



H-FARM INTERNATIONAL SCHOOL

Admission Policy

2026-2027 Academic Year

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1. School Mission Statement

At H-FARM International School Vicenza, we are committed to empowering students to become successful lifelong learners in today's diverse global society. In a warm, stimulating learning environment, we support the potential of every child to become knowledgeable, proactive, and curious students and internationally-minded citizens.

2. Purpose of the document

The International Baccalaureate (IB) Programmes provide a challenging, internationally focused, broad and balanced educational experience across the Primary Years (PYP), Middle Years (MYP) and Diploma Programmes (DP).

H-FARM International School (H-IS Vicenza) has an admissions policy designed to:

- Define and explain the admissions policy to prospective families as well as the wider school community;
- Outline the H-IS Vicenza admissions process to both internal and external applicants.
- Make cohesive links with H-IS Vicenza Language and SEN policies;
- Outline who is involved in the admissions process.

3. Admissions Committee

H-IS Vicenza accepts children without discrimination of gender, race, religion, sexual orientation, or nationality. The final decision on acceptance and placement is taken by the Admissions Committee based on the following:

- The potential of the applicant to benefit from the educational services available
- The capacity of the school to meet the educational needs of the applicant

The Admissions Committee comprises:

- Programme Coordinator
- Head of Programme
- Admissions Manager

Relevant subject teachers will also be consulted regarding the results of the entrance exams in the case of any doubt over the suitability of an applicant.

All cases will be examined on an individual basis. H-IS Vicenza reserves the right to accept or reject any application at its discretion.

4. Application procedure for external students

1) Get to know the School

H-IS Vicenza, organises Open Days three times a year, generally in November, December, and January. Exact dates can be found on the school's website.

Interested students can also make an appointment to visit the school and speak with the Admissions manager and relevant Programme Coordinator anytime during the school year.

Admission during the school year is not ideal, but if it is absolutely necessary, every effort will be made to welcome and support late entrants, evaluating each case individually. Direct admission to DP2 will not be considered unless the student is joining from another IB school and their subject choices align with those of the school.

2) Application & Admissions tests

Once a student has expressed firm interest in joining the school, they will be invited for a trial day, which consists of 3 elements: taking part in regular lessons, admissions tests (where applicable), and finally an interview with the relevant Programme Coordinator and/or Head of Programme.

High School candidates (MYP4,5 and DP1) are required to write a Maths and English test to assess minimum entry requirements. Students will not be asked to sit the English test if they are able to produce an externally administered English language proficiency certificate equivalent to the Central European Framework of Reference (CEFR) level C1 or above:

- 1. IELTS with a grade of 7 or higher
- 2. TOEFL with a grade of 94/120 or higher

The final part of the trial day will be an interview with the relevant Programme Coordinator. This conversation is designed to understand if an applicant would be a good fit for the school, and students' backgrounds and motivations will be further assessed.

3) Acceptance and Enrollment

Applications are assessed by the Admissions Committee before the final acceptance decision is made.

The decision of acceptance will be conveyed to the applicants within ten working days from the interview.

Successful applicants will receive an Admission email containing links to the online enrollment form.

Admitted students must inform the Admissions Office of their acceptance of the admission offer within 10 days.

To complete their enrolment, prospective families will need to:

- complete the enrolment form in all its parts and submit it signed,
- Pay the enrolment fee and submit confirmation of the bank transfer

An offer of a place at H-IS Vicenza can only be confirmed once the school has received all the documentation requested on the online enrollment site.

5. Admissions pathways

Admission into Early Years

Admission into the Early Years section is open to children who meet the appropriate age requirements. Parents are required to complete the admission form and submit all necessary documentation. If the child has previously attended a school or nursery, a presentation/recommendation letter from the former institution must be provided as part of the application process.

Admission from Early Years into PYP 1

Students enrolled in H-IS Vicenza who have successfully met the learning goals of the Reception class are eligible for admission into PYP 1. External applicants are required to demonstrate a minimum proficiency of A1 in both English and Italian, and must provide a report from their previous school as part of the application process. Students who do not meet the language requirements may still be admitted; however, they will be enrolled in the Language Support Programme to ensure a smooth transition into PYP 1.

Admission from other schools into PYP 1-5

External applicants are required to demonstrate a minimum proficiency of A1 in both English and Italian, and must provide a report from their previous school as part of the application process. Students who do not meet the language requirements may still be admitted; however, they will be enrolled in the Language Support Programme to ensure a smooth transition into the Programme.

Admission from the IB PYP into MYP1

Students completing the PYP at H-IS Vicenza, or another IB World School, will be considered as automatically meeting the academic criteria as long as they meet the other criteria contained within this document.

Admission from other schools into MYP1, 2, or 3

Students may be asked to undertake entrance tests in English and Mathematics.

Students not fulfilling all entry requirements may be offered entry to the MYP if any remedial actions recommended at the time the offer of a place is made are actioned, which would ensure the student is able to access the education available. This will be after careful consideration of discussions between the student, parents/guardians, Head of School, MYP Coordinator, and other stakeholders involved.

Admission into MYP4 & 5

Admission from MYP

For H-IS Vicenza students moving up from MYP3 or arriving at H-IS Vicenza from another IB World School, entry requirements are the same.:

- A successful MYP grade at the end of the previous year - minimum total of 28 points across the 8 subject groups, the minimum grade in any subject cannot be less than 3
- If joining MYP5, satisfactory progress on the Personal Project (PP) as per the timeline in the school PP Student Guide.
- Meeting year-appropriate Service as Action expectations
- A good record of academic honesty, behavior, attendance, and punctuality as evidenced by school reports and references

Admission from the UK system

For students completing their education in a school following the UK curriculum

- successful completion of Key Stage 3
- students may need to undertake entrance tests in English and Mathematics
- a good record of academic honesty, behavior, attendance, and punctuality as evidenced by school reports and references

Admission from the Italian System

For students carrying out their education in an Italian school, the requirements are as follows

- Have successfully completed the *Esame di Stato conclusivo del primo ciclo* (Esame di terza media), which is taken at the age of 14
- Undertaking of entrance tests in English and Mathematics.
- Applicants are not required to take the English entrance test if they meet the

requirements outlined in the “*Application for External Students*” section of this policy.

- a good record of academic honesty, behavior, attendance, and punctuality as evidenced by school reports and references

All entrance tests will be written, marked, and moderated by staff at H-IS Vicenza. The language used in the tests will be at the CEFR B1 / B2 level. The Mathematics test will be offered with both English and Italian versions available.

Admission into Diploma Programme

The DP is designed for students who have successfully completed their middle years of secondary schooling or equivalent. Various indicators of this success exist as possible pathways for entry to the DP at H-ISI Vicenza.

Diploma Programme Admissions Requirements for MYP students

For students completing the MYP at either H-IS Vicenza or any other IB authorised MYP school, DP entry requirements are as follows:

- Successful completion of the Middle Years Programme;
- A minimum of grade 5 in each subject students intend to study at Higher Level, with the exception of HL Mathematics where students will require a 6 or above;
- A minimum of grade of 4 in each subject they intend to study at Standard Level;
- Completion of the Personal Project with a grade of 3 or higher;
- Meeting of Service as Action requirements.

Diploma Programme Admissions Requirements for External Students

H-IS Vicenza recognises the plethora of diverse educational systems students may arrive from and this policy lays out admissions requirements for some of the most common systems based on recent student enrollments.

Admission from the IGCSE or (GCSE)

Requirements for students completing their education in a school where IGCSE or GCSE exams are taken are as follows

- A grade of A*-C (9-5) in at least 7 I/GCSE examinations, 2 of which must be English Language & Mathematics
- A minimum of Grade B (6) in each subject they intend to study at Higher Level, with the exception of HL Mathematics where students will require an A (7) or above.
- A minimum of Grade C (5) in each subject they intend to study at Standard Level.

Admission from the Italian System

For students carrying out their education in an Italian school, the requirements are as follows

- Have successfully completed the *Esame di Stato conclusivo del primo ciclo* (Esame di terza media) which is taken at the age of 14,
- To have successfully completed the first three years of upper secondary school.

- A minimum of Grade 7 in the most recent school report for each subject they intend to study at Higher Level, with the exception of HL Physics or HL Mathematics where students will require an 8 or above.
- A minimum of Grade 6 in each subject they intend to study at Standard Level.
- Undertaking of entrance tests in English & Mathematics.
- Applicants are not required to take the English entrance test if they meet the requirements outlined in the “*Application for External Students*” section of this policy.

Admission from other pathways

Students who apply for entry to the IB Diploma Programme, whose mother tongue is not English will be required to

- Submit results from an externally administered English language proficiency test equivalent to CEFR level C1 or above:
 - 1. IELTS with a grade of 7 or higher
 - 2. TOEFL with a grade of 95/120 or higher
- Where an external test has not been administered then an English entrance test will have to be taken
- All students have to undertake the entrance tests in Mathematics.

All entrance tests will be written, marked, and moderated by staff at H-IS Vicenza. The language used in the tests will be of the CEFR B2/C1 level.

Students not fulfilling all requirements of DP entry but who would be suitable candidates for the DP in the future may be offered deferred entry to the DP. This will be after careful consideration of discussions between the student, parents/guardians, Head of Programme, DP Coordinator and other stakeholders involved in making this decision. These students will join H-IS Vicenza in MYP5.

6. Special Educational Needs (SEN) & Inclusion

H-IS Vicenza can provide a limited level of support for students with certain educational needs. It is an admissions requirement that families inform the school of any previously identified SEN diagnosis or previous Individual Educational Plans (IEPs) in place for the student at the time of application. Students with diagnosed learning or behavioral issues will be evaluated following the school’s inclusion policy. H-IS Vicenza strives to serve the needs of all students and has a dedicated SEN department and coordinator. Access to the services offered, especially when an external specialist is required, will involve a fee calculated on an hourly basis depending on the level of support required.

In some cases, we regrettably may not be able to provide the level of extra specialist support required and may recommend a more appropriate school serving students with more dedicated facilities and trained staff.

7. Language

EY: There are no language requirements.

PYP: External applicants are required to demonstrate a minimum proficiency of A1 in both English and Italian. Students who do not meet the language requirements may still be admitted; however, they will be enrolled in the Language Support Programme at additional cost to the family.

MYP: The admission requirements for MYP students increases throughout the programme. For entry into MYP1 a minimum level of A2 is expected and for entry into MYP4 a high B1 Or low B2 is sufficient. In cases where students are unable to fulfill these requirements they will be enrolled into a language support programme at an additional cost to the family.

DP: Due to the challenging nature of the Diploma Programme it is essential that students joining the school at this stage have an appropriate level of English. Students must be capable of successfully navigating the English A: Language and Literature course at SL. The school currently has no plans to offer English B in the DP.

Some language support is available at DP and the school's Language policy contains more details on the type and frequency of support that can be provided.

Students who wish to study either Italian or Spanish B must also provide evidence of having attained the requisite level needed in order to be able to access the course according to the prior learning sections of the relevant subject guides. Italian Ab Initio is available to students who enter the school in the DP with no/limited previous experience of the language.

For students wishing to study a new language at Ab. Initio level, the school allows the use of Pamoja at an additional cost to parents, and will assign a supervisor to follow the individual student.

8. Motives for Denying Admission

Admission is at the discretion of the school and may be denied for any reason, such as the impossibility of finding a place due to full enrolment or an evaluation that H-IS Vicenza cannot cater to the student's individual learning or behavioral needs.

In general, admission will also be automatically denied if the student has been expelled from their previous school.

9. Review Cycle & Policy Updates

This Admission Policy is reviewed **annually by the end of August** by a committee that includes the Head of School, the Leadership team, the IB Coordinators, teachers, as well as feedback from Class Parents Representatives provided during the last Meeting of the School Year and Students Council.

10. References

International Baccalaureate. (2020). Programme standards and practices. International Baccalaureate Organization.

Compare TOEFL Scores

<https://www.ets.org/toefl/institutions/ibt/compare-scores.html>

MYP Grading and Awards

<https://ibo.org/programmes/middle-years-programme/assessment-and-exams/grading-and-awards/>