that of others.
- **Reflective:** They carefully evaluate their own learning processes, experiences, and ideas. They use self-awareness to understand their strengths and weaknesses and to support their continuous personal development.

The development of these qualities forms the basis of international awareness, preparing our students to build a better and more peaceful world.

5. Admission Philosophy

İSTEK Private Atanur Oguz Anatolian High School implements the IB Diploma Program at the 11th and 12th grade levels. Before starting the program, our 9th and 10th grade students complete the compulsory courses in the MEB curriculum to establish an academic foundation. Throughout these two years, our school introduces students to the academic discipline and terminology of the IB DP through informational presentations and hands-on workshops, providing them with a solid foundation. This comprehensive preparation process allows students to decide whether they are ready to transition to the IB DP and gain a clear vision of how to prepare for university through this distinguished program.

Students wishing to participate in the IB Diploma Program are accepted into this challenging and rewarding academic journey based on their academic qualifications as well as specific qualities relevant to the program.

Note: *Access refers to the school's commitment to informing all students about the DP and providing equal opportunities to explore it. Admission refers to the evaluation and acceptance of students who meet the programme requirements.*

6. Student Profile & Required Qualifications for Participation

The IB DP is a rigorous program that requires students to demonstrate not only academic excellence but also specific personal and intellectual qualities. Admission to the program is open to students who demonstrate high potential in the following areas:

- **Strong Academic Foundation:** Advanced Turkish and English reading and writing skills, along with consistent study habits.
- **Advanced Cognitive Skills:** The ability to think critically, analyze, question, research, and communicate effectively.
- **Superior Work Discipline:** Planning, time management, self-discipline, and a high sense of responsibility.
- **Active and Balanced Participation:** Active involvement in classroom and extracurricular activities (arts, sports, community service, etc.).
- **Modern Competencies:** Proficiency in digital literacy, creativity, teamwork, and a spirit of cooperation.
- **Universal Values:** International awareness, strict adherence to the principle of academic integrity, and a passion for lifelong learning.

7. Admissions Criteria and Application Process

İSTEK Private Atanur Oguz Anatolian High School offers the International Baccalaureate (IB) Diploma Program at the 11th and 12th grade levels. The program participation process includes a comprehensive preparation and evaluation phase that begins in the 9th grade.

Application and Evaluation Process:

Students wishing to participate in the program must meet the following requirements:

- 1) **Academic and Social Competence:** The student's academic achievement in grades 9 and 10, participation in classroom/extracurricular activities, and social skills will be

decisive in the evaluation. Students coming from abroad will be required to submit their year-end transcript from their previous education system.

- 2) Language Proficiency:** Students must have an English grade point average of at least 85 at the end of 9th and 10th grades and must achieve at least a B2 level on the “English Proficiency Exam” required for admission to the program. The exam consists of writing a 500-word English essay on the topic “Why do I want to be an IB student?” followed by an oral interview conducted by the Diploma Program Admission Committee.
- 3) Portfolio Preparation:** Students are expected to prepare a comprehensive portfolio file containing the following documents:
 - Diploma Program Application Form
 - Letter of intent explaining the purpose and goals of participating in the program
 - Transcript approved by the school administration
 - Three letters of reference from a subject teacher, assistant principal, and guidance counselor
 - English proficiency certificates from previous years (if available)
 - Certificates and documents related to academic, athletic, artistic, and social activities (TÜBİTAK, MUN, debate, social responsibility projects, etc.)
 - Official document from the school administration stating that the student has not received any disciplinary penalties
- 4) Attendance and Discipline Requirements:** In accordance with the Ministry of National Education Secondary Education Institutions Regulation, students whose unexcused absences exceed 10 days and/or whose total absences exceed 30 days are deemed unsuccessful, regardless of their course grades. Accordingly, students who exceed these absence limits are not eligible for admission to the IB Diploma Programme. In addition, students who have received any disciplinary sanction are not admitted to the programme.
- 5) Scholarship Status:** The scholarship that the student has in the academic year in which they enroll will remain valid for the duration of their IB education, provided that it does not lower their grade point average.

Evaluation and Acceptance:

The Diploma Program Acceptance Committee, consisting of the School Principal, Vice Principal, IB DP Coordinator, CAS Coordinator, and IB teachers, will evaluate the student's portfolio and overall profile and make the final acceptance decision. All dates and details regarding the process will be shared with the school community at the beginning of the relevant academic year.

8. Documents Required from Students and Parents After Acceptance to the Programme

Students accepted into the program are expected to complete the following formal procedures:

- 1. Institutional Commitment Letter:** The student must sign a document committing to embrace the mission and vision of İSTEK Atanur Oguz Schools and to act in accordance with them.
- 2. Academic Integrity Statement:** Our student must submit an official letter of intent to the IB Admissions Committee confirming that they will strictly adhere to the principles of Academic Integrity throughout their IB education.
- 3. Course Selection Approval:** The student must approve the final course selection form, prepared under the guidance of the IB DP Coordination Office, which determines the academic roadmap.
- 4. Financial Responsibility Form:** Parents/guardians must sign the registration acceptance and financial commitment form, agreeing to cover all program tuition fees, material costs, and resource book expenses.

9. The Importance of Other Policies in the Admission Policy

The IB program is built on comprehensive policies that form the foundation of the educational process and complement each other. All policies are equally important and integrated into the holistic structure of the program.

Academic Integrity Policy

Every student enrolled in the IB program at İSTEK Private Atanur Oguz Anatolian High School embraces the Academic Integrity Policy and bears the responsibility of fulfilling its

requirements. The policy is shaped by the values of “Ethics, Justice, Freedom,” which form the basis of our institution's Positive Behavior Development Program (ODGE), and aims to maintain and support the highest standards of accuracy, originality, and integrity in academic work.

Assessment Policy

Assessment and evaluation activities are an integral part of planned learning processes. The primary purpose of these activities is to analyze the efficiency and functionality of the process; to provide objective feedback to students, teachers, parents, and administrators about students' academic development and the effectiveness of educational methods; and thus to continuously improve the quality of education. The assessment process also supports the creation of a common understanding and unity of language among education stakeholders.

Language Policy

Language policy plays a central role in determining our school's educational strategies and academic standards. As language is the most fundamental tool for conveying knowledge and ideas, it is a vital element that must be consistently applied, discussed, and standardized across all programs and disciplines. İSTEK Private Atanur Oguz Anatolian High School aims to educate its students to be proficient in their native languages and to be able to use at least two foreign languages effectively. Our language policy document is the official expression of these goals and our language education standards in the IB Diploma Program.

Inclusive Education Policy

This document, titled “Inclusive Education and Special Educational Needs Policy,” covers all approaches and practices aimed at differentiating and diversifying educational environments to ensure the effective participation of all students in education. The policy aims to create an inclusive educational ecosystem that embraces individual differences as a source of richness and supports the success of every student.

10. IB DP Commissioners

ENGİN İNKAYA	Director of Educational Affairs
KÖKSAL YİĞİT	İSTEK Private Atanur Oguz Anatolian and Science High School Manager
MERVE ÖZDOĞAN	IB DP Coordinator
DİLEK BERİL AKSOY	CAS Coordinator
TUNA KAYA	İSTEK Private Atanur Oguz Science High School Deputy Principal
GÜLŞAH KAVRİ	İSTEK Private Atanur Oguz Anatolian High School Deputy Principal
GÜLÇİN DİRİ TURKISH A ELİF MACİT TURKISH A SEMRA KIRLAK KILINÇ MATHS A&A HARUN YORULMAZ MATHS A&A ÖZNUR KARABULUT PHYSICS SİRÜN ÖZÇELİK CHEMISTRY/EE DİLŞAD YURDAKUL BIOLOGY ARIEL JOEL GONZALES TOK/ GLOBAL POLITICS BENJAMIN DAVID WRIGHT ENGLISH B EMRAH AKGÜN HISTORY / TITC ÖZNUR ÇATMAKAŞ VISUAL ARTS	IB DP Teacher Community

11. Resources

<https://www.ibo.org/globalassets/new-structure/become-an-ib-school/pdfs/programme-standards-and-practices-2020-en.pdf>

https://resources.ibo.org/data/d_0_dpyyy_mon_1504_1_e.pdf

https://resources.ibo.org/data/g_0_iboxx_amo_2312_2_e.pdf

12. Appendices

- IB/DP Application Form
- Social Activity Form
- IB DP Course Selection Form
- Candidate Acceptance Letter
- Candidate Rejection Letter
- Academic Honesty Agreement
- Parent Commitment

IMPORTANT NOTE: The Admission Policy Document has been prepared by the İSTEK Atanur Oguz Anatolian High School IB DP Admission Team and is a live document that will be reviewed and updated every August.