



# Academic Program Information

## ACADEMICS IS THE KEY

*Since 1976, students from around the world have combined a rigorous college-preparatory education with the experience of living and studying in Salzburg, Austria. AIS-Salzburg offers an American high school diploma supported by Advanced Placement credentials and an internationally oriented academic program.*

## I. Academic Program Overview

Since the establishment of the American International School-Salzburg in 1976, thousands of young people from all over the world have combined a challenging and rigorous academic program with the chance to live and study in Salzburg, Austria. While living abroad can be an education in its own right, the American International School-Salzburg offers a very solid, college-preparatory program which leads to the awarding of an American high school diploma with AP credentials.

The curricular program of the school is maintained and regularly evaluated by the school's administration, teaching faculty, resident-care staff and is accredited by the Middle States Association of Colleges and Schools. It complies fully with AP-program guidelines and our policies, teaching materials, and approach to teaching remain consistent with most accredited independent schools in the United States and worldwide. The language of instruction at our school is English and most of the teaching faculty and resident-care staff members are US citizens and native English speakers. Given our historical and educational orientation, it should not be surprising that our students participate in a program which will provide excellent preparation for entrance to universities and colleges in North America.

Students interested in studying abroad upon graduation from AIS-Salzburg are also served by our curricular program and Advanced Placement Examinations. Graduates of AIS-Salzburg meet the requirements of and gain entrance to colleges and universities in Great Britain, continental Europe, the Far East, and all over the world. The key to equivalency with local school diplomas lies with the Advanced Placement Program of examinations which students may take each spring. The American high-school diploma plus a number of Advanced Placement® examinations with appropriate scores and meeting linguistic requirements can open the doors to nearly any university program anywhere in the world.

What does distinguish the school from other American independent boarding schools is the fact that our students and setting are international. Given this, the school emphasizes English language and literature instruction throughout all grade levels and programs. Every student enrolled in grades 7 through 12 participate in two required, full-credit courses in English each year of enrollment. These two courses divide the regular college-preparatory English curriculum into two parts granting much more emphasis on the various objectives. All students are enrolled in a course which emphasizes fiction literature, composition and grammar as well as a second course which emphasizes nonfiction writing, vocabulary building, speech and listening skills, as well as other technical aspects of the English language including further composition skills. These English courses are for both native and non-native English speakers are required for credit at the high school grade levels. Students whose English proficiency is lower than the standard at each grade level may be evaluated for placement in small-group English tutorial instruction in replacement of one of the two regular English sections.

Rounding out the required core set of courses, students enrolled at AIS-Salzburg will also take one mathematics, science, social studies and German language course which meet each day of the week, throughout the school year.

In addition to this, our load requirements place students in two hours of physical education weekly as well as enrollment in one or two elective courses of choice. Present elective choices include Italian or French language studies, German language tutoring, music lessons, studio art, drama/theater arts, journalism/yearbook, AP Calculus BC Prep, and Senior Research Project prep. Finally, all students are enrolled in a 30-minute ethics seminar course which meets on Thursday mornings before regular classes.

## II. Statement of Mission

The American International School-Salzburg is a boarding and day school committed to the college-preparatory education of qualified and conscientious young people. The academic and boarding programs nurture the students' intellectual growth and creativity, as well as their social, physical, and personal development within an environment that is secure and professionally safeguarded. The school community is guided by and dependent upon self-discipline, mutual respect, integrity, care and compassion. The school empowers students to succeed in further studies, to exercise informed judgment, and to become active and responsible members of society.

## III. AIS-Salzburg Beliefs

### Security and Respect

We believe in the mandated necessity of providing our students with a safe and secure environment within which their health and welfare are protected through appropriate policies and procedures supported by the entire community, in order to assist them in achieving their greatest potential.

Respect for the rights of students under our care guides all considerations of our safeguarding and protection measures.

### **Responsibility and Character**

We believe that a school community thrives on responsible behavior and functions best when each member strives to become an individual of character guided by integrity, honesty, self-control, self-discipline, kindness, and compassion.

### **Diversity and Cultural Breadth**

We believe that our unique international setting and diverse school community provides a fertile environment for learning, growth and cultural understanding.

### **Attention and Guidance**

We believe that students learn best in an environment with a low staff-student ratio which optimizes individual attention and guidance.

### **Balance and Wholeness**

We believe in the necessity of providing an educational program which focuses upon students' intellectual abilities and creativity as well as their emotional, physical, and ethical development.

### **Discernment and Evaluation**

We believe that students should be able to engage in the critical evaluation and meaningful debate of theories and opinions and be able to discern between faulty and logical argumentation.

### **Involvement and Commitment**

We believe that students should commit themselves to the betterment of the society in which they live and thus we strive to direct students' interest and attention to the responsibilities required of world citizens.

## **IV. Profile of Graduates**

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Graduates of the AIS-Salzburg will demonstrate the following competencies:

### **Knowledge, Skills, and Abilities**

*Graduates who...*

- have intellectual capabilities, knowledge, and abilities which have been developed to a level that will serve them well in their continuing studies at university and beyond.
- value knowledge and wisdom and the lifelong acquisition of the same.
- can overcome obstacles and challenges through resourceful, creative and critical thinking and the utilization of resources.
- have been acquainted and are familiar-at some essential level-with human knowledge gains in the social sciences, humanities, languages, natural sciences, and mathematics and understands that these areas of human understanding continue to grow and develop.
- approach the study of new knowledge with interest, curiosity, care, discipline, and integrity.
- can effectively balance and manage academic and personal demands.
- are able to engage in critical evaluation and meaningful debate of theories and opinions and is able to discern between faulty and logical argumentation.

### **Communication and Language Skills**

*Graduates who...*

- can communicate effectively, reasonably, and clearly in both written and spoken English.
- can engage in meaningful verbal or written debate, discussion and evaluation on a wide variety of topics with circumspection.
- have knowledge of at least two foreign languages other than their native tongues and have thereby gained valuable insights into other cultures through the study of foreign languages and multicultural interaction.

### **Community Awareness and Involvement**

*Graduates who...*

- understand their civic responsibilities and commit themselves to the betterment of society.
- are actively involved and offer their talents to the improvement of their community.
- are able to effectively integrate themselves into an international community.

### **Personal Qualities**

*Graduates who...*

- demonstrate honesty, integrity, self-respect, self-discipline, kindness, and compassion
- make wise health choices, are emotionally stable, and value physical exercise.
- respect and appreciate cultural diversity.
- value human rights and are ethical in their interactions with others.

## **V. Grade Levels and Corresponding Ages**

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The American International School-Salzburg offers instruction to students in grades seven through twelve.

The junior-high school program includes grades seven and eight, and the senior- high school program is composed of grades nine through twelve. AIS-Salzburg also offers a post-graduate, thirteenth year for students who desire further preparation before university entrance or who require an additional year for completion of further Advanced Placement Examinations. The following table should assist with grade level placement:

| Grade | Ages  | Program       | Description    |
|-------|-------|---------------|----------------|
| 7     | 12-13 | Junior High   | Seventh-grader |
| 8     | 13-14 | Junior High   | Eighth grader  |
| 9     | 14-15 | Senior High   | Freshman       |
| 10    | 15-16 | Senior High   | Sophomore      |
| 11    | 16-17 | Senior High   | Junior         |
| 12    | 17-18 | Senior High   | Senior         |
| 13    | 18-19 | Post-Graduate | Post-Graduate  |

## VI. Admission Philosophy

The American International School-Salzburg is an independent, nonsectarian, non-denominational, private educational institution offering college-preparatory, secondary educational programming to students of any nationality between the ages of 12 and 19 who are accepted after completing the admissions process.

In its admissions decision, the AIS-Salzburg administration will try to establish a diverse student body representative of a wide variety of students from various backgrounds in order to emphasize our belief that diversity and understanding are essential elements in an international education. This is detailed in the AIS-Salzburg Equality & Diversity Policy.

The school will process applications in a timely way and maintain clear communication with the applicant and family. As a school in which English is the language of instruction, applications will be reviewed with the applicant's proficiency level in English as a fundamental criteria. Further criteria include:

- the applicant's previous academic record and conclusions about the student's academic promise;
- evidence of plans to attend university programs following completion of secondary schooling;
- review of confidential recommendations received, and (4) evidence of agreement with the school's expectations, policies and procedures.
- level of maturity as recognized through application documentation and possible direct interview.

The school reserves the right to deny admission or revoke a previous decision for admission if it is discovered that false information was provided to the school through the admission process.

## VII. Admission Process

An admission decision by the school will be made at the conclusion of the following process of application:

- Download the Student Application Form and return this to the school with appropriate photo of the applicant. The Application Form can be downloaded from our website.
- Submit up-to-date copies of transcripts from the present school of enrollment with translation if necessary. For applicants to grades 7 through 9, only the previous year's transcripts need be submitted. Applicants to grades 11 and 12 need to provide transcripts that include academic records from all high school grades completed or in which the applicant is presently enrolled.
- Submit a copy of the applicant's passport photo page along with any currently-held visas for Austria or another Schengen nation.
- Request that the applicant's current English and mathematics teachers submit a confidential recommendation to the school. The teacher recommendations can be forwarded or downloaded here.
- Pay the application fee (€ 150.00) by bank or online transfer to the following account:

The American International School-Salzburg  
Raiffeisenverband Salzburg Moosstrasse 13  
A-5020 Salzburg, Austria  
BIC: RVSAAT2S IBAN: AT84 3500 0000 0814 5054

Upon reception of the above, the AIS-Salzburg administration will make a decision concerning enrollment OR determine that further testing (English proficiency) is required along with a personal or online interview with the applicant. One or the other will be immediately communicated with the parents of the applicant. If the applicant is accepted, a copy of the Enrollment Agreement and other documents relevant to this agreement alongside invoices for tuition and fees, the Capital Levy, and mandatory fees will be sent out as well. Parents of applicants have 30 days to consider the offer of admission before the offer is revoked. Please see the Schedule of Tuition and Fees and the Enrollment Agreement terms for further details.

All materials submitted to the school become school property and are not returned. These will be processed and stored in accordance with the EU General Data Protection Regulations. If the applicant does not accept an offer of admission or is not offered enrollment, all documentation received will be destroyed. Academic Requirements for Admission The AIS-Salzburg admissions committee will grant admission to students who have the following positive elements within their application:

## VIII. Academic Requirements for Admission

The AIS-Salzburg admissions committee will grant admission to students who have the following positive elements within their application:

1. above-average marks in all courses
2. strong grade averages in English and mathematics
3. evidence of good study habits and strong motivation
4. involvement in extracurricular activities
5. strong desire to attend an international college-preparatory program
6. clear goals for university and post-secondary education following graduation

One of the most important requirements for admission to the school centers on the English Language proficiency of non-native English speaking applicants. In general, the level of English proficiency required for admission increases with the desired grade level. In general, the admissions committee will look for the following minimum proficiencies in English:

### English Proficiency Guidelines

- Grades 7 and 8: A2 to B1 (in accordance with CEFR)
- Grade 9: B1 or higher
- Grade 10: B2 or higher
- Grade 11: C1 or higher
- Grade 12: C1 or higher

Students are admitted to the grade level that is appropriate for their age and with consideration of the grade levels successfully completed at the previous school.

## IX. Credit Transfer for Admission

Students who apply for entrance into the 10th, 11th, or 12th grades at AIS-Salzburg must submit official transcripts for all work done from the 9th grade onward at their previous school(s) of enrollment. These transcripts will be evaluated against the requirements at the same grade level at AIS-Salzburg and provided equivalency is achieved and a passing score has been received, academic credit can be transferred to AIS-Salzburg for determination of grade level at admission. The school admissions committee generally does not grant transferred credit for coursework graded at the D level or lower (or the equivalent).

## X. Promotion Requirements

In order to gain promotion to the successive grade level, all high school students (in grades 9 through 12) must:

1. attain a cumulative grade-point average of 1.500 minimally in all courses.
2. not fail more than one credit-bearing course for the year.
3. meet the school's minimum attendance requirement.
4. maintain a positive citizenship record which includes passing the Boarding Conduct Requirement with 60% or higher for the year, completion of the annual Community Service Requirement and have no major violations of the school's academic integrity policy.

## XI. Course Load Requirements

As an international, college-preparatory boarding school in which roughly 85% of the students enrolled are full-boarders, the academic load requirements at AIS-Salzburg are relatively high. Load requirements determine the number of courses and subjects a student must be enrolled in each academic year. The load requirements for all students in the school require enrollment in:

1. 30.5 hours of classroom instruction per week.
2. two English and one German language course daily.
3. one mathematics, one science, and one social studies course per day.
4. one elective course which meets two hours per week.
5. the Healthy Lifestyle Requirement.
6. the Boarding Conduct Requirement for all boarding and 5-day boarding students.
7. the AIS-Salzburg Community Service Requirement.
8. one seminar course at the appropriate grade level.

## XII. Diploma Requirements

In order to receive the school's High School Diploma, students must:

1. complete six years of formal education between grades 7 and 12, proven by official transcripts.
2. complete at least one full school year at AIS-Salzburg (3 trimesters).
3. achieve a minimum cumulative grade-point average of 1.500 in all credit-bearing courses enrolled in at AIS-Salzburg.
4. maintain a positive citizenship record while enrolled at AIS-Salzburg which includes
5. passing the Boarding Conduct Requirement with 60% or higher each year of enrollment (for full or 5-day boarders only)
6. complete the annual Community Service Requirement, (iii) have no major violations of the school's academic integrity policy, and
7. receive a passing grade on their senior project (elective grade and credit).
8. earn the minimum number of academic credits in all subjects in grades 9 through 12. These academic credits must be earned in the following areas:

| Subject Area                  | Minimum Credit Requirement                                                                                             |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------|
| English I                     | 4 credits                                                                                                              |
| English II                    | 4 credits (incoming grade 9); 3 (grade 10); 2 (grade 11); 1 (grade 12)                                                 |
| German                        | 4 credits; prior foreign-language credits may apply                                                                    |
| Mathematics                   | 3 credits, including Mathematics 9 and 10                                                                              |
| Science                       | 3 credits, including Biology, Chemistry, and Physics or AP Environmental Science                                       |
| Social Studies                | 3 credits, including World Cultures and U.S. History or an equivalent/higher-level European or American History course |
| Math / Science                | 1 additional credit above the minimum requirement                                                                      |
| Healthy Lifestyle Requirement | 2 credits (0.5 per year of enrollment)                                                                                 |
| Electives                     | 2 credits (0.5 per year of enrollment)                                                                                 |

Students may have several choices of levels of study as long as all AIS-Salzburg promotion, graduation, and load requirements are met. For example, students may choose Advanced Placement® level coursework over a standard course for the grade level, provided approval has been granted and the appropriate background study has been successfully completed.

### XIII. Standard Schedules for Each Grade Level

#### Seventh Grade (ages 12-13)

|                                      |                                                        |
|--------------------------------------|--------------------------------------------------------|
| Junior High Literature & Composition | Junior High English Language Development               |
| German (at an appropriate level)     | Junior High Mathematics I                              |
| Junior High Science I                | World Geography or World History (alternates annually) |
| Elective(s)                          | Healthy Lifestyle Requirement                          |
| Ethics Seminar I                     | Boarding Conduct ( <i>boarding students only</i> )     |

#### Eighth Grade (ages 13-14)

|                                        |                                                        |
|----------------------------------------|--------------------------------------------------------|
| Junior High Literature & Composition   | Junior High English Language Development               |
| German Language (at appropriate level) | Junior High Mathematics II                             |
| Junior High Science II                 | World Geography or World History (alternates annually) |
| Elective(s)                            | Healthy Lifestyle Requirement                          |
| Ethics Seminar I                       | Boarding Conduct ( <i>boarding students only</i> )     |

#### Ninth Grade (ages 14-15)

|                                        |                                                    |
|----------------------------------------|----------------------------------------------------|
| English 9 Literature & Composition     | English 9 Academic Skills                          |
| German Language (at appropriate level) | Mathematics 9                                      |
| Biology                                | World Cultures                                     |
| Elective(s)                            | Healthy Lifestyle Requirement                      |
| Ethics Seminar II                      | Boarding Conduct ( <i>boarding students only</i> ) |

#### Tenth Grade (ages 15-16)

|                                        |                                                    |
|----------------------------------------|----------------------------------------------------|
| English 10 Literature & Composition    | Academic English Reading & Writing Skills I        |
| German Language (at appropriate level) | Mathematics 10                                     |
| Chemistry                              | United States History                              |
| Elective(s)                            | Healthy Lifestyle Requirement                      |
| Ethics Seminar III                     | Boarding Conduct ( <i>boarding students only</i> ) |

## Eleventh Grade (ages 16-17)

|                                                                                      |                                                    |
|--------------------------------------------------------------------------------------|----------------------------------------------------|
| English 11 Literature & Composition                                                  | Academic English Reading & Writing Skills II       |
| German Language (at appropriate level)                                               | Precalculus                                        |
| Physics <i>and</i> AP Environmental Science <i>or</i> AP Biology <i>(if desired)</i> | AP Human Geography                                 |
| Elective(s)                                                                          | Healthy Lifestyle Requirement                      |
| Ethics Seminar IV                                                                    | Boarding Conduct ( <i>boarding students only</i> ) |

## Twelfth Grade (ages 17-18)

|                                                                      |                                                                     |
|----------------------------------------------------------------------|---------------------------------------------------------------------|
| English 12 Humanities                                                | AP English Literature <i>or</i> English 12 Literature & Composition |
| German Language (at appropriate level)                               | AP Calculus AB or Advanced Mathematics                              |
| AP Biology <i>or</i> AP Chemistry <i>or</i> AP Environmental Science | AP European History <i>or</i> AP Psychology                         |
| Elective(s)                                                          | Healthy Lifestyle Requirement                                       |
| Ethics Seminar V                                                     | Senior Research Project                                             |
| Boarding Conduct ( <i>boarding students only</i> )                   |                                                                     |

## XIV. Worldwide Diploma Acceptance

The American High School Diploma offered by AIS-Salzburg is acceptable worldwide provided AP® Examinations and language proficiency standards are met. Here is a general breakdown of the requirements to be met graduates from AIS-Salzburg attending universities in the most popular destinations of tertiary study:

### Minimum University Acceptance Requirements

| Location                | Diploma                                      | Application / AP / Other Requirements                                                                                                           | Notes                                                                                                                                            |
|-------------------------|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>United States</b>    | AIS-Salzburg Diploma recognized and required | Application typically includes transcripts, GPA, recommendations, English proficiency testing, standardized test results, and a personal essay. | AP Exams are not universally required, but are important at competitive institutions. SAT and TOEFL may be required.                             |
| <b>Canada</b>           | AIS-Salzburg Diploma Recognized and required | Application typically includes transcripts, GPA, recommendations, standardized test results, and a personal essay.                              | AP Exams may support competitive admission. TOEFL or IELTS may be required for non-native English speakers.                                      |
| <b>United Kingdom</b>   | AIS-Salzburg Diploma recognized and required | UCAS application, recommendations, English proficiency testing, standardized results, student essay, and possibly an interview.                 | Generally at least three AP Exams with scores of 3 or higher; competitive programs may require more or higher scores. IELTS may be required.     |
| <b>Austria</b>          | AIS-Salzburg Diploma Recognized and required | Direct application to the desired university program after the senior year; C1 German proficiency is a minimum requirement.                     | At least four AP Exams with scores of 3 or higher, including mathematics. Additional entrance examinations may apply to restricted programs.     |
| <b>Germany</b>          | AIS-Salzburg Diploma recognized and required | Application after graduation, generally before July 15; C1 German proficiency is a minimum requirement.                                         | At least four AP Exams with scores of 3 or higher, including specified subject areas depending on the intended field. Numerus clausus may apply. |
| <b>Other EU Nations</b> | AIS-Salzburg Diploma Recognized and required | Requirements vary by institution and generally include AP results and proof of language proficiency.                                            | National entrance examinations may also be required.                                                                                             |
| <b>Other Nations</b>    | AIS-Salzburg Diploma recognized and required | Requirements vary and generally include language proficiency and one or more AP Exam results.                                                   | Contact the admissions department of the intended university program for exact requirements.                                                     |

## XV. The Advanced Placement® (AP) Program

The Advanced Placement Program (AP) enables willing and academically prepared students around the world to pursue university-level studies while still in high school, with the opportunity to earn credit (points toward an undergraduate degree) or advanced placement (the opportunity to skip an introductory level university course).

AP is recognized in the admissions process by more than 4,000 universities worldwide, and outside the U.S., more than 600 universities in more than 60 countries recognize qualifying AP Exam scores.

AP courses and exams are available in secondary schools and measure your mastery of university-level course content. The program allows you to develop a global perspective, as well as skills such as critical thinking and problem solving. There are currently 34 AP courses and exams available. Exams are administered in May, and scores can be sent directly to the universities of your choice.

AP is recognized as a highly desirable academic credential around the globe. Universities in over 60 countries outside the United States recognize AP in the admission process. Universities may also recognize AP Exam scores for advanced placement, the opportunity to skip introductory-level courses or award credit or points toward an undergraduate degree.

## XVI. Advanced Placement International Diploma (APID®)

Today, we live in a global community that greatly impacts how we share information, communicate and do business. That's why the College Board is focused on helping students build the knowledge, skills and global perspectives to succeed in university and beyond.

The AP International Diploma (APID) is a globally recognized award for students interested in pursuing university study outside of their native country. It requires students to display mastery on AP Exams across several disciplines, and represents an exceptional level of achievement.

### APID Criteria

| Area | Requirement                                                                                                                                                             | Courses Offered at AIS-Salzburg                                                                                                                          |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| I    | Two AP Examinations from two different world language and culture courses - or - two AP Examinations from one world language and culture course and one English course. | French Language and Culture; Spanish Language and Culture; Italian Language and Culture; German Language and Culture; English Literature and Composition |
| II   | One AP Examination offering a global perspective.                                                                                                                       | Human Geography; Environmental Science                                                                                                                   |
| III  | One AP Examination from either the sciences or mathematics.                                                                                                             | Calculus AB; Biology; Chemistry; Environmental Science                                                                                                   |
| IV   | One additional AP Examination; cannot be English or a World Language.                                                                                                   | European History; Psychology; Human Geography; Calculus AB; Biology; Chemistry; Environmental Science                                                    |

## XVII. AP® Examinations

Courses listed in the source document as offered at AIS-Salzburg are included within the categories below. Students may also register for other AP Examinations when they feel academically prepared to do so.

### Arts

AP 2-D Art and Design • AP 3-D Art and Design • AP Drawing • AP Art History • AP Music Theory

### English

AP English Literature and Composition • AP English Language and Composition

### History and Social Science

AP African American Studies • AP Comparative Government and Politics • AP European History • AP Human Geography • AP Macroeconomics • AP Microeconomics • AP Psychology • AP United States Government and Politics • AP United States History • AP World History

### Math and Computer Science

AP Computer Science A • AP Computer Science Principles • AP Calculus AB • AP Calculus BC • AP Precalculus • AP Statistics

### Sciences

AP Biology • AP Chemistry • AP Environmental Science • AP Physics 1: Algebra-based • AP Physics 2: Algebra-based • AP Physics: Electricity and Magnetism • AP Physics C: Mechanics • AP Psychology

### World Languages and Cultures

AP Chinese Language and Culture • AP French Language and Culture • AP German Language and Culture • AP Italian Language and Culture • AP Japanese Language and Culture • AP Latin • AP Spanish Language and Culture • AP Spanish Literature and Culture

## XVIII. English Language Tutoring

Following evaluation by the teachers in the English department, it may be decided necessary that a student receive additional tutorial assistance in English. If this is the case, the school administration will arrange tutorials to be scheduled when the regular English courses are being held. The costs of these English tutorials are billed to the parents or guardians and are scheduled with their agreement.

## XIX. Elective Course Offerings

At AIS-Salzburg, we offer a wide variety of elective courses from which students can choose. All students enrolled at AIS-Salzburg must successfully pass at least one elective course each year and be enrolled in at least one elective course each trimester. Here is a list of elective courses offered by the school for students in all grade levels. This list is not all-inclusive and can change from year to year throughout the school year. All elective courses are awarded 0.5 academic credits and are required for both promotion and graduation. Administrative approval is required for students who would like to do more than one elective course in a given year.



| Elective Options             |                                     |
|------------------------------|-------------------------------------|
| Drama/Theater Arts           | German Tutoring                     |
| Individual Music Lessons     | Yearbook                            |
| Studio Art I                 | Studio Art II                       |
| Italian Language and Culture | French Language and Culture         |
| Music Lessons                | Personal Development and Leadership |
| AP Calculus BC Prep          | Senior Research Project Prep        |

Elective coursework is selected at the start of the school year and meets for a minimum of two hours weekly.

## XX. Senior Research Project

All senior students (12th grade) at AIS-Salzburg are required to submit a pre-scientific research paper of significant length based upon a topic of their choice. Each senior is coupled with a faculty advisor who assists them with this assignment from topic selection through submission of the final draft. At the end of the 11th grade year, students are required to select a topic and submit a working thesis for their paper. Over the summer months, reading, research, and note-taking is accomplished, and the paper drafting begins in the fall at the start of the senior year. All senior projects are due by the midterm of the Winter Trimester (end of January) and the grades received on these papers is recorded on transcripts.

## XXI. Academic Assessment

Assessment of academic work is the responsibility of the teaching faculty and resident-care staff members at AIS-Salzburg within the structure provided by the school administration. The following assessment scale is utilized for all graded academic coursework:

| Earned % | Letter Grade | Grade Point | Descriptor    |
|----------|--------------|-------------|---------------|
| 97-100   | A+           | 4.3         | Excellent     |
| 93-96.9  | A            | 4.0         | Excellent     |
| 90-92.9  | A-           | 3.7         | Excellent     |
| 87-89.9  | B+           | 3.3         | Above Average |
| 83-86.9  | B            | 3.0         | Above Average |
| 80-82.9  | B-           | 2.7         | Above Average |
| 77-79.9  | C+           | 2.3         | Average       |
| 73-76.9  | C            | 2.0         | Average       |
| 70-72.9  | C-           | 1.7         | Average       |
| 67-69.9  | D+           | 1.3         | Below Average |
| 63-66.9  | D            | 1.0         | Below Average |
| 60-62.9  | D-           | 0.7         | Below Average |
| 0-59.9   | F            | 0.0         | Failure       |

All final grades for high school (9-12) full-credit academic courses at AIS-Salzburg are the average of four equal elements distributed as follows: fall trimester grade average (25%); winter trimester grade average (25%); spring trimester grade average (25%); and final exam score (25%).

Students who are scheduled in seventh and eighth grade academic courses receive a final grade based upon the three trimester grade averages distributed as follows: fall trimester (33%), winter trimester (33%), and spring trimester (33%). There are no final examinations in seventh and eighth grade course.

### Exceptions

A student enrolling at the school at either midyear or at the beginning of the winter trimester will receive course grades which are composed of the following elements:

- A student enrolling at midyear after successful completion of a half-year at another accredited secondary school will receive 25% for the partial winter trimester grade, 50% for the spring trimester grade, and 25% for the score received on the appropriate portion of the cumulative final examination.
- A 7th- or 8th-grade student enrolling at midyear after successful completion of a half-year at another accredited secondary school will receive 33% for the partial winter trimester grade, and 66% for the spring trimester grade.
- A student enrolling in the ninth through twelfth grades at the beginning of the winter trimester after successful completion of a trimester of work at another accredited secondary school will receive 33% for the winter trimester grade, 33% for the spring trimester grade, and 33% for the appropriate portion of the cumulative final examination.
- A 7th- or 8th-grade student enrolling at the beginning of the winter trimester after successful completion of a trimester of work at another accredited secondary school will receive 50% for the winter trimester and 50% for the spring trimester (grade average). Within the guidelines listed above, the teaching faculty at AIS-Salzburg is free to create individual, course- specific standards of assessment for the subjects they teach. Most teachers will determine a percentage weighting for written tests, quizzes, homework, research assignments, participation, etc., for each trimester. These



determinations will be made clear to all students at the beginning of the school year when the classes first meet. All students receive course outlines which include assessment procedures for the course. Parents may access this information by logging on to the PowerSchool® student information program with their valid password and login.

## XXII. Grade Point Average (GPA)

Grade-point averages are calculated at each grading period and a cumulative average is calculated at the end of each completed school year. AIS-Salzburg utilizes a weighted grade-point average formula whereby individual grade points for particular classes are multiplied by the potential credit of the course and then summed up and divided by the sum of the potential credits. Grade-point averages are expressed in three decimal places and are truncated (not rounded up). For promotion and graduation, AIS-Salzburg requires a minimum cumulative grade-point average of 1.500.

A cumulative grade-point average for a school year or total enrollment period can play a significant role in gaining admission to universities following graduation. Most universities and colleges in the United States, for example, require a minimum GPA of 3.000 for admissions consideration with the majority of GPAs below 3.000 being turned down. Further, class ranking in the senior year as well as honors are determined by cumulative grade-point average.

## XXIII. PowerSchool® Student Information System

The American International School-Salzburg utilizes the PowerSchool® online student information system for all marking, grading, attendance and all other student information record keeping. Upon enrollment, students and their parents or guardians are given access to this online program through a unique and confidential ID and password valid for the present school year. Within this online student information system, they are able to view all relevant and up-to-date academic grades and marks in all courses, attendance records, teacher and staff commentary, and contact information. Therefore, all students and their parents or guardians are aware of their academic standing and performance record at all times.

## XXIV. Academic Calendar

The academic year at AIS-Salzburg is composed of three trimesters of approximately 11 weeks length. A final examination period is scheduled at the end of the academic year for all students in grades 9 through 12, thus establishing a total school-year calendar of 34 weeks of instruction between the beginning of September and June.

AIS-Salzburg classes are held on every weekday throughout the academic year except during school-wide excursions and during the winter and spring vacation periods. The school holds classes on Austrian, American, and international holidays which fall on weekdays (Mondays through Fridays).

All students must depart AIS-Salzburg for three weeks for the winter holidays and for two weeks during the Spring Break. Grade reporting and the mailing of academic reports occur at the end of each trimester with warning of poor academic standing (an average of below 70 %), statements of account, and resident-care staff reports being sent midway through each trimester. Warning of poor academic standing may be sent to parents at anytime that the teaching faculty or administration feels it is necessary to do so. As the school year is concentrated, it is of critical importance that students maintain attendance at or above 80% in each class. No academic work can be made up for absences which are unexcused, such as early departure for vacation or late return.

## XXV. Attendance Requirement

It is expected that all AIS-Salzburg students honor all of their responsibilities and obligations punctually and without fail. Attendance in classes, study periods, evening study hall, sports practices, transportation departures, activities, assemblies, and other commitments represent an important aspect of meeting one's responsibilities to others in the school community. As such, we require that all students be held accountable for their obligations and learn timeliness and punctuality in preparation for living in a larger community upon graduation.

All students at AIS-Salzburg are expected to be present on the day classes begin, and to remain in school until vacation begins. The AIS-Salzburg administration, teaching faculty, and resident care staff believe that:

- Students can only take advantage of the expertise, guidance, and resources which constitute formal education while physically present in school.
- Academic success is directly related to high attendance rates.
- Performance on exams, tests, and quizzes is a result of teacher/student interaction.
- Regular attendance conveys respect for the instructor and his or her efforts on behalf of the student.
- Individual responsibility toward one's education is exemplified-first and foremost-by regular attendance in all classes.
- All students at AIS-Salzburg must be in attendance in all credit-bearing courses at least 80% of the total scheduled instructional time each trimester. Students who are not in attendance at least 80% of the class time will not receive credit. Not receiving credit will necessarily affect promotion and reception of the school diploma.

Frequent tardiness and all unexcused absences are treated as disciplinary infractions. Students may be checked out from school only to be with their parents, close relatives, or guardians during non-academic hours and only after prior approval and written request have been received. The school reserves the right to deny any request for departures or late returns to or from the school which compromise instructional time and are not the result of a family emergency or medical treatment. Teachers at AIS-Salzburg are under no obligation to supply homework assignments, make-up tests, or tutorials to students who are unexcused from their courses.

## XXVI. Course Listings and Descriptions

Please see our course listing on the school's website: [www.ais-salzburg.at](http://www.ais-salzburg.at)

## XXVII. College Placement

The American International School-Salzburg is a purely college-preparatory school and students are accepted who plan on attending college or university following graduation. The entire academic curriculum is designed to prepare students broadly and to the highest (AP®) level in all subject areas. Unlike most

European school systems, an American college-preparatory philosophy does not establish specialization in particular subject areas during the 11th and 12th grade similar to A-Levels or Higher-Level subjects in the International Baccalaureate system. However, students at AIS-Salzburg can choose to take Advanced Placement® level courses in all subject areas and, thereby, tailor their high-school transcripts for acceptance to the universities of choice.

The AIS-Salzburg college-placement counselor is responsible for assisting students in the college selection and application process. During the junior year, formal counseling of individual students is carried out by the college placement counselor. Applications to tertiary institutions are made during the 12th grade.

It is recommended that students visit universities they are interested in during the summer months between the junior and senior school year as time is limited during the academic trimesters. The AIS-Salzburg College Counselor is responsible for all standardized testing along with the School's Advanced Placement Coordinator.

AIS-Salzburg is a testing center for SAT and AP® Examinations and regularly-scheduled examinations are noted on our school calendar. Language testing is generally not done on campus and travel to the nearest testing center is coordinated and approved by the College Counselor ad hoc. Generally, SAT testing for juniors and seniors is organized at AIS-Salzburg in November, December and May of each year. All Advanced Placement Examinations are held during the first two full weeks of May each spring.

## XXVIII. Selected University Acceptances (most-recent class of graduates)

### U.S. Universities and Colleges

|                                  |                                           |                              |
|----------------------------------|-------------------------------------------|------------------------------|
| Boston University                | California State University, Santa Monica | Chicago Institute of Art     |
| Florida International University | Fordham University                        | George Washington University |
| Georgia Southern University      | Hofstra University                        | Marymount University         |
| Marquette University             | Manhattan College                         | New York University          |
| Northwestern University          | Pomona College                            | Rutgers University           |
| State College of Florida         | SUNY Stonybrook                           | University of Colorado       |
| University of Illinois           | University of Maryland                    | University of Massachusetts  |
| University of Miami              | University of Vermont                     | University of Virginia       |
| University of Washington         | Yale University                           |                              |

### Canadian Universities and Colleges

|                        |                         |                                |
|------------------------|-------------------------|--------------------------------|
| Carleton University    | McGill University       | Puget Sound University         |
| Queens University      | Simon Fraser University | University of British Columbia |
| University of Victoria |                         |                                |

### U.K. Universities and Colleges

|                            |                            |                            |
|----------------------------|----------------------------|----------------------------|
| Bournemouth University     | Coventry University        | Exeter University          |
| King's College             | London Kingston University | Leeds University           |
| Queen Mary University      | Regent's College           | SOAS London                |
| Suffolk University         | University College London  | University of Aberdeen     |
| University of Birmingham   | University of East London  | University of Edinburgh    |
| University of Glasgow      | University of Manchester   | University of St. Andrew's |
| University of Arts, London | University of Westminster  | York University            |

### Dutch Universities and Colleges

|                                         |                         |                                |
|-----------------------------------------|-------------------------|--------------------------------|
| The Hague University of Applied Science | Maastricht University   | Technical University Eindhoven |
| Tilburg University                      | TU Eindhoven            | University of Amsterdam        |
| University of the Hague                 | University of Groningen |                                |

### Other Universities and Colleges

|                                      |                               |                            |
|--------------------------------------|-------------------------------|----------------------------|
| American University of Paris (FRA)   | John Cabot University (Italy) | Bocconi University (Italy) |
| Technische Universität Wien (AUT)    | Universität Salzburg (AUT)    | Universität Wien (AUT)     |
| Warsaw University of Economics (POL) |                               |                            |

## Further Information

*For current course listings, academic calendar information, admissions materials, and related policies, please contact AIS-Salzburg or visit the school website.*

### **American International School-Salzburg**

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