



Admissions Policy

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SALIS at Bundesgymnasium Zaunergasse (BGZ) is open for all applicants who, living in or close to the city of Salzburg together with a legal guardian, have a permanent residence permit.

BGZ is a selective, state-funded day school, offering secondary education for children aged between 10 and 18. SALIS is part of BGZ, and offers international education with English as language of instruction throughout eight years of school. The International Baccalaureate Diploma Programme (IBDP) is offered in the final two years.

Every parent/legal guardian is automatically a member of the SALIS Association which was founded in 2015 in order to support the administration of the International Classes. To cover additional costs, the SALIS International Programme carries a contribution of € 70 per school month.

It is our philosophy to make the international classes as accessible as possible given the financial resources available. Please see our [SALIS Language Policy](#) here.

The admissions team at SALIS is committed to ensuring that applicants and their families are well advised during the admissions process so that together they can make a confident and informed choice.

It is our responsibility to ensure that successful applicants to SALIS find the courses on offer challenging but manageable, with a reasonable chance of success. Every applicant is assessed on an individual basis, and individual circumstances are taken in to account when considering applications for admission. However, to be admitted to SALIS the following criteria must be fulfilled.

1. Personal Qualities

We expect applicants to have inquiring and open minds, to be diligent and reliable, to be good communicators, and to have a willingness to learn new things. Good time-management and organisational skills are also vital qualities for students to be successful at SALIS. Successful students will show creative and critical thinking, resourcefulness, and resilience. We also expect students to be reflective, and to prize the development of themselves, their neighbours and the world in which they

live. These values reflect the [IB Learner Profile](#) as well as our [SALIS mission statement](#). We would also like to stress that, since SALIS is part of an Austrian state-run school, it is vital that students show a willingness to engage with Austrian school life, culture and language.

Table 1. Comparison of school systems in Austria, UK and US.

Age (years)	Austria				UK		USA	
3-4	Kindergarten				Nursery		Nursery	
4-5					Reception		Pre-K	
5-6					Year 1	Primary School	Kindergarten	
6-7	1 st Grade	Volksschule			Year 2		1 st Grade	Elementary
7-8	2 nd Grade				Year 3		2 nd Grade	
8-9	3 rd Grade				Year 4		3 rd Grade	
9-10	4 th Grade				Year 5		4 th Grade	
10-11	5 th Grade	SALIS Year 1		Junior School (Unterstufe)	Year 6	Secondary School	5 th Grade	Middle School
11-12	6 th Grade	SALIS Year 2			Year 7		6 th Grade	
12-13	7 th Grade	SALIS Year 3			Year 8		7 th Grade	
13-14	8 th Grade	SALIS Year 4			Year 9		8 th Grade	
14-15	9 th Grade	SALIS Year 5	Pre-IB	Senior School (Oberstufe)	Year 10	GCSEs	9 th Grade	High School
15-16	10 th Grade	SALIS Year 6			Year 11		10 th Grade	
16-17	11 th Grade	SALIS Year 7			Year 12	A-Levels / IB	11 th Grade	
17-18	12 th Grade	SALIS Year 8			Year 13		12 th Grade	

2. SALIS Academic Requirements

SALIS Year 1:

- Students from primary schools with German as language of instruction:
 - “Gymnasialreife”, plus successful SALIS entrance test (written and oral exam in January preceding the start of the academic year).
- International Students:
 - Successful SALIS entrance test (written and oral exam in January preceding the start of the academic year).

SALIS Years 2-6:

- German native speakers:
 - Besides grades, there is an entry requirement in the form of an entrance test in Maths and English. Applicants for year 6 also have to sit an assessment in a natural science. In addition, SALIS language requirements apply (see Article 3 below).
- Any students coming from outside the Austrian school system are equally required to sit an entrance test in Maths and English (and a natural science, for year 6 applicants). The SALIS language requirements apply here as well.

During years 5 and 6, students are advised regarding their career options and IBPD subject choices by our career and university counsellor. Regular information evenings for parents will take place during pre-IB years. For detailed information on the IBPD subjects offered at SALIS, please see our [Parents and Students IB Subject Guide](#).

IBDP1:

- All SALIS students wishing to enter IBDP1 must have a grade 3 or higher in their final report in all subjects, based on the IB assessment scale. In addition, they must have a minimum of grade 4 in one subject per subject group, except Group 6. Pls refer to our SALIS Assessment Policy for a comparison of grade levels between the IB and Austrian grading system.

- External applicants will have to sit an entrance test in Mathematics, English (as mother tongue or first foreign language), and one natural science subject (Physics, Chemistry or Biology).

IBDP2:

- Admission to IBDP2 is only possible for transfer candidates. The term “transfer” refers to a candidate who moves from one IB World School to another IB World School during their Diploma Programme in order to continue their studies and to take IB examinations.
- In order to see if an IBDP2 transfer to SALIS is possible and/or to make a transfer as smooth as possible, SALIS needs to check whether the courses at the original school and at SALIS are compatible or not.
- SALIS may accept or refuse transfer candidates at its own discretion.

While it is possible to take certificates in individual IB subjects only, we strongly encourage participation in the full IB Diploma Programme.

3. SALIS Language Requirements

For Junior Years

In the junior school (years 1-4), SALIS provides bilingual teaching; that is, content is delivered in both German and English. Knowledge of both German and English enables students to partake fully in these lessons and to socialise better with their classmates. As students progress through SALIS, English becomes increasingly dominant as the language of instruction.

- Students applying for SALIS Year 1 whose first language is German must have the “Gymnasiumreife” in German. Knowledge of English is recommended but not obligatory.
- SALIS applicants for any other junior years whose mothertongue is not English are required to demonstrate English ability through certifications appropriate to the age and demands on the student.
- SALIS applicants for any junior years whose level of German is insufficient to enable successful participation in the subject German (for German natives), must prove that they can successfully attend the equivalent language class for English natives.

In addition, as German is the dominant language in the school community, and in the interest of integration of international students into Bundesgymnasium Zaunergasse, applicants should be able to demonstrate basic German skills. As a rule, non-native German students are required to attend “German as a Foreign Language” (DaF) lessons.

For Senior Years

The language of instruction in the senior school (ages 15-18), and particularly in the IBDP, is English. Therefore, a high level of proficiency of written and spoken English is required. Students seeking admission to SALIS during the senior years where English is not the mother tongue, but the strongest academic language, are required to prove sufficient English language skills at the minimum level of B2 (in a SALIS English assessment), or the equivalent of a Cambridge English First certificate (minimum passing grade B), or higher. If necessary, for

preparing international students who wish to take the Austrian school-leaving exam (Matura), German will also be used as a teaching medium.

As SALIS is part of an Austrian, state-funded gymnasium, students must fulfil the requirements of the national curriculum. International students are only exempted from language classes if their prior education in the language in question does not match the level of instruction already delivered in the relevant language class.

Admissions Procedure

1. Complete the Registration Form in its entirety and send it, with supporting documents, to office@salis.or.at
 - Supporting documents should include scans of the applicant's:
 - Passport
 - Birth Certificate
 - E-Card
 - Latest school report(s)
2. When we have received the Registration Form, the applicant will be added to the waiting list of the appropriate class. All candidates will then have to complete an Admissions Assessment.
 - For students applying for year 1:
 - This assessment will be sat during their last year at primary school.
 - This assessment consists of language creativity and logical thinking components, in both written and oral forms.
 - This assessment may be sat in either English or German.
 - The cost of the assessment is €60, if the candidate is applying during the intended starting school year.
 - The deadline for applying is 18th December 2020.
 - For students applying for years 2 to 4:
 - This assessment will consist of two parts: mathematics and English.
 - The assessment may be sat in-house, or at the child's current school.
 - The cost of the assessment is €60 per subject.
 - Please note that applications cannot be dealt with after mid-June before the intended starting year.
 - For students applying for years 5:
 - This assessment will consist of two parts: mathematics and English.
 - The assessment may be sat in-house, or at the applicant's current school.
 - The cost of the assessment is €90 per subject.
 - Please note that applications cannot be dealt with after mid-June before the intended starting year.
 - For students applying for years 6 and 7:
 - This assessment will consist of three parts: mathematics, English, and a natural science of the applicant's choosing (biology, chemistry or physics).
 - The assessment may be sat in-house, or at the applicant's current school.
 - The cost of the assessment is €90 per subject.
 - Please note that applications cannot be dealt with after mid-June before the intended starting year.

- Students applying for years 6, 7 and 8 may also be required to submit a 350 word personal statement.
- 3. Once the Admissions Assessment has been completed, the candidate's current school will be asked to complete a Pupil Assessment Form. This form allows us to get a more rounded and up-to-date impression of the applicant.
- 4. After we have received all parts of the candidate's application, we will compare all candidates and offer the strongest a position in their respective SALIS class. Successful students will not only have to demonstrate excellent academic ability, but also values embedded in the SALIS ethos.
 - If no space is available at the time of application, applicants will be placed on a waiting list. Parents will be informed of this by email.
 - Class placement is generally based on date of birth. Students will be placed according to their age on September 1st of their year of entry. Where it is considered to be of benefit to the student, he/she may be placed in a lower grade than requested by parents.
 - No official decision on an application can be given until all the relevant documents have been received (except in extraordinary circumstances, at SALIS' discretion), and any outstanding fees have been paid in full.

At any time during the process, families may be required to come to the school to discuss details of a student's application in person.

We generally prefer personal meetings and interviews with future students and parents. In exceptional circumstances only, we may offer an interview via Skype.

Applicants with Specific Needs

The resources available at any given time limit the number of students that can benefit from the learning support programme offered by SALIS. Reports outlining the specific needs of any applicant must to be submitted by the parents/guardians together with their application. Such reports include, but are not limited to, Individualised Education Programs (IEPs), speech and language reports, and psychological reports. SALIS will not admit students with significant specific academic or physical needs for which adequate resources are unavailable. Please see our Special Educational Needs Policy.

Application Period

For applicants to Year 1, the deadline for applying is 18st December of the preceding year.

Please note that applications for all other years cannot be dealt with after 15th June of the academic year before the student intends to start at SALIS.

Upon admission to SALIS, all students and their parents/legal guardians must sign a learning contract indicating their awareness of the rigorous nature of the programme, of the legal requirements of the Austrian state school system and pledging their commitment to academic excellence.