

November 2, 2009

Dear IB and IGCSE Students, Parents and Guardians:

At CIS we continue to improve our academic program to meet the expectations of the IB and IGCSE program. Previously CIS had been assessing students' final marks each term with 70% for daily work, homework, and internal assessments and 30% for the final exam. In reviewing the assessment policy established by the governing bodies of IGCSE and IB for external assessment of our students, it became imperative that CIS change the assessment policy stated in the 2009-2010 Family Handbook. The IB and IGCSE assessment is heavily weighted on the final exam. To meet this protocol the CIS Assessment policy for IB (grades 11 & 12) and IGCSE (grades 9 & 10) shall be:

End of Term Reporting:


<i>Daily work and homework</i>	20%
<i>Internal Assessments</i>	30%
<i>Final Exam</i>	50%

Final Year Grade:*Term 1 + Term 2 + Term 3 = 70%**Final Exam = 30%*

This change will permit a grading on the term reports that will be in line with the final assessment in Grade 10 and IB2, which are external exams.

Please contact the IGCSE Coordinator, Ms. Geetha Swamy guidance-counselor@cisb.org.in; or IB Coordinator, Mr. Regis Caudrillier ib-coordinator@cisb.org.in if further explanation is required.

Yours in Education,


Lynda Gigg
K-12 Principal