

IB Application of Interest Process

1- Investigation

Gather as much information as possible about the International Baccalaureate Program and the International Baccalaureate Organization.

Participate in Magnet Open House Opportunities offered by WCPS and North Hagerstown High School. Dates and times of the Open Houses are posted on the North Hagerstown High School website, <http://wcpsmd.com/schools/high-schools/north-hagerstown-high>.

2 - Pre-Application

Review the *Application of Interest* prior to completing the form.

Visit the North Hagerstown High School website and review the *IB Learner Profile*.

3 - Application

Apply to the North Hagerstown High School International Baccalaureate Program by completing the *Application of Interest* survey, <http://goo.gl/forms/NLXaaM6Gxx>. The application deadline is provided on the *Application of Interest*.

4 - Teacher Recommendations

The *Application of Interest* asks applicants to provide the names, subjects and email addresses of three of their **current** teachers. The IB Coordinator recommends that applicants select three teachers from their core academic areas of English, math, science, social studies and world language. The IB Coordinator at North Hagerstown High School will contact the identified teachers via email. The IB Coordinator may request recommendations from teachers who are not listed.

Teachers will provide recommendations by completing a survey provided by the IB Coordinator. Applicants are not to request letters of recommendation from their teachers.

5 - Data Collection

North Hagerstown High School will collect grades, standardized test scores, Lexile scores, as well as attendance and discipline data from Washington County Public Schools. These data points will be used to determine an applicant's readiness for the academic rigor of the IB program.

6 - Interview

Applicants must participate in an interview with the North Hagerstown High School International Baccalaureate Team. When completing the *Application of Interest*, applicants must select an appointment time to be interviewed by the IB team.

Applicants may expect the interview to last 15 minutes. Applicants will be interviewed by an IB Team member for five minutes then rotate to another team member. Following one final rotation the interview is complete.

Interviews will take place in the last week of January. Interview times are 4:00, 4:20, 4:40, 5:00, 5:20, or 5:40.

7 - Recommendation

Prior to March 1, the IB Coordinator will contact applicants via email with the IB Team's recommendation. Students recommended for the IB Program will be provided with a *Course Selection* survey link to select courses for the freshman year.

The *Course Selection* survey will also ask students to make an appointment to attend a Four-Year Planning meeting. During the Four-Year Planning meeting, students and parents are familiarized with the uniqueness of the North High master schedule then create a Four-Year Plan that demonstrates how student can meet the graduation requires required by the State of Maryland **and** the requirements for an International Baccalaureate diploma.

Out-of-District students recommended for the IB Program will be required to complete and submit an IB Magnet Attendance Agreement.

8 - Scheduling

Using the selections from the *Course Selection* survey, a preliminary schedule will be created for students recommended for the IB program.

Following the Four-Year Planning meetings, each preliminary schedule will be checked against the Four-Year Plan and corrections will be made.

Student schedules are usually available in August. Students must immediately contact the IB Coordinator via email if a scheduling issue is identified. The IB coordinator will make all scheduling corrections for IB students.

9 - Enrollment

Students recommended for the IB Program, who do not live in the North Hagerstown High School attendance district, must officially enroll into North Hagerstown High School by contacting the North High guidance staff to complete the enrollment process. The

enrollment process concludes with an enrollment meeting with the guidance counselor.
Parents must contact the Guidance Center after July 4 to arrange an enrollment meeting.