

**IB Programme Application  
2008-09 School Year**



# Gar-Field High School

International Baccalaureate World School

We aim to develop internationally minded  
people who are striving to become:

Inquirers	Knowledgeable
Risk-Takers	Critical thinkers
Caring	Open-minded
Reflective	Well-balanced
Principled	Communicators

**[www.IBatGF.com](http://www.IBatGF.com)**

**APPLICATION DEADLINE FEBRUARY 15, 2008**

**Applications Must Be Postmarked No Later Than February 15, 2008**

Dr. Steven Walts – Superintendent of Schools

Dr. Brenda Aiken - Principal

Brian Bassett – Administrative Coordinator of IB ([bassetbm@pwcs.edu](mailto:bassetbm@pwcs.edu))

Della Gordon – IB Middle Years Coordinator ([gordondk@pwcs.edu](mailto:gordondk@pwcs.edu))

**Gar-Field High School**

14000 Smoketown Road  
Woodbridge, Va. 22192  
(703) 730.7000

(703) 730.7129 (fax)



*The Prince William County Public Schools does not discriminate in employment or in its educational program and activities against qualified individuals with disabilities, not on the basis of age, gender, race, color, religion, or national origin.*

## Application Checklist

**PLEASE READ ALL INFORMATION CAREFULLY BEFORE SUBMITTING YOUR APPLICATION.**

Students that live in Prince William County must apply by February 15 of the year prior to entering the program. This due date also applies to students who live in Prince William County but have not attended Prince William County Public Schools, i.e. students of private schools and home-schooled students. Students who move into Prince William County may apply to the program within 60 days of registering to attend Prince William County Schools.

### Application Checklist for the IB Programme at Gar-Field Senior High School

#### Check off the following forms when completed

- Complete the two-page application form and make sure the student and parent both sign and date the enrollment contract.
- Read the VHSL eligibility regulation and make sure that the student and parent/guardian both sign and date the form.
- Provide a copy of the student's first semester (or most recent) report card.
- Access, read, understand and accept the General Regulations and note and understand the rules on copyright related to students' materials submitted to the IBO as provided under Article 3 of the General Regulations as indicated by parent/guardian signature on the form.
- Read the IB Honor Code Contract and make sure the student and parent both sign and date the form.
- If Gar-Field High School is NOT the base school for the student, complete the top half of a transfer request form (Not included in this packet, available at any PWC school). DO NOT take the Transfer Request Form to the base high school for the principal's signature. Gar-Field will forward the form once student has been accepted into the IB Programme. (Once accepted into the program, TRANSFER FORM MUST BE SUBMITTED EACH YEAR).*
- If Gar-Field High School is NOT the base school for the student, complete the Express Bus Form information. The listed bus stops are tentative. Please choose the most convenient bus stop for your student, even if you do not plan on using PWCS transportation.*
- Review the PWCS Specialty School Transfer Regulation ([www.pwcs.edu](http://www.pwcs.edu))
- Mail or deliver the application form, honor code contract, VHSL eligibility form, copy of the report card, and Transfer Request and Bus Forms (when applicable) to:

**IB Coordinator  
Gar-Field High School  
14000 Smoketown Road  
Woodbridge, VA 22192**

**All portions of the application must arrive at Gar-Field High School on or be postmarked by  
February 15**

An incomplete application packet may prevent a student from being considered for participation in the IB Programme.

Student (print) Last \_\_\_\_\_ First \_\_\_\_\_

Date Received: \_\_\_\_\_

**The International Baccalaureate Programme At Gar-Field High School  
Application of Intent**

**This completed application MUST be returned by February 15:**

***Student's Name***

Last	First	Middle	M	F
------	-------	--------	---	---

***Address***

Number/Street	Apt. No.
---------------	----------

City	State	Zip Code
------	-------	----------

***Home Telephone      Date of Birth      Student ID #      Email address***

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***Parent Info***

<i>Mother</i> Last	First	Work Telephone
<i>Father</i> Last	First	Work Telephone

***School presently attending***

***Counselor's Name***

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***Base High School***

***Grade Level 2007-08***

--	--

***Honors/Recognitions***

--

***Service and Extracurricular Activities***

--

Student (print) Last \_\_\_\_\_ First \_\_\_\_\_

### Anticipated Areas of Study

List **all Prince William County** specialty programs to which you have applied (**including this one**) in order of preference. Put #1 by your first choice, #2 by your second choice, etc. If you meet the qualifications for your first choice, you will be accepted into that program only. If you are not accepted into your first choice, you will be considered for your second choice, etc. **If applying to more than one program, the order of preference needs to be the same on each application.** You will receive only **one** letter of acceptance to a specialty program, which will be mailed in March.

- \_\_\_\_\_ **IB Programme**—Gar-Field High School                      \_\_\_\_\_ **Biotechnology Center**—Osborn Park HS  
\_\_\_\_\_ **Cambridge Programme**—Potomac High School                      \_\_\_\_\_ **CISL Program**—C.D. Hylton High School  
\_\_\_\_\_ **Center for Environmental Science**—Freedom High School                      \_\_\_\_\_ **IT Program**—Forest Park High School  
\_\_\_\_\_ **Center for the Fine and Performing Arts**—Woodbridge Sr. High School

### IB Diploma Programme (for students entering grades 11 and 12 ONLY).

Check the box for the option you would like to pursue. Select only one option.

- IB Diploma Path:** A pre-university course of study that leads to exams, designed for highly motivated secondary school students. This program is a comprehensive two-year international curriculum for junior and senior year. MYP courses begin during the freshman and sophomore years. During the 11<sup>th</sup> and 12<sup>th</sup> grade years, diploma candidates must select one subject from each of six groups. At least three classes (optional 4) are taken at higher level (HL), the others at standard level (SL). HL courses represent a minimum of 240 teaching hours; SL courses cover 150 hours. Diploma students must also complete the Extended Essay and 150 hours of CAS.
- IB Certificate Path:** Classes taken in single subjects culminating in an exam in May of the junior or senior year.

### IB Middle Years Programme (for students entering grades 9 and 10 ONLY).

IB MYP courses are strongly recommended to potential IB Diploma and Certificate candidates to ensure that they enter the 11<sup>th</sup> and 12<sup>th</sup> grade IB courses with an adequate foundation of knowledge and skills to complete the academic requirements of the full diploma program. Students can enroll in MYP classes without participation in the whole MYP experience.

Check the box for the option you would like to pursue. Select only one option.

- MYP Certificate Program:** For students entering or continuing the IB program begun in middle school or entering the two year program at Gar-Field High School. Students must enroll in a full program of study, document 40 hours of community service in 9<sup>th</sup> and 10<sup>th</sup> grade, and successfully complete the Personal Project, an independent piece of work that is the culmination of the student's sustained involvement in the programme, in 10<sup>th</sup> grade. Students must successfully meet all requirements to earn the MYP Certificate.
- Non-Certificate Program:** For students wishing to take selected MYP classes to better prepare for Diploma level classes in 11<sup>th</sup> and 12<sup>th</sup> grade. Please identify the subject group(s) in which you would be interested in studying:
- |                                      |   |  |                              |                                  |
|--------------------------------------|---|--|------------------------------|----------------------------------|
| <input type="checkbox"/> English     | <input type="checkbox"/> Foreign Language | <input type="checkbox"/> History                       | <input type="checkbox"/> Art | <input type="checkbox"/> Biology |
| <input type="checkbox"/> Mathematics | <input type="checkbox"/> Music            | <input type="checkbox"/> Physical Education and Health |                              |                                  |

**Please forward a copy of the student's most recent report card as part of the application process.**

**If applicable, please complete the top portion of a Student Transfer Request Form and submit with this application.**

**You should receive only ONE letter of acceptance to a Specialty School Program.**

**Virginia High School League Eligibility**  
**Athletic Eligibility for Students Who Transfer to Specialty Programs**

Rising 9<sup>th</sup> graders who transfer to a school to participate in a specialty program will be eligible for VHSL sponsored activities for athletic/activity participation. The transfer must occur at the beginning of the program. The student must meet full participation requirements of the program to retain eligibility. **Rising tenth and eleventh grade students who transfer to any specialty program who wish to participate in VHSL activities MUST submit a written request for eligibility with their application.**

If a student withdraws or is dismissed by the program director from the specialty program, once the withdrawal procedure is completed, then the student must return to his/her base school.

If a student withdraws from the specialty program prior to October 15, the student will be ineligible for participation in VHSL sponsored activities for the remainder of the first semester, but eligible for participation in the second semester. If a student withdraws from the specialty program after October 15 but before the end of the first semester, the student will be ineligible for participation for the remainder of the school year. Eligibility will be restored at the base school at the beginning of the fall season of the next school year.

If the student withdraws during the second semester of a school year, the student will be ineligible for the next fall semester. If a student withdraws from the specialty program after one school year, the student will return to his or her base school and will be ineligible for one year.

**WE HAVE READ AND UNDERSTAND THE ABOVE REGULATION**

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**General Regulations**

When students enroll in the IB Diploma Programme or enter the MYP, IB schools have a duty to supply all legal guardians with the General Regulations governing the Programme.

Please access the [General Regulations: Diploma Programme](http://www.IBO.org) at: [www.IBO.org](http://www.IBO.org)

Please access the [General Regulations: Middle Years Programme](http://www.IBO.org) at: [www.IBO.org](http://www.IBO.org)

Please note that the Prince William County Public Schools chooses not to participate in the option of awarding the IB validated MYP certificates and MYP records of achievement through the external moderation of grades. Therefore, many of the articles in the *General Regulations: Middle Years Programme* DO NOT APPLY to the Gar-Field High School IB MYP.

I acknowledge that I have received, read, understood and accepted the General Regulations and have noted and understood the rules on copyright related to students' materials submitted to the IB as provided under Article 3 of the General Regulations.

Parent/guardian Signature \_\_\_\_\_ Date \_\_\_\_\_



## International Baccalaureate Programme Gar-Field High School



### Enrollment Contract

The International Baccalaureate Programme offers an accelerated learning experience that develops intellectual skills and emphasizes academic achievement through a rigorous course of study. The International Baccalaureate curriculum is designed to stimulate the intelligence of young people and teach them to relate to the realities of a global society.

1. Academic expectations and grading standards are high; homework and independent study are mainstays for success in IB Diploma Programme and IB MYP courses. Assessments will make up a large percentage of the student's quarterly grade.
2. IB students must be self-motivated and possess or acquire good time management and organizational skills.
3. Students must successfully complete all prerequisites before enrolling in any MYP or IB course.
4. Students must maintain a "C" average in each course to be considered for enrollment in the next MYP or IB course.
5. Students are expected to maintain a satisfactory grade or better in both conduct and work habits.
6. Students are expected to maintain personal integrity by following the expectations of the GFHS IB Honor Code.
7. Transfer Request Forms and Bus Forms must be re-submitted each year at the proper deadlines.
8. Parental involvement and support are crucial to a student's success in the IB Programme.
9. Students and parents have read and understand the VHSL policy as it pertains to transfer students.
10. Parents must acknowledge that they have received, read, understood and accepted the General Regulations and have noted and understood the rules on copyright related to students' materials submitted to the IB as provided under Article 3 of the General Regulations.
11. Students with special assessment needs will have to provide medical documentation so the IB coordinator can evaluate whether suitable arrangements, for both teaching and assessment, can be made for the student. (IBO Guide – Candidates with special assessment needs © 2004)

**Parent/Student Commitment: We have read the above information and understand that enrollment in this program constitutes our commitment to these principles.**

I, the undersigned, understand the requirements and expectations of the IB Programme. I request that all data in support of my child's application to the International Baccalaureate Programme be sent to the IB Coordinator at Gar-Field High School.

\_\_\_\_\_/\_\_\_\_\_  
Parent/Guardian Date

\_\_\_\_\_/\_\_\_\_\_  
Student Date



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## **Parent and Student Copy**

**Please keep this copy for your records**



## **El Programa de Diploma de Bachillerato Internacional El colegio de Gar-Field**



### **Contrato de Matriculación**

El programa de Bachillerato Internacional ofrece una experiencia de educación acelerada que desarrolla las habilidades intelectuales y pone énfasis en la realización académica mediante un riguroso curso de estudio. El currículo del Bachillerato Internacional está designado para estimular la inteligencia de los jóvenes y para enseñarles como relacionar con las realidades de una sociedad global.

- Las expectativas académicas y los criterios de nivelación son altos; la tarea y el estudio independiente son un soporte principal para el éxito en los cursos de BI MYP y BI.
- Los candidatos de diploma de BI tienen que ser auto motivados y poseer o adquirir Buenos costumbres de manejo de tiempo y habilidades de organización.
- Los candidatos de diploma de BI tienen que escribir una composición de investigación independiente de por lo menos 4000 palabras durante sus últimos dos años de colegio.
- Pericia en in idioma extranjero es un requisito para el programa de BI.
- Todos los candidatos de diploma están obligados a hacer exámenes rigurosos en cada uno de los seis grupos de estudio antes de terminar el último año de colegio. Los candidatos tienen que conseguir un 4 (basado en un escala de 1 a 7) o mejor para ser exitoso.
- Los alumnos tienen que completar con buen éxito todos los requisitos previos antes de registrarse para cualquier curso de BI MYP o BI.
- El programa de BI pone énfasis en la participación en organizaciones escolares y comunitarias. Los alumnos de diploma de BI están obligados a participar en 150 horas en las áreas de creatividad, acción y servicio durante los dos últimos años de colegio.
- Los alumnos tienen que mantener un promedio de <<C>> en cada uno de los cursos que serán considerados para el registro para el próximo curso de MYP o BI.
- Se espera de los alumnos que mantengan una nota Satisfactoria o mejor en conducta y costumbres laborales.
- Se espera de los alumnos que mantengan una nota Satisfactoria o mejor en conducta y costumbres laborales.

## **Copia de Pariente y Alumno**

**Por favor mantenga esta copia para sus archivos**



## The International Baccalaureate

# HONOR CODE



The primary purpose of this agreement is to promote scholarship and create a safe learning environment. It is assumed that Gar-Field students are honorable people. Students are here to learn; cheating makes learning impossible. This contract is an agreement by which teachers grant privileges and opportunities of citizenship, and each person within the community accepts two fundamental responsibilities:

1. To maintain personal integrity by internalizing and living the Code;
2. To maintain the integrity of the community by helping others live by the Code.

The successful functioning of the Honor Code depends on mutual confidence and trust among students, teachers, and administrative staff. Unless each is assured that the other will uphold the contract, the Code will fail and the learning environment will be diminished. The significance of this matter should not be underestimated. The certification a person receives from completing a course or requirements for a diploma is without value if the person obtained it dishonestly.

The International Baccalaureate offers a quality education that not only ensures knowledge, but also cultivates the virtues of honor, courtesy, and perseverance. Of these virtues, honor is of great importance, for it is personal integrity that will influence and finally determine many of our actions and beliefs. To help the development of such values, the IB Honor Code has been established to help uphold the tradition of excellence for which Gar-Field High School is known and respected. We devised the Honor Code in order to clarify expectations for students who find themselves in an unfortunate circumstance, but especially to preserve the integrity of our IB program and what it represents.

The IB Program is rigorous, and while group study is both accepted and encouraged in many circumstances, ethical conduct is expected at all times. IB students shall be honor-bound to refrain from cheating of every kind, including, but not limited to, the following: copying, exchanging old tests or papers, looking at someone's answers, giving or receiving answers, using cheat or "crib" sheets, plagiarizing, downloading papers from the Internet, or any other criteria deemed as cheating by a specific instructor.

Any individual violation of the Honor Code compromises every member of the community. Therefore, the entire community has a deep-rooted investment in the honesty of every person at GFHS. Students are duty-bound to take action to stop any violation of the Honor Code. Action may include speaking directly to the offender and/or speaking privately to a teacher or the IB coordinator. Inaction implies that the student-witness condones inappropriate behavior. Living in a manner that is consistent with this code will produce an atmosphere of trust, freedom, and integrity that distinguishes Gar-Field High School and its IB program from other schools.

***To learn more about the Gar-Field High School International Baccalaureate Program Honor Code, please visit our website at [www.IBaiGF.com](http://www.IBaiGF.com).***

**Student (print) Last** \_\_\_\_\_ **First** \_\_\_\_\_

I do hereby resolve to uphold the Honor Code of the International Baccalaureate at Gar-Field High School. IB is a community that operates with high standards by which all its students should live. I shall refrain from all forms of academic dishonesty. As a member of the IB community, I am expected to report any knowledge I may have about a student who has violated the Honor Code. Without maintaining a high standard of honesty and conduct, the reputation of the school, of IB, and of me are compromised.

Violation of the Honor Code will be handled as follows:

- |             |   |
|-------------|---|
| 1st offense | Discipline referral and PWCS code of behavior guidelines<br>IB Coordinator notification and written reprimand<br>Parent contact                 |
| 2nd offense | Discipline referral and PWCS code of behavior guidelines<br>IB Coordinator notification<br>Recommendation for dismissal from the MYP/IB program |

All violations that occur during an IB External Exam or outgoing Internal Assessments and Extended Essays, will follow the guidelines set forth by the International Baccalaureate Organization in: Academic Dishonesty: Guidance for Schools, September © 2003.

**By signing below, I agree to the Honor Code as stated.**

**Dated:** \_\_\_\_\_

\_\_\_\_\_  
**Student Signature**

\_\_\_\_\_  
**Parent Signature**

### **The Honor Pledge Statement**

At the option of the teacher, work assigned for classes may be accomplished in either of two ways: (1) as "Pledged" work, for which the student will sign a pledge statement indicating that the work was accomplished independently, without giving or receiving assistance from another; or (2) as "Unpledged" work, which may be completed in collaboration with others as directed by the instructor and for which no pledge statement is required. **ALL WORK IS CONSIDERED TO BE PLEDGED WORK UNLESS THE INSTRUCTOR SPECIFIES OTHERWISE.**

For all "Pledged" work, the instructor shall encourage all students to sign the official Honor Pledge of the IB Honor System. However, neither the presence nor the absence of a signed pledge statement shall prevent a student from being held to the IB Honor System.

The IB Honor Pledge is

*"I have neither given nor received help on this assignment, nor am I aware of any infraction of the IB honor code."*

The following shortened version of the Honor Pledge is also acceptable and carries the same meaning as the full Honor Pledge:

*"Honor Pledge" or "Pledged"*

**Students participating in the IB Program at GFHS will be required to take the On-Line Honor Code quiz upon entering GFHS. You can find the IB Honor Code Website at [www.IBatGF.com](http://www.IBatGF.com).**