



TUNG DER HIGH SCHOOL

DIPLOMA PROGRAMME

Admission Policy

The first edition in March, 2024

Mission Statement

Our mission at Tung Der High School is to empower students to become compassionate lifelong learners who will positively commit to becoming global citizens.

We dedicatedly strive to nurture inquiring minds, develop critical thinking skills and intercultural understanding, and most importantly foster a sense of responsibility towards our world. Over and above, we encourage students to always seek to be knowledgeable and humble individuals.

Consistently developing and implementing a balanced academic curriculum, we aim to cultivate a reflective and communicative learning environment for students and educators in our school.

School Philosophy

At Tung Der High School, we are dedicated to cultivating an inclusive and globally-minded learning community. We aim to create a conducive environment that provides students with opportunities to find joy and passion in learning.

Applying a constructivist and collaborative approach to inquiry-based teaching, we strive to nurture responsible, holistic lifelong learners capable of thriving in our rapidly changing and diverse society.

Through rigorous academic programs and a focus on character development, our mission is to empower students to become inquisitive, knowledgeable, and compassionate individuals.

General Principal

Tung Der High School embraces diversity and considers admissions for students without any bias toward race, gender, ethnic origin, or religion. Admission evaluations include a thorough review of records, past academic achievements, age, maturity, and successful completion of the school's entry assessments, assessing the student's readiness for the academic program.

Prospective students and their families applying to Tung Der High School are expected to endorse the school's values, emphasizing care for others, the development of self-discipline, and a sense of responsibility to the community. Decisions regarding admissions are collaboratively made by the Principal, the Vice Principal and the Program Coordinator.

Admission Process

Parents must confirm their understanding and acceptance of school policies, general regulations, and/or MoE regulations. Applicants should ensure the accuracy of submitted documents, which become the property of Tung Der High School and will not be returned.

Following an initial consultation, the following process will be observed:

Step 1: Submit Application and Supporting Documents

- Complete the application form for Tung Der High School.
- Provide identification: Taiwanese Citizen (copy of the applicant's passport)/Non-Taiwanese (copies of the applicant's passport and the Alien Resident Certificate).
- Prepare official transcripts or report cards from the previous two academic years.
- Submit authorization for two academic years' report cards if the previous school is located outside Taiwan.

Step 2: Review

- Upon receiving the documents, the admissions team will assess whether an interview and test can be arranged.
- If the applicant passes the review, we will contact the family to schedule an interview and test date.
- If the application is declined, the family will be notified by telephone, citing reasons such as low academic standing or limited language proficiency as indicated in the records.

Step 3: Interview and Testing

- An oral interview and written test are mandatory. Testing duration is normally a couple of hours. It might vary based on the applicant's requirements.
- An interview and test opportunity does not guarantee placement at Tung Der High School.
- All applicants will have an oral interview plus an English, Chinese, and Math test.

Step 4: Acceptance Decision

- Following testing, the interview, and a review of final documents, an acceptance decision will be reached. If not accepted, the family will be officially notified by telephone.
- Once accepted, parents will receive an admission package containing the Letter of Acceptance, Student Medical Information, and Student Enrollment

Information. Completion of these documents by a parent or guardian is mandatory for enrollment. All tuition and fees must be paid by the specified due date to secure a seat. Failure to meet the deadline will result in forfeiture of the student's enrollment, with placement on the waiting list.

Language Requirement

At Tung Der High School, English serves as the primary medium of instruction. Non-English first-language students applying to the international program are encouraged to submit an English language certificate at level B2 or its equivalent.

While language proficiency is a consideration, we also value students' motivation and characteristics during the admission process.

Conditional Admissions

Students falling short of credit requirements or needing additional support for specific needs may be eligible for conditional admission. The decision to grant conditional admission lies with the relevant Program Coordinator, in consultation with the Principal and Vice-Principal. Parents will be informed of enrollment conditions and are required to confirm their acceptance, acknowledging the terms and potential consequences if the student fails to meet the requirements.

Admission of Students During the Academic Year

Tung Der High School will admit students during the Academic Year, according to Taiwan MoE regulations and Tung Der High School policies. Admission during the school year is dependent on conditions that will vary according to the grade level of the student.

Parents Out of Taiwan

All enrolled students at Tung Der High School are required to have a local guardian accessible at all times. For a student to enroll or remain at the school, they must have at least one parent or guardian based in Taiwan. Should both parents plan to be away on a business trip or holiday, they must provide written notification to the school office, detailing the names of guardians, contact numbers, and addresses.

Class Placement Policy

Tung Der High School ensures a diverse mix of gender, ethnicity, academic, and language abilities in-class assignments. Parental influence on placement decisions is not permitted, and while requests can be submitted, all determinations by the Administration Team are

final. Changes to placements will be exceptional and made only when it is evidently in the student's best interests.

Retention of Students

At Tung Der High School, the practice of retaining students, which involves repeating a grade level, is not a common occurrence. However, there are situations where it may be deemed beneficial for the student. The Program Coordinator and teachers will engage in consultations with parents when considering retention. The final decision rests with the Program Coordinator in collaboration with the Vice-Principal and Principal.

Students Departing Tung Der High School

Students opting to leave Tung Der High School must fulfill all exit documentation requirements. Parents may choose to complete temporary departure documentation if they anticipate a possible return. Students with temporary departures can be readmitted without the need for a full student assessment. Those who have completed the temporary departure process will be given priority for placement upon returning to Tung Der High School.

Learning Support Needs

Tung Der High School accommodates students with mild learning support needs who can successfully engage in regular classrooms with limited assistance. While the school offers some specialized support services, it may be unable to cater to the needs of students requiring extensive support. Admissions decisions for students with learning support needs are determined by the school's administration, collaborating with the student counselor and the student's parents.

Parents of students with learning support needs are encouraged to reach out to the school before relocating to Taichung. Tung Der High School is committed to supporting and monitoring the progress of students with learning support needs. In cases where the school determines it cannot adequately meet a student's needs, parents may be asked to withdraw the student from the school.

Confidential Policy

Tung Der High School maintains strict confidentiality regarding applicant information, disclosing details only to the applicant and their parent/legal guardian. We do not entertain applications from educational agencies or consultants.

Review Cycle

The Admission Policy will be reviewed regularly as part of the Board's cycle of policy reviews, curriculum review cycle, and as part of the whole school improvement plan. The Leadership team will review the implementation of the policy and handbook in classrooms and throughout the school on a regular basis as part of the appraisal process.

Tung Der High School Admissions Policy underwent its latest update on March 8th, 2024. This policy is scheduled for review in a 2-year cycle or earlier in the event of significant changes at Tung Der High School or within the Taiwan Ministry of Education (MoE).