

BODRUM PRIVATE MARMARA PRIMARY SCHOOL

INTERNATIONAL BACCALAUREATE PRIMARY YEARS PROGRAMME

ADMISSION POLICY

August 2022



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ADMISSION POLICY

In Bodrum Private Marmara Primary School, student admission procedures are conducted in accordance with learning and education needs of students and the right of education of all children. Learners from different language, ethnic or cultural background can register in our school. Learners registration and transfer procedures are carried out via ‘e-school’ in accordance with the Ministry of National Education Regulation on Primary Education Institutions. All learners have to have an interview with the school counselor as the report/feedback of the interview is taken into consideration for the registration. Learners with serious health problems that would prevent learning in class and school shall not be admitted.

REGISTRATION PROCESS

Kindergarten

Our kindergarden accepts children between 36 and 72 months. There are 3 groups; AGE 3, AGE 4 and AGE 5. The registration process starts with an interview with the principal. General school information is shared with the parents and they are invited to see the school facilities. The school counselor has an interview with the young learner in a play room and while playing a game and talking, the counselor gets information whether the learner is mature enough and ready to start kindergarten. If the young learner is mature enough the parents can register their child by completing a registration form and the fee is paid at the accounting service. After registration, the parents need to fill out the forms ‘Learner- Parent Information Form’ and ‘Learner Health Form’ (a form that the parents give information about any chronic disease, allergy etc.)

Primary

72 months learners are accepted in Grade 1. (67 months children can be accepted only if the parents give petition). For the registration to grade 1, an interview priority is given to the learners whose siblings are in upper classes and who has been in kindergarten for 3 years. Interviews with other learners take place according to their application order. The interview starts with talking to the principal. An information; daily functioning, curriculum program, framework program of our school, courses taught, curriculum, assessment-evaluation system, parent-teacher communication system, activities, after-school studies of the school, is given to the parents and they are invited to see the school facilities. The learner has an interview with the counselor and a feedback is provided to the parents. If the registration is going to happen the parents complete a registration form and goes to accounting service for payment arrangements. ID and photos of the learners are required at the time of the registration. To

encourage cooperation with parents a brochure of a school is given to the parents. While placing the learners to their classes, we pay attention to the numbers of girls and boys in each class and the report of the councillor. For 2,3 and 4th grade learners who want to be transferred in our school need to interview with the councillor before the registration. The transferring procedures are conducted via e- school in accordance with the Ministry of National Education Regulation on Primary Education Institutions. After registration, the parents need to fill out the forms ‘Learner- Parent Information Form’ and ‘Learner Health Form’ (a form that the parents give information about any chronic disease, allergy etc.)

REGISTRATION FOR FOREIGN LEARNERS (WHO HAS NOT GOT A TURKISH ID)

If the registration going to happen after the feedback / report of the councillor, we need a passport and photos of the learner for kindergarten and grade 1. For the transfer students (grade 2,3 or 4) they need to bring an equivalency certificate that is taken from Muğla Ministry of Education. Parents need to get an appointment from the Ministry of Education and to get the equivalency certificate they have to hand out the school report of their child from the previous school. Our school is helpful to our parents in this process. The language of instruction is in Turkish in our school so if the learner does not know Turkish we ask for full support from the parents.

SCHOLARSHIP SYSTEM

The school offers scholarships according to the national and international successes in sports, art and science. In Grade 4, the learners of our school have two exams, one in each semester to gain a scholarship for the coming year. The examination system for scholarship for transfer learners is different.