

General fee information: By completing and signing the Google form, and indicating all the IB courses which you plan to complete in **this exam session**, you are officially registering for the courses indicated on the Google form, and committing to the completion of all IB required assessments in those courses. **Students that are IB Diploma Candidates have their test fee of \$124 for each course covered by the school. Students testing in individual IB subjects (outside of the Diploma Program) pay the test fee of \$124 per course.**

Subject amendment fee: The information you provide on this form will be entered online before the initial registration deadline of November 15. If you make changes to your registration contract between November 16 and January 15, a change fee of \$40 will be due from you. Changes to your registration after January 15 will result in a change fee of \$157 which will be due from you. No change to the registration is possible after April 15. Typically, the only situation that would incur this fee would be if a student changes the registration subject for the Extended Essay, so it's important that students stick closely to their original EE topic.

Forfeiture of fees: If you do not complete all of the required IB assessments for any course on your form, thereby forfeiting the opportunity to earn an IB grade for that course, the test fee for that course will become your responsibility. For this exam period this is a total of \$124 (Test Subject Fee per course). A financial hold will be filed with the main office and must be satisfied prior to graduation and prior to registering for subsequent IB courses.

Academic Integrity: All IB students must submit assessments that are their own work, which includes proper citing and referencing, when appropriate. Issues regarding academic misconduct has been discussed with students in TOK class and students signed acknowledgment forms that the discussion occurred. Subsequently, teachers may cover issues of academic misconduct as it applies to their course. According to the IB and KFHS policies, academic misconduct includes, but is not restricted to, the following: plagiarism, collusion, duplication of work, misconduct during an IB examination, or any other behavior that gains an unfair advantage or that affects the results of another candidate. The International Baccalaureate Organization conducts an investigation in situations where a candidate is suspected of academic misconduct. **If a candidate is found guilty of academic misconduct, the candidate will not be available for an IB grade in the subject and will be responsible for the registration fee and the course fee for that course.**

Both parents and student should read the following statements and sign and date below, before submitting the registration form.

I have read through the information above regarding fees and academic misconduct. I understand that if I do not complete all of the required IB assessments for any course in which I am registered or am found guilty of academic misconduct, I will be responsible for paying the exam fee for that course.

Student signature _____ signature indicated on Google Form _____ Date _____

I have read through the information above regarding fees and academic misconduct. I understand that if the above-named student does not complete all of the required IB assessments for any course in which he/she registered or is found guilty of academic misconduct, I will be responsible for paying the exam fee for that course.

Parent signature _____ signature indicated on Google Form _____ Date _____