**Predicted Grades & Letters of Recommendation**
**Code of Conduct**

**Introduction**
The Canadian International School of Hong Kong (CDNIS) aims to present students in the most positive and accurate light. **To ensure this is the case, teachers have been asked to predict, where realistic, a predicted grade range with the top end of the range being sent to universities. By taking this approach, students will receive the most reasonably optimistic predicted grade possible for their university applications.**

It does students no favours if predicted grades are unrealistic or overly optimistic. Furthermore, the School's reputation can be damaged if it consistently overpredicts grades, which may impact future students' opportunities. CDNIS has developed a reputation for accurately predicting grades for students. Our goal with this document is to ensure parents and students understand the procedures and follow proper protocols related to predicted grades and letters of recommendation.

**Please remember that a predicted grade in a subject is often just one of several indicators that universities consider when making offers. Thus, it must be kept in perspective.**

**Procedure**
A predicted grade is a teacher's prediction of the likely *final* IB score a student will achieve after all IB assessments are completed in May of Grade 12. This is a professional judgment, moderated in discussions with colleagues and Department Heads, that takes into account the following:
- the Grade Descriptors for that subject area.
- the student's current and past performance, including any internal assessment and examinations. Please note that the prediction is not tied to any particular grade(s) or assessments. Students should not be led to believe that, for example, Grade 11 final exams are the overriding determinant of a predicted grade.
- the nature of the particular subject at SL or HL, and the past results of students at this level.
- a professional understanding of how abilities can develop throughout the Diploma Programme.

On the Grade 11 June Report Card, students will receive a predicted grade range of up to one grade. If there is a predicted grade range, we will send the grade at the top of the range to universities in Grade 12. For further details, consult the Predicted Grade Policy

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Vision: To inspire excellence, cultivate character, and empower engagement locally and globally.

**What if we have questions regarding a predicted grade?**
Students should discuss questions, concerns, and strategies for improving their performance with their teachers. The teacher will be able to articulate the reasons for the predicted grade within the framework of the procedures outlined in the Predicted Grade Policy. Subsequently, if students still have questions or concerns, they should see their University Counsellor or the DP Coordinator.

**Student / Parental Agreement**

We agree to discuss academic performance with teachers and University Counsellors and reflect on strategies with subject teachers to improve performance and achieve the top end of the predicted grade range.

We agree **not to** approach any teachers for an increased predicted grade; as noted above, we will predict the top end of the range, which is already the most optimistic prediction.

**Letters of Recommendation and University Applications Agreement**

We agree that any letter of recommendation or reference written or provided by faculty at CDNIS is entirely confidential. We will not seek to access any such writing in any country to which it has been provided. We agree to disclose fully to our University Counsellor all post-secondary applications submitted and provide a copy of the applications if requested.


_____
Full Student Name in Block Letters


_____            _____
Student Signature                                            Parent Signature



_____            _____
Date:        /      /                             Date:        /      /

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