

GUIDELINES FOR COURSE CONFIRMATION AND CHANGE OF OPTIONS FOR CIE FOR YEAR 12 IN 2019

**COURSE AND OPTION CHANGES NEED TO BE COMPLETED BEFORE 6 DECEMBER 2018 OR ON 24 JANUARY 2019.
MR PEEK, MR MACKENZIE, MR GOODYER, MRS THOMPSON, MR PHILLIPS, MRS JONES AND
ALL THE HEADS OF FACULTY WILL BE IN KUPE ON 24 JANUARY 2019 TO CONSIDER COURSE AND OPTION CHANGES AFTER
THE CIE RESULTS.**

Instructions for accessing the CIE results will be available on the CIE website (www.cie.org.uk) and results will be available from mid-January.

All students must have their course confirmed.

A student's 2018 CIE results will place them in one of the five groups below:

- A. Approval to study a full AS Course
- B. Application to study 5 subjects
- C. Application to study at the AS Level
- D. Appointment to change to the NCEA
- E. Application to study at A Level

Students need to check which group (A, B, C, D, E) they fit into by looking at the criteria in the left hand column. The right hand column indicates the action students need to take, and the deadline that students must meet.

Please Note:

1. *It is recommended that if a student gains a D grade or less in a subject, they should not study that subject at a higher level.*
2. *A student cannot study a subject at a higher level if they have gained a D grade or less without senior management approval.*
3. *Any student who failed to attempt an external examination, except with good cause (e.g. illness, a medical certificate must be produced) may not advance in that subject.*
4. *Any student who left an external examination early without good cause may not advance in that subject regardless of their grade.*

YEAR 12 IN 2019

GROUP	CRITERIA	WHAT TO DO
A	<p><u>Approval to study a full AS Course</u> (Students with the following IGCSE results have approval to study a full AS Course)</p> <ul style="list-style-type: none"> ▪ Not less than 3 x C grades and 2 x B grades <u>Including</u> ▪ C grade or better in English Literature <u>or</u> 14 credits <u>or</u> more in English at NCEA Level 1 <u>or</u> Abridged English <u>or</u> 11ESL <u>Including</u> ▪ C grade or better in Mathematics <u>or</u> 14 credits or more in Mathematics at NCEA Level 1 <u>And</u> ▪ B grade or higher in Mathematics <u>if they wish</u> to study the 1 year AS Mathematics Course and a B grade or higher in the individual IGCSE Sciences (Biology, Chemistry, Physics) if they wish to study these at AS. 	<p><u>Approval to study a full AS Course</u> Those students who have approval must come in to the school in person on 24 January 2019 (9.00am to 12.00pm). Students are to bring a copy of their results.</p> <p>ESL students to see Mrs Mair</p> <p>International students to see Mr Goodyer</p>

<p>B</p>	<p><u>Application to study 5 Subjects in Year 12</u></p> <p><u>Pre-Approval:</u> (Those students who have had pre-approval to study 5 subjects in Year 12 must have obtained the following IGCSE or AS results to retain that pre-approval)</p> <ul style="list-style-type: none"> ▪ 5 x A (A*) grades <p><u>Other Students</u> (Any other student who wishes to be considered to study 5 subjects at Year 12 must have at least the following IGCSE or AS results)</p> <ul style="list-style-type: none"> ▪ 5 x A (A*) grades You will be asked the main reason why you wish to study 5 subjects 	<p><u>Application to study 5 Subjects in Year 12</u></p> <p>Those students who have had pre-approval OR wish to request an option change must come in to the school in person on 24 January 2019 (9.00am to 12.00pm) to see <u>Mrs Thompson</u>. Students are to bring a copy of their results.</p> <p>These students are to come in to the school in person on 24 January 2019 (9.00am to 12.00pm) to see <u>Mrs Thompson</u>. Students are to bring a copy of their results.</p>
<p>C</p>	<p><u>Application to study at the AS level</u> (Those students who have one <u>or</u> more of the following IGCSE results must apply to study at the AS level)</p> <ul style="list-style-type: none"> ▪ Less than 3 x C grades and 2 x B grades <u>Or</u> Any of the combinations below <u>Or</u> ▪ D grade or less in English Literature <u>or</u> less than 14 credits in English at NCEA Level 1 <u>or</u> Abridged English <u>or</u> 11ESL <u>Or</u> ▪ Less than a D grade in Mathematics or less than 14 credits in Mathematics at NCEA Level 1 <u>Or</u> ▪ Any student wishing to study an NCEA subject 	<p><u>Application to study at the AS level</u></p> <p>Those students who must apply are to come in to the school in person on 24 January 2019 (9.00am to 12.00pm) to see <u>Mrs Thompson</u>. Students are to bring a copy of their results.</p> <p>ESL students to see Mrs Mair</p> <p>International students to see Mr Goodyer</p>
<p>D</p>	<p><u>Appointment to Change to the NCEA</u> (Those students who have the following IGCSE results must make an appointment to discuss changing to the NCEA)</p> <ul style="list-style-type: none"> ▪ 4 x D grades or less in the best 4 subjects, (i.e. D, D, D, D, i.e. D, D, D, E i.e. D, D, E, E etc) ▪ All other students wishing to change to the NCEA 	<p><u>Appointment to Change to the NCEA</u></p> <p>Those students who need to have their course re-considered must come in to the school in person on 24 January 2019 (9.00am to 12.00pm) to see <u>the Careers Department</u>. Students are to bring a copy of their results.</p>

<p>E</p>	<p><u>Application to study one or more subjects at A Level</u></p> <p><u>Automatic Approval:</u> (Students with the following AS results have automatic approval to study at A Level)</p> <ul style="list-style-type: none"> ▪ C grade or higher in the chosen subject(s) <p><u>Other Students:</u> (Other students will be considered on application)</p> <p><i>Note: Generally students will not be permitted to study more than 1 x A Level unless they have achieved at least 120 points in their best 3 x AS subjects, with a minimum of a D grade in each.</i></p> <p><i>A = 60 points</i> <i>B = 50 points</i> <i>C = 40 points</i> <i>D = 30 points</i> <i>E = 20 points</i></p>	<p><u>Application to study one or more subjects at A Level</u></p> <p>Those students who have automatic approval but wish to request an option change must come in to the school in person on 24 January 2019 (9.00am to 12.00pm). Students are to bring a copy of their results.</p> <p>All other students must come into school in person on 24 January 2019 (9.00am to 12.00pm) to see <u>Mrs Thompson</u>. Students are to bring a copy of their results.</p>
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