

**ADMISSION POLICY
TO ŠIAULIAI DIDŽDVARIS GYMNASIUM
THE INTERNATIONAL BACALAUREATE MIDDLE YEARS PROGRAMME**

GENERAL PROVISIONS

1. Admission to the Šiauliai Didždvaris Gymnasium (hereinafter referred to as the Gymnasium) International Baccalaureate Middle Years Programme (hereinafter referred to as the IB MYP) is organised in accordance with the decision of the Šiauliai City Municipality Council No. T-545 of 19 December 2024 and this Admission policy to IB MYP I grade of Šiauliai Didždvaris Gymnasium (hereinafter referred to as the Policy).

2. The students living in the territory of Šiauliai City Municipality are admitted to the I grade of IB MYP according to the procedure of competition. The students registered in other municipalities, who are studying in the city's Lower secondary education schools in the current year, and students living and studying in schools of other municipalities, can be admitted only if there are vacant places

3. The admission is organized by the gymnasium Admission committee. All meetings of the Admission committee are recorded, documents are stored in accordance with the procedure established by legal acts.

4. Supervision of the admission of students to the gymnasium is carried out by the Education Department of Šiauliai City Municipality. (hereinafter – Education Department)

5. Didždvaris Gymnasium introduces the Policy to students, parents (guardians) (hereinafter referred to as parents) by publishing it on the gymnasium's website www.didzdvaris.lt by February 1 of the current year.

ADMISSION TO STUDY AT THE GYMNASIUM CLASS I IB MYP

6. Applications for admission to the gymnasium are submitted through the e-system. The e-system link is published on the gymnasium's website and on the website of Šiauliai City Municipality www.siauliai.lt.

7. 8th grade students studying at the basic level of learning and wishing to study according to the IB MYP (hereinafter referred to as "candidates") may apply and participate in the key competence test.

8. The average scores of the candidate for each subject of instruction in the first semester / trimester of grade 8 must be at least 7 (seven). The arithmetic average of the following subjects is calculated: Lithuanian language and literature, Mathematics, the first foreign language, History, Geography, Physics, Biology, Chemistry, IT.

9. Between 1 and 10 March of the current year, the parents of the candidates shall submit the following via the e-system:

9.1. an application in the prescribed form,

9.2. a certificate approved by the candidate's school office on the evaluations of the subjects of the first semester/trimester of grade 8.

9.3. In grade 7 and in grade 8, before March 1 of the current year, copies of the diplomas of the city, district, state Olympiads, winners or winners of competitions (I-III places) were brought to the gymnasium on the day when the test will take place.

ORGANISATION OF THE KEY COMPETENCE TEST AND EVALUATION OF RESULTS

10. The key competence test (hereinafter referred to as 'the test') shall be carried out on the third Saturday of March.

11. The date, time and place of the test are published on the gymnasium's website.

12. The test takes place one day for 3 academic hours:

12.1. Lithuanian language test – 45 min;

12.2. English language test – 45 min;

12.3. Math test – 45 min.

13. Candidates must present an identity document, a consent signed by their parents to participate in the test and copies of the documents referred to in point 9.3 (if such information was provided when submitting the application via the e-system).

14. The candidates are prohibited from bringing mobile phones, other means of transmitting or receiving information into the room,

15. In case of detection of unauthorized or unfair behavior of the candidate and the use of assistance in the performance of tasks, the candidate is excluded from the test by the decision of the executor. A free-form act is drawn up.

16. The test, developed in accordance with the curriculum of the first part of the Lower Secondary Education curriculum, is created by the jury approved by the order of the Head.

17. The coded test is assessed by the jury approved by the order of the Head, which consists of the teachers of the relevant tested subject of the gymnasium. The test of each candidate is assessed by two assessors. If the opinions of the assessors on the assessment of the test diverges, the final decision is made by the chairman of the jury.

18. Information about what a candidate should prepare for is published on the gymnasium's website no later than one month before the date of the test.

19. If a candidate who has registered through the e-system is unable to participate in the test due to illness on the specified date, the candidate's parents must inform the admissions committee about the child's absence by e-mail rastine@didzdvaris.lt the day of the check-up before its start and provide an extract of the medical document justifying non-participation in the test. For these candidates, re-test shall be organized no later than on the fourth Saturday of March of the current year.

20. The competitive score (KB) is calculated by the formula: $KB = (V \cdot 0.3) + (L \cdot 0.25) + (M \cdot 0.25) + (A \cdot 0.2)$ (KB- the competitive score, V - the arithmetic average of the subjects taught, L - Lithuanian, M - Mathematics, A - English). The calculated score is rounded to the nearest decimal place.

21. Additional points are awarded to the winners of the city, district or state Olympiads for students of grades 7-8, competitions that are in the list of the city, district Olympiads in that school year, approved by the head of the Education Department of the respective municipality, state ones – the Minister of Education, Science and Sports of the Republic of Lithuania:

21.1. Prize places in Lithuanian language and literature, Mathematics, first Foreign language, second Foreign language, History, Geography, Physics, Biology, Chemistry are awarded from 0.1 to 0.3 points: I place – 0.3, II place – 0.2, III place – 0.1 points;

21.2. Prize places in arts and technology are awarded 0.1 points.

22. After obtaining an equal number of points, preference is given to a candidate with a higher assessment of the test tasks (the results of the work on the three subjects are summed up).

23. No later than 25 March of the current year, through the e-system, the candidate is informed about admission / non-admission to the gymnasium.

24. Within 2 working days after the submission of information about admission / non-admission to the gymnasium, the candidate and his parents may submit an appeal for the assessment of the results of the competition. The Board of Appeal (hereinafter referred to as the "Appeal Board")

for the evaluation of the results of the competition, established by the order of the Head, within 2 working days after the appeal is submitted, reviews the tasks performed and informs the student's parents about the decision made. The decision of the Board of Appeal shall be final.

25. Candidates who decide to study at another gymnasium before the date of signing the contracts inform the Admission committee by e-mail rastine@didzdvaris.lt. Candidates who participated but did not enter the gymnasium during the main competition are invited to the vacant place(s).

FINAL PROVISIONS

26. Personal data of candidates, which are necessary for the organization of admission, are stored in the gymnasium for a year.

27. Admission of students to the gymnasium is formalized by a contract, which is signed upon presentation of the necessary documents.

28. The contract, requests, certificates of learning achievements and other information related to the student's education are stored in the gymnasium.

29. The Description may be amended, suspended or repealed by order of the Head of the gymnasium by prior agreement with the Education Department

30. What is not regulated in the Description shall be decided as provided for in the legal acts of the Republic of Lithuania.

Reviewed: February 1, 2025