

<p style="text-align: center;">The British International School Istanbul IBDP Predicted Grade Policy</p>
--

Last reviewed/updated 9 October 2018

BISI prepares students for a variety of post-18 destinations, including universities in the UK, the US, Europe and the Far East. For all of these destinations the school is required to provide the institution with predictions of the grades the student is expected to attain at IB Diploma level.

Predicted grades at BISI will be honest and based on informed professional opinion. Anything else would be dishonest and in the long term disadvantageous to the student body as well as the academic reputation of the school.

Predicted grades for UCAS and for institutions around the world play a crucial role for universities in their decision-making process. Universities will not usually make offers to students who are likely to fall below the normal minimum entrance grade requirements unless other parts of the application are exceptional.

Timing

The timetable for university applications can be both an emotional and stressful time for all those involved in the process including students, parents, teachers and the University and Careers Counsellor. However, it is the responsibility of BISI to ensure that any prediction made is realistic and in the best interests of the student. Overly optimistic predictions have shown to have a significant negative impact both on the student's progression and destination after leaving BISI.

Applications to UK Universities through the UCAS system are accompanied by predicted grades. The grades are submitted along with the application by the stated deadlines:

2 October for Conservatoires.

15 October for Oxford and Cambridge and certain other universities for courses in Medicine, Dentistry, and Veterinary science.

15 January for most other universities.

We endeavour not to delay applications until January as we believe it is in the students' interest to submit them to UCAS during the autumn term.

With the exception of students who are applying for a course with a 15 October deadline who require their predicted grades earlier, students will be provided with their predicted grades during the second half of the autumn term in Year 13.

How are predicted grades decided?

Each subject teacher decides on the predicted grade for each student. Subject teachers may take a combination of the following factors into account in their decision making process though some of the below may not be relevant to all students. No other factors should be taken into account.

- Grades received in the end of year exams in Year 12. This will form at least 80% of the predicted grade. This examination will consist of past paper questions covering all topics studied to date. It is possible that if a student does not receive a good grade in the Year 12 end of year examinations, they may complete a retake in the first week of Year 13 to improve the grade. The retake must be requested before the end of Year 12.
- Topic tests that have been covered in the period up to when predicted grades are calculated.
- Homework produced in both Year 12 and the first term of Year 13.
- Practical work covered.
- Oral tests completed.

Each subject teacher will submit the predicted grades to the Key Stage 5 Coordinator and the University and Careers Counsellor at the appropriate times and it must be based on at least five pieces of the student's work with significant focus on the End of Year 12 examinations. Assessment and exam transcripts must be saved and documented in case they are needed for review should predicted grades be in dispute.

Students will be notified of their predicted grades at the appropriate time and if they dispute any grade they may appeal to the Key Stage 5 Coordinator or the University and Careers Counsellor

Appeals

Students or parents may appeal a predicted grade if they feel that there are grounds to do so.

In such cases, students need to provide a Letter of Appeal which must be given to the Key Stage 5 Coordinator within seven days of the student being given their predicted grades. The Letter of Appeal Template can be found at Appendix 1

Upon receiving a Letter of Appeal, the Key Stage 5 Coordinator will convene a meeting with:

- The teacher concerned
- The Director and Deputy Director of Secondary
- The University and Careers Counsellor
- The student and their parents

A decision will be made and the student and their parents informed. The BISI Complaints Policy outlines the process of appealing decisions made in school to the Board of Governors.

In the exceptional case that a student's performance improves significantly during the period following the submission of an application to UCAS a further appeal may be made. If a change in the predicted grade is warranted, the University and Careers Counsellor will contact the student's chosen course providers to communicate this change.

Inflated predicted grades

Inflated predicted grades lead to students having unrealistic expectations. Objective, realistic predicted grades encourage students to select more appropriate universities and courses giving students a greater chance of securing a university place. Students who fail to meet unrealistic predicted grades (and so fail to successfully achieve the grades necessary for conditional offers) may find themselves without a university place when results are published and are likely to have to go through the clearing system (or equivalent)

Appendix 1

Letter of Appeal

Student's Name _____

Appealing the predicted grade in _____(subject)

Teacher _____

Grounds for Appeal (please state below your reasons for making this appeal, please note that this should not refer to your chosen university or future course but should be factual based upon your performance in the subject you are appealing)

Signed _____ (Student)

_____ (Parents)