WELLINGTON COLLEGE
CHINA
惠灵顿（中国）

上海浦东新区民办惠立学校
HUILI SCHOOL SHANGHAI

大学升学及职业规划手册
Higher Education
and Careers Handbook
2023 – 24

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IB School Code

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国际升学指导协会成员校
IACAC International Association College and Counselor Member

爱丁堡公爵国际奖
International Award

国际学校理事会成员
Council of International Schools (CIS) member

从心，致远。BeYou. Be More.

大学升学及职业规划组
HIGHER EDUCATION AND CAREERS DEPARTMENT

欢迎致辞：

亲爱的家长们、同学们，

欢迎来到惠灵顿（中国）上海惠立学校大学升学及职业规划组。我们致力于支持、引导学生实现成功的高等教育和圆满的职业生涯。我们的愿景是为学生提供必备的学术知识、职业技能和专业指导，让他们对自己的未来道路做出明智的决定。我们相信只有培养全面发展、独立自主的人才，才能为未来的挑战和机遇做好准备。

我们的使命是在学生对高等教育进行探索、申请和决策的过程中为他们提供全面支持。我们努力培养学术卓越、个人成长和自我发现的校园文化。我们致力于通过一系列量身定制的项目、资源和个性化指导帮助学生掌握必备技能，以自信地追求激情、实现抱负。升学组由经验丰富的专业老师组成，并通过与学生、家长和老师们紧密合作，确保每个学生能够充分发掘自身的独特优势并使其最大化。上海惠立学校致力于引导学生实现人生梦想，成为未来的职场领袖。

Welcome Letter:

Dear Parents and Students,

Welcome to the Higher Education and Careers Department at Wellington College China Huili School Shanghai, where we are dedicated to supporting students in their journey towards successful higher education and fulfilling careers. Our vision is to empower students with the knowledge, skills, and guidance necessary to make informed decisions about their future pathways. We believe in nurturing well-rounded individuals who are prepared for the challenges and opportunities that lie ahead.

Our mission is to provide comprehensive support to students throughout their higher education exploration, application, and decision-making process. We strive to foster a culture of academic excellence, personal growth, and self-discovery. Through a range of tailored programmes, resources, and individualised guidance, we aim to equip our students with the necessary tools to confidently pursue their passions and aspirations. Our dedicated team of experienced professionals work closely with students, parents, and educators to ensure that each individual's unique strengths and goals are identified and maximised. At Wellington College China Huili School Shanghai, we are committed to helping our students achieve their dreams and become future leaders in their chosen fields.

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1.0 概述
UNIVERSITY GUIDANCE AT HUILI SCHOOL SHANGHAI

升学组致力于通过独特的中西方融合课程引导学生走向成功的未来，为学生探索未来高等教育和职业选择创造协作性高、信息丰富和安全的空间。升学组为学生提供各种学习和独立发展的机会。其使命是培养沟通和社交技能精湛的全球领袖，建立有利于跨文化理解和发展国际化视野的环境。惠立大学升学及职业规划组为学生提供探索未来的可能性和机会，同时帮助他们在八年级、十年级和十二年级的关键转折时期做出正确的选择。在幸福课和自习课上，学生将有机会学习升学与职业课程，重点探索自己的技能与兴趣，思考未来可能从事的职业，从而找到契合理想的大学。大学升学及职业规划组通过一对一面谈和工作坊形式，为学生提供有关IGCSE选课、IBDP选课以及大学择校的专业建议。大学升学及职业规划组每年将邀请各行各业的专家和大学招生官到校参加相关学生活动，并组织学生前往多家公司进行实地考察。

The University Guidance team is committed to preparing students for a successful future in an increasingly globalised society through an integrated Chinese and international-style curriculum. It is committed to creating a collaborative, informative and safe space for students to explore future higher education and career options. The Huili guidance team provides students with various opportunities to learn and develop independently. The mission is to develop global leaders with strong communication and social skills as well as establishing an environment conducive to the development of cross-cultural understanding and an international outlook. The Higher Education and Careers programme at Huili supports students in exploring possibilities and opportunities for their future, while helping them with making choices at key transitions points in Grade 8, 10 and 12. There is a formal curriculum, delivered during wellbeing lessons and prep time, that focuses on students' exploration of their skills and interests, as well as research into possible careers and university destinations. The Higher Education and Careers team assists pupils with their subject choices for IGCSE, IBDP and university, through lessons, 1-2-1 counselling sessions and workshops. Visiting speakers from industry and universities are organised throughout the year, as well as field trips to a range of companies.
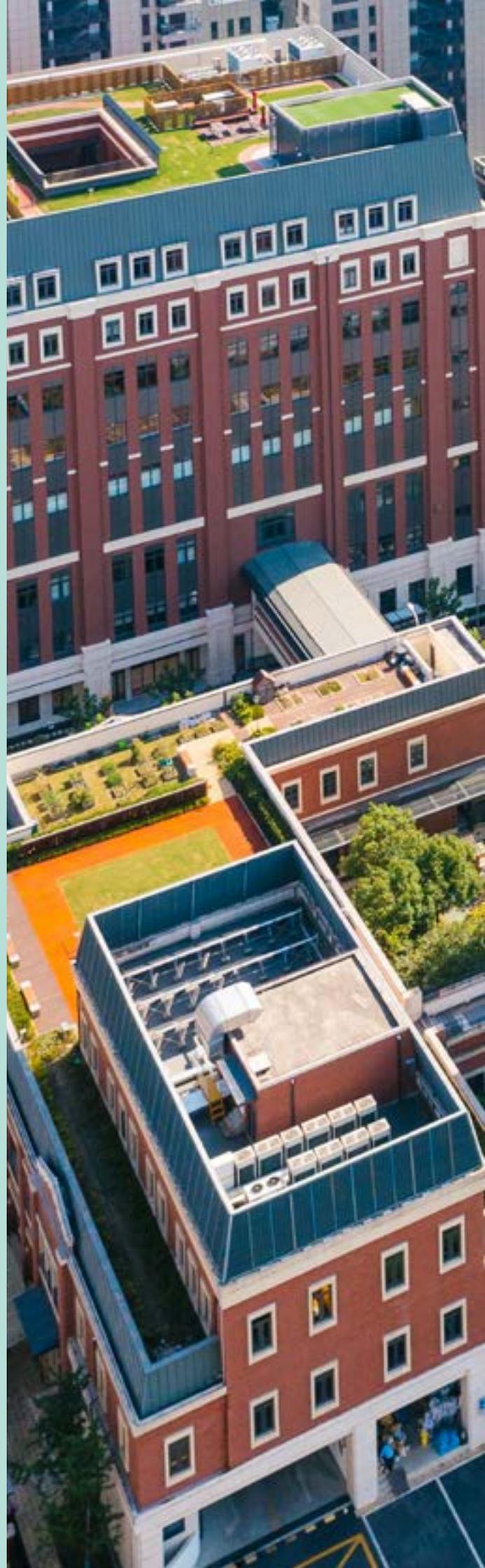
大学升学及职业规划组
办公室和人员配置
Higher Education and Careers Office & Staff

The Higher Education and Careers Office is in the South building in S714.

Alyssa Casallo

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大学升学及职业规划组长

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2.0 大学探索
THE COLLEGE SEARCH PROCESS

2.1 五年升学规划 Five Year Roadmap

基于惠立五大价值观，"五年升学规划"旨在通过独特的、国际化的学习生涯规划项目，帮助学生完成高要求的大学申请。为了提供系统化的指导和支持，上海惠立学校制定了完整周密的时间表。学校认为提前进行升学准备十分重要，因此会引导学生在中学阶段就开始进行大学探索和自我反思。时间表包含了学生在高中各阶段的重要事件，如大学信息分享会、标准化考试准备以及创建适合自己的大学选校清单。上海惠立学校确保每一名学生均会获得针对个人陈述写作、入学面试以及申请材料准备等方面的指导。时间表还包括了与升学老师进行定期面谈的时间安排，以跟踪学生升学进展、及时解决问题并提供个性化建议。通过制定上述时间表，上海惠立学校希望以此帮助学生获得高效完成大学申请流程的能力，并对未来教育做出明智的决策。

The "Five Year Roadmap" seeks to prepare all students for the rigours of the HE application process and is a truly unique, internationally focused, career programme, founded on the holistic values of Huili School Shanghai. Huili School Shanghai has implemented a well-thought-out university application timeline that provides students with structured guidance and support throughout the process. The school understands the importance of early preparation and starts by introducing students to university exploration and self-reflection in their early years of secondary school. As students progress through the secondary school, the timeline includes milestones such as college fairs, standardised test preparation, and assistance with creating a balanced list of potential universities. Huili School Shanghai ensures that students receive guidance on writing compelling personal statements, preparing for interviews, and gathering necessary documents. The timeline also includes regular check-ins and meetings with college counsellors to track progress, address concerns, and provide individualised advice. By implementing this comprehensive timeline, Huili School Shanghai empowers its students to effectively navigate the university application process and make well-informed decisions about their future education.

八年级

这一年将重点关注:

- 选择**IGCSE**科目。
- 探索**个人优势**和**兴趣**,参加课外活动。
- 和升学老师共同开启**职业规划课程**。

九年级

这一年将重点关注:

- **探索优势和兴趣:** 学生在心理测试的帮助下确定个人优势和兴趣。探索个人优势和兴趣,参加课外活动。
- **描绘个人经历:** 学生了解大学/企业看重的关键技能和品质。我们鼓励学生参加各类活动,并实时更新电子档案,以提高大学申请的质量。
- **职业探访:** 学生有机会探访不同行业并进行实地考察,以帮助他们确认对于特定行业的兴趣。
- **职业规划课程:** 学生继续学习职业规划课程,进一步深入了解他们的职业兴趣、个人优势以及与大学的适配度。
- **大学展会和招生官来访:** 我们鼓励学生多多参加大学展会,并与招生人员交谈,探讨他们可能适合的大学。

Grade 8

In this year the focus is:

- Choosing **IGCSE** subjects.
- Identifying **strengths** and **interests** and building students' experience of extracurricular activities.
- **Careers lessons** - Students begin their careers lessons with their university counsellor.

Grade 9

In this year the focus is:

- **Identifying strengths and interests** - Students identify strengths and interests with the help of psychometric profiling.
- **Mapping attributes** - Students learn about the key skills and attributes valued by universities / employers. They are encouraged to participate in a range of activities and start building up an online portfolio to enhance future applications.
- **Careers trips** - Students are taken to an array of different companies and do a field visit to see if this is a possible career interest.
- **Careers lessons** - Students continue with their careers curriculum to further delve into their career interests, strengths, and university fit.
- **University fair and admissions officer visits - Students are encouraged to attend a range of universi**ty visits and speak with admissions officers to explore their possible university fit.

十年级

这一年将重点关注:

- 选择**IBDP科目**。
- **职业探索:** 学生将自己的优势/兴趣与未来可能从事的职业联系起来,并学习相关的科目。
- **职场知识:** 学生了解全球就业形势的变化以及发展灵活技能的必要性。所有学生都要撰写自己的简历,尝试维护积极的网络形象并学习了解其重要性。此外,学生将参加惠立的年度职业日,在那里他们将与著名企业进行模拟面试。
- **标准化考试:** 学生开始准备标准化考试,如ACT / SAT,以及语言考试,如托福、雅思或多邻国。
- **夏校项目:** 学生与升学老师定期会面,规划他们的暑期课外活动计划。
- **大学展会和招生官来访:** 学生继续学习职业规划课程,进一步探索自己的职业兴趣,了解不同的课程和大学以及专业/学科。我们将继续鼓励学生参加各种大学展会,并通过与招生官交流,探索适配的理想大学。

Grade 10

In this year the focus is:

- Choosing **IBDP subjects**.
- **Career exploration** - Students link their strengths / interests to possible careers and learn what subject are needed to follow pathways.
- **The world of work** - Students learn about the changing nature of global employment and the need to develop flexible skills. All students compile a CV /resumé and learn the importance of maintaining a positive online profile and attend Huili's annual Careers Day where they do mock interviews with high profile companies.
- **Standardised tests** - Students begin preparing for their standarised tests such as ACT/SAT and language exams such as TOEFL, IELTS, or Duolingo.
- **Summer programmes** - Students work closely with their university counsellor to build their summer extracurricular programme.
- **Careers lessons** - Students continue with their careers curriculum to further delve into their career interests, understanding different curriculums and university, and majors/subjects.
- **University fair and admissions officer visits** - Students continue to be encouraged to attend university visits and speak with admissions officers to explore their possible university fit.

十一年级

这一年将重点关注：

- **大学申请：** 惠立的学生自11年级正式启动大学申请。家长和学生需要签署大学升学诚信承诺书。
- **学科探索：** 我们鼓励学生通过课外学习更深入地探索学科。特定的CCA为学生的职业/学科发展提供额外支持，如医学和法律。
- **战略规划：** 学生学习战略规划的重要性，并为自己的最后两年制定一个行动计划。他们将被指导如何制定适当的战略，以参加SAT和ACT等入学考试。
- **大学探索：** 学生利用各类资源进行深入研究，以产生一份可供选择的名单，并收集有关录取过程和政策的信息。
- **入学考试支持：** 学生将在11年级参加托福、雅思、多邻国、SAT或ACT考试。
- **职业规划课程：** 学生将了解不同的申请系统，了解个人陈述和其他申请文书的写作技巧。学生在暑假结束前会收到个人陈述的一稿反馈。
- **面试支持：** 学生开始使用initialview进行面试准备。任课老师和升学老师会共同指导学生准备面试。
- **推荐信流程：** 学生按照推荐信规定流程向任课老师提出申请。学生最多能请两位老师书写推荐信。

十二年级

这一年将重点关注：

- **最终确定大学申请选校表：** 升学老师根据IB预估分和其他相关信息为学生提供选校建议，并确定最终递交申请的大学。
- **提交申请：** 学生与升学老师保持密切联系，在CIALFO系统中提交申请。
- **后期支持：** 学生将获得关于入学测试、模拟面试和接受录取通知书方面的指导。最后，学生通过参加财务规划和签证等主题的会议，为过渡到大学做准备。
- **跨文化体验：** 通过研究并组织项目式的课程，学生们将感受特定的文化差异，以此提前适应海外生活。

Grade 11

In this year the focus is:

- **University application process** - Huili students officially kick-off the application process at the start of Grade 11. Huili parents and students are expected to sign the Parent-Student Consent form regarding the HE department policies for university applications.
- **Subject exploration** - Students are encouraged to explore subjects in greater depth through super-curricular study. Specific CCAs provide extra support for career / subject pathways such as Medicine and Law.
- **Strategic planning** - Students learn the importance of strategic planning and develop an action plan for their final two years. They are helped to formulate an appropriate strategy for taking admissions tests such as SAT and ACT.
- **University exploration** - Students undertake in-depth research using resources to produce a shortlist of choices and collect information about admission processes and policies.
- **Admissions test support** - Students will sit their TOEFL, IELTS, Duolingo, SAT, or ACT tests in Grade 11.
- **Careers lessons** - Students learn about different application systems and are shown how to write excellent personal statements and college essays. Students receive feedback on a draft of their application before the summer holidays.
- **Interview support** - Students begin their interview prep using InitialView. Students will work with specific subject teachers and their university counsellors to help prepare for their interviews.
- **Letter of recommendation protocol** - Students begin the letter of recommendation protocol that is in place at school. Students will ask at a maximum of two teachers for letters of recommendation.

Grade 12

In this year the focus is:

- **Finalising university choices** - Students are advised which universities to apply to, and when, based on IB predicted grades and other relevant data.
- **Submitting applications** - Students work closely with their university counsellor to submit their applications in the CIALFO system.
- **Post-application support** - Students receive help with admissions tests and are provided with mock interviews and guidance on replying to offers. Finally, students prepare for the transition to university by attending sessions on topics such as financial planning and visas.
- **Pre-shock programme** - Students go through a specialised pre-shock programme curated through research and run using project-based curriculum to help students acclimatise before heading to their destination overseas.

五年升学规划

时间	八年级	九年级	十年级
秋季	• 参加大学信息分享会 • 体育类申请人准备	• 认真学习IGCSE课程 • 11月参加IGCSE考试 • 参加课外活动并创建活动列表 • 参加大学信息分享会 • 认真学习中考科目 • 体育类申请人准备 • 艺术类和音乐类申请人开始准备作品集	• 认真进行校内课业学习 • 英语阅读和词汇积累 • 学术研究能力培养 • 参加托福或雅思培训 • 1月初期末考试 • 有计划参加学校课外活动（2-3个）
寒假	• 放松 • 阅读	• 阅读 • 探索学术兴趣	• 参加托福或雅思培训 • 参加托福或雅思考试 • 参加校外社会活动 • 根据个人情况，完成夏校申请
春季	• IGCSE选课 • 参加大学信息分享会 • 体育类申请人准备	• 认真学习IGCSE课程 • 准备语言能力考试（托福、雅思、多邻国） • 申请夏校 • 认真准备中考 • 体育类申请人准备 • 艺术类和音乐类申请人开始准备作品集	• 认真进行校内课业学习 • 英语阅读和词汇积累 • 学术研究能力培养 • 4月下旬完成IB选课 • 5月末6月初期末考试 • 有计划参加学校课外活动（2-3个）
暑假	• 阅读 • 参加课外活动	• 参加校外活动或夏校	• 暑假结束前至少参加一次托福或 雅思考试（目标100分/7分） • 参加校外社会活动和夏校 • 参加SAT/ACT培训（托福90+，雅思6.5+） • 8月参加SAT考试
升学目标	八年级，开始参加生涯课。探索自己真实的性格特征。	九年级，主要关注IGCSE学习、课外活动、研究项目、学术竞赛、了解ACT/SAT考试、准备托福雅思考试。为高中生活做准备。	十年级，开始了解国外不同国家的大学的基本情况以及国外大学录取的构成要素，规划自己高中阶段的学习生活，了解职业发展相关信息。

十一年级	十二年级
• 认真进行IB课业学习 • 10月进行第一轮CAS面试 • 12月完成EE开题 • 根据学科老师要求，进行IA准备 • 进行托福/雅思和SAT/ACT学习 • 部分同学参加10月/12月SAT考试，9月/10月 • /12月ACT考试 • 有计划参加学校课外活动和CAS社团，定期 完成反思文章	• 认真进行IB课业学习 • 参加10月SAT考试，9月/10月ACT考试 • 完成大学申请，时间参考如下： • 10月15日：牛津&剑桥 • 11月：早申请 (ED)&早行动(EA) • 11月30日：加州大学系统截止 • 1月：大部分学校截止日期 • 有计划参加学校课外活动和CAS社团，定期完成反思文章
• 进一步学习托福/雅思和SAT/ACT • 参加校外社会活动 • 根据个人情况，完成夏校申请	• 如需要，根据申请大学的要求，补充相关材料
• 认真进行IB课业学习 • 5月或6月进行第二轮CAS面试 • Second CAS interviews in May and June • 6月提交EE3000词初稿 • 4月完成个人简历初稿 • 根据学科老师要求，进行IA准备 • 建议3月/5月参加SAT考试，4月/6月参加ACT考试 • 有计划参加学校课外活动和CAS社团，定期完成 • 反思文章 • 参加托福/雅思考试	• 认真进行IB课业学习 • 2-4月:陆续收到录取结果 • 5月：IB统考 • 6月：毕业典礼 • 完成CAS结项
• 暑假结束考到理想托福或雅思成绩 • 参加校外社会活动和夏校 • 准备申请素材和相关材料 • 完成择校列表 • 完成申请文章初稿 • 8月参加SAT考试	• 办理签证及完成体检等相关大学入学准备
十一年级，了解自己意向国家的大学信息，详细考虑自己的择校要求、所学专业和未来从事行业的倾向，合理安排校内学习、课外活动和标准化考试的时间，提高自己时间管理能力。按计划完成个人简历，确定推荐信老师，初步择校列表。	十二年级上学期按时递交申请，保持跟学校的联系，参加面 试，确认申请材料的完整。十二年级下学期拿到录取，确认所去学校后，完成入学相关手续。十二学业完成之后，递送最终完整成绩单给所选院校。

5 YEAR ROAD MAP

Timeline	Grade 8	Grade 9	Grade 10
Semester 1	• Attend Univeristy webinars • Student atheletes preparation	• Focus on IGCSE subject studies • IGCSE exams in November • Build extra curricular activities • Attend Univeristy webinars • Study ZhongKao subjects • Student atheletes preparation • Arts/Music profile preparation	• Focus on IGCSE // Choose IBDP Subjects • English reading and vocabulary building • Academic research skills development • Take TOEFL or IELTS training • Participate in 2-3 extracurricular activities at school under the guidance of counsellors • Student atheletes preparation • Arts/Music profile preparation
Winter Break	• Have fun • Reading	• Read as much as you can • Explore your academic interest	• Take TOEFL or IELTS training • Sit the TOEFL or IELTS exam (target 90/6.5) • Participate in off-campus social activities • Submit summer school applications based on individual circumstances
Semester 2	• Choose IGCSE subjects • Attend Univeristy webinars • Student atheletes preparation	• Focus on IGCSE subject studies • Prepare for Toefl /IELTS /Duolingo • Apply for Summer Preparation Programme • Study ZhongKao subjects • Student atheletes preparation • Arts/Music profile preparation	• Focus on in-school coursework • English reading and vocabulary building • Academic research skills development • IB course selection in late February • IGCSE exams from May to June • Participate in 2-3 extracurricular activities at school under the guidance of counsellors • Student atheletes preparation • Arts/Music profile preparation
Summer Vacation	• Read as much as you can • Participate in extra curricular activities extensively	• Participate in off-campus social activities and summer schools	• Sit at least one TOEFL or IELTS test (target 100/7.0) by the end of the summer vacation // have fun • Participate in off-campus social activities and summer schools • Take SAT/ACT training (if TOEFL 90+, IELTS 6.5+)
Goal	In Grade 8, you will begin to join the careers lessons and start to explore your personalities.	In Grade 9, you need to focus on IGCSE subject studies, extracurricular activities, research, competitions, ACT/ SAT prep, and TOEFL/IELTS to prepare for your high school life.	In Grade 10, you will begin to have a basic knowledge about universities in different countries abroad and learn the admissions requirements, plan your high school life, and get information about career development.

Grade 11	Grade 12

• Focus on IB curriculum
• First CAS interviews in October
• Submit EE proposal in December
• Prepare for IA as requested by subject teachers
• Study for TOEFL/IELTS and SAT/ACT
• Some students sit the ACT tests in September/October/December
• Participate in extracurricular activities and CAS clubs, and complete regular reflections
• Student atheletes preparation
• Arts/Music profile preparation
	• Focus on IB coursework
	• Submit final EE draft in September
	• Some students sit the ACT tests in September/October
	• Complete applications:
	  15 Oct: Oxbridge
	  Nov: ED&EA
	  30 Nov: Deadline for University of California
	  Jan: Deadlines for almost all universities
	• Participate in extracurricular activities and CAS clubs, and complete regular reflections

• Further study for TOEFL/IELTS and SAT/ACT • Participate in off-campus social activities • Submit summer school applications based on individual circumstances	• Submit additional documents based on university's requirements if necessary
• Focus on IB coursework • Second CAS interviews in May and June • Extended Essay 3000 words initial draft in June • Finish the first draft of CV in April • Prepare for IA according to subject teachers' requirements • Suggest to take ACT in April/June • Participate in extracurricular activities and CAS clubs and complete regular reflections • Take TOEFL/IELTS exams • Student atheletes preparation • Arts/Music profile preparation	• Focus on IB coursework • Feb to Apr: receive offers • May: IB exams • Jun: Graduation ceremony • Third and final CAS interviews
• Get your ideal TOEFL or IELTS score by the end of the summer vacation • Participate in off-campus social activities and summer schools // have fun • Prepare application materials and related documents • Build your school list • Complete first draft of Personal Statement	• Visa application and prepare for studying abroad
In Grade 11, begin to learn the information of universities in your intended countries. Take entry requirements, majors and careers into consideration when selecting universities. Improve your time management abilities to allocate proper time to academic studies, activities and standard tests. Start to draft CV, ask for teacher recommendations, and build a preliminary school list.	In the first semester of Grade 12, you will submit your application on time, keep in touch with your school, attend interviews, and make sure you submit all the required documents. In the second semester of Grade 12, you will receive your offers and accept one, and complete the enrollment process. After completing Grade 12, submit your final and complete transcripts to the university you are enrolled in.

2.2 选拔 Selectivity

世界各地的大学在学生选拔方面有所不同，这是指其录取过程中的竞争程度。选拔难度是由学术要求、标准化考试成绩、课外活动成绩和其他标准等因素决定的。学生和家长必须明白，选拔难度不应该是学生选择大学的唯一决定因素。相反，学生应该专注于寻找与自己的兴趣、目标和学习风格相一致的 "合适的大学"。寻找适合的大学可以使学生进入有利于学术、社交和个人发展的环境。寻找适合的大学的过程中，学生有机会追求自己的兴趣、参与有意义的活动，并为他们未来的职业发展培养必要的技能和知识。归根结底，在接受高等教育的过程中，学生应该优先考虑找到一所有利于全面成长和成功的大学。

Universities around the world vary in terms of their selectivity, which refers to the degree of competitiveness in their admissions processes. Selectivity is determined by factors such as academic requirements, standardised test scores, extracurricular achievements, and other criteria. It is essential for students and parents to understand that selectivity should not be the sole determinant of choosing a university. Instead, they should focus on finding the right "university fit" that aligns with the student's interests, goals, and learning style. Seeking a university fit ensures that students are in an environment where they can thrive academically, socially, and personally. It allows them to pursue their passions, engage in meaningful experiences, and develop the necessary skills and knowledge for their future careers. Ultimately, the journey towards higher education should prioritise finding a university that provides the best overall fit for the student's holistic growth and success.

2.3 声誉 Reputation

世界各地大学的声誉是通过各种指标和标准来衡量的。这些指标和标准将会影响学校的排名和评价。衡量声誉的常见因素包括学术质量、研究产出、教师专业知识、校友成就、学生满意度和全球认可度。对于家长来说，应充分认识到排名不是唯一判断学校是否适合自己的孩子的要素。他们应该综合考量多种信息以判断某所大学是否能够满足学生的需求、是否与学生的愿景相一致。学生和家长可以通过研究大学的课程设置、师资力量、职业规划服务、实习机会、校园文化和校友网络等信息来判断。与大学在读生、惠灵顿（中国）成员学校校友和升学老师进行交流有助于深入了解某所大学的优势和劣势。可靠的外部信息来源和个人看法可以帮助家长可以做出明智的决定，并为他们的孩子匹配到最适合的大学选择。

The reputation of universities around the world is measured using various metrics and criteria, which can lead to different rankings and perceptions. Some common factors considered in measuring reputation include academic quality, research output, faculty expertise, alumni success, student satisfaction, and global recognition. It is important for parents to recognise that rankings alone may not provide a complete picture of a university's suitability for their child. Instead, they should use multiple sources of information and consider various aspects that align with their child's needs and aspirations. This may include researching the university's programme offerings, faculty qualifications, careers services, internship opportunities, campus culture, and alumni network. Engaging in conversations with current students, Wellington College China alumni, and academic advisors, can provide valuable insights into the university's strengths and weaknesses. By utilising a combination of reputable sources and personal assessments, parents and students can make informed decisions and identify the best-suited university for their educational journey.

2.4 CIALFO

CIALFO是上海惠立学校使用的大学申请平台。它不仅可以作为强大的升学工具和数据库，也可以助力学生简化大学申请程序，帮助学生匹配适合的大学。CIALFO允许学生收集和存储他们的各项材料、成绩单、推荐信和大学申请所需的其他基本材料。CIALFO是学生申请材料的集中存储中心，具有操作简便和易于访问的特点。此外，CIALFO还提供丰富的资源和信息，便于学生获得相关大学信息。它还提供了一个全球大学的数据库，使学生能够探索不同的学院及其课程、入学要求，甚至与校友获得联系。CIALFO是学生有效完成大学申请的宝贵资源，可以帮助学生在选择未来教育机会时做出明智的决定。升学组每学年初将开展家长工作坊，并指导家长开设CIALFO账户。

At Huili School Shanghai, we are excited to introduce CIALFO as a powerful tool and database to streamline the university application process and support students in their college search. CIALFO is a comprehensive platform that allows students to collect and organise their documents, transcripts, recommendations, and other essential materials required for university applications. It simplifies the process by providing a centralised repository for all application-related documents, ensuring efficiency and ease of access. Additionally, CIALFO offers a wealth of resources and information to aid students in their college search process. It provides a database of universities worldwide, allowing students to explore different institutions, their programmes, admissions requirements, and even connect with alumni. CIALFO serves as a valuable resource, empowering our students to navigate the university application journey effectively and make informed decisions about their future education.

2.5 独立升学指导/留学机构
Independent Counsellors/Agents

上海惠立学校为学生提供完整的升学支持。学校不建议学生聘用校外留学机构，但学校尊重家庭的选择权。然而，需要强调的是，所有的申请工作必须由学生独立完成，以保证大学申请的真实性。我们强烈反对抄袭或借助外力过度包装个人的申请材料，一经发现此类情况，学校有义务如实反馈给相关大学。此外，为了确保申请材料真实、准确地反映出学生的能力和成就，同时强化升学的诚信和公平特征，惠立学校将负责向大学提供所有正式文件。

At Huili School Shanghai, we believe in providing comprehensive support to our students throughout their university application process. While we do not recommend the use of independent external counselors and agents, we respect the families' prerogative in making their own choices. However, we emphasise that all application work must be the authentic and independent effort of the student. We will not accept plagiarism or excessive editing by external individuals. In cases where the school identifies any evidence of plagiarism or excessive external editing, we reserve the right to inform the universities involved. Furthermore, to ensure consistency and accuracy, our dedicated Huili counsellors will be the sole individuals responsible for submitting all final documents and applications to universities. This ensures that the materials sent to universities are a true representation of the student's abilities and achievements, reinforcing our commitment to integrity and fairness in the application process.

2.6 家长和学生必须参加升学面谈
Mandatory Parent-Student Counsellor Meetings

为保证学生获得大学申请的全面支持，八至十二年级家长必须参加学校举行的家长学生升学面谈。学校将在确定具体时间后通知家长。会议通常将持续30分钟，由家长、学生和升学指导共同回顾学生学习进展、探索潜在职业方向并解决阶段性问题。每位学生将被分配专属的升学老师。除了升学面谈外，升学组也欢迎家长和学生随时预约升学老师进行交流，以获得更多个性化的指导。此外，所有学生和家长都可以选择与大学升学及职业规划组长单独进行面谈。虽然学生需要与自己的升学老师保持密切联系，但在告知自己的升学老师的前提下，他们也可以从其他升学老师那里寻求额外的指导。需要注意的是，所有的工作和随后的会议应主要与自己的升学老师展开，以确保升学规划的一致性和整体性。

To ensure comprehensive support throughout the university preparation process, Huili School Shanghai has implemented mandatory parent-student counsellor meetings from grade 8 to grade 12. These meetings, scheduled at specific times communicated by the school, are expected to last for 30 minutes. These mandatory conferences provide an opportunity for parents, students, and counsellors to discuss academic progress, explore potential career paths, and address any concerns or questions. In addition to the mandatory meetings, parents and students are welcome to book ad-hoc meetings with their designated counsellor for more personalised guidance. Furthermore, all students and parents have the option to schedule a separate meeting with the Head of the Higher Education and Careers Department. While students are required to work closely with their assigned counselor, if they wish to seek supplementary guidance from another counsellor, they must inform their designated counsellor. However, it is important to note that all work and subsequent meetings should primarily be conducted with the assigned counsellor, ensuring consistency and a holistic approach to each student's higher education journey.

八年级 GRADE 8	
以课外拓展和IGCSE选课面谈为关注重点 **Focus on extracurricular explorations and IGCSE meetings**	
第一学期 Semester 1	第二学期 Semester 2
职业规划课第一单元 Careers Unit 1	
学生与升学老师进行IGCSE选课面谈 Student Counsellor IGCSE Meetings	
家长、学生、升学老师第一次面谈 Parent/Student Counsellor Meeting 1	

九年级 GRADE 9	
以课外活动、科研项目、学术竞赛、ACT/SAT备考和托福、雅思等为关注重点 **Focus on extracurricular activities, research, competitions, ACT/SAT prep, TOEFL/IELTS**	
第一学期 Semester 1	第二学期 Semester 2
职业规划课第一单元 Careers Unit 1	学生、升学老师第二次面谈 Student Counsellor Meeting 2
学生与升学老师进行IGCSE选课面谈 Student Counsellor Meeting 1	家长、学生、升学老师第二次面谈 Parent-Counsellor Meeting 2
家长、学生、升学老师第一次面谈 Parent/Student Counsellor Meeting 1	关于职业体验的实地考察 Careers Field Trip

十年级 GRADE 10	
以课外拓展和IGCSE选课面谈为关注重点 **Focus on extracurricular activities, research, competitions, ACT/SAT prep, TOEFL/IELTS**	
第一学期 Semester 1	**第二学期 Semester 2**
职业规划课第一单元至第四单元 Careers Unit 1-4	职业规划课第五单元至第八单元 Careers Unit 5-8
学生、升学老师第一次面谈 Student Counsellor Meeting 1	学生、升学老师第二次面谈 Student Counsellor Meeting 2
家长、学生、升学老师第一次面谈 Parent/Student Counsellor Meeting 1	家长、学生、升学老师第二次面谈 Parent-Counsellor Meeting 2
	ACT GAC 1

十一年级 GRADE 11	
以选校表、个人陈述、补充文书、推荐信、面试、ACT/SAT考试、托福、雅思等为关注重点 **Focus on extracurricular activities, research, competitions, ACT/SAT prep, TOEFL/IELTS**	
第一学期 Semester 1	**第二学期 Semester 2**
职业规划课第一单元至第四单元 Careers Unit 1-4	职业规划课第五单元至第八单元 Careers Unit 5-8
学生、升学老师第一次面谈 Student Counsellor Meeting 1	学生、升学老师第二次面谈 Student Counsellor Meeting 2
家长、学生、升学老师第一次面谈 Parent/Student Counsellor Meeting 1	家长、学生、升学老师第二次面谈 Parent-Counsellor Meeting 2
ACT GAC 2	
ACT 考试	
大学申请流程公布 College Application Process Launch	

十一年级 GRADE 12	
以递交全部大学申请、奖学金申请、面试、签证、毕业前跨文化体验等为关注重点 **Focus on sending all college applications, scholarships, interviews, visa help, pre-boarding before graduation**	
第一学期 Semester 1	**第二学期 Semester 2**
职业规划课第一单元至第四单元 Careers Unit 1-4	职业规划课第五单元至第八单元 Careers Unit 5-8
学生、升学老师第一次面谈 Student Counsellor Meeting 1	学生、升学老师第三次面谈 Student Counsellor Meeting 3
学生、升学老师第二次面谈 Student Counsellor Meeting 2	家长、学生、升学老师第二次面谈 Parent-Counsellor Meeting 2
家长、学生、升学老师第一次面谈 Parent-Counsellor Meeting 1	
递交大学申请+面试+签证 Send College Application + interview + Visa	
	毕业典礼 Graduation/Prom

3.0 大学升学及职业规划
HUILI HIGHER EDUCATION AND CAREERS DEPARTMENT PROVISIONS

3.1 职业探索日 Careers Day

职业探索日是上海惠立学校中学部学生非常期待的年度活动。职业探索日让学生有机会接触来自不同行业的专家，并获得关于不同职业道路的宝贵见解和指导。在职业探索日当天，我们将邀请行业专家发表精彩演讲，分享他们的经验、知识和专长。学生们也有机会参加由各司的人力资源代表主持的真实模拟面试。这种身临其境的体验使学生能够练习和提高他们的面试技巧，获得宝贵的反馈和见解。职业探索日是一项持续的、有助于丰富教育和职业经历的活动。学生在职业探索日获得的知识和经验将有助于他们在未来做出明智的决定。通过弥合课堂学习和现实专业经验之间的差距，我们将努力为学生的成功和充实的职业生涯夯实基础。

Huili School Shanghai takes pride in organising an annual Careers Day, a highly anticipated event for our secondary school students. This dedicated day serves as a platform to connect students with professionals from various industries, providing valuable insights and guidance about different career paths. During Careers Day, we invite industry experts to deliver engaging lectures, sharing their experiences, knowledge, and expertise. Students also have the opportunity to participate in real-life mock interviews conducted by HR representatives from participating companies. This immersive experience allows students to practice and refine their interview skills, gaining valuable feedback and insights. The Careers Day initiative is an ongoing effort to enrich our students' education and career pathways, empowering them to make informed decisions about their future. By bridging the gap between classroom learning and real-world professional experiences, we strive to prepare our students for successful and fulfilling careers.

3.2 惠立职业系列讲座 Careers Talk

上海惠立学校开发了 "职业系列讲座"项目，旨在为学生提供关于各种职业和行业的第一手信息。在特定的职业规划课上，我们会邀请来自不同专业背景的嘉宾与学生分享他们的求学和工作经验，分析行业需要的专业知识。学生可以向嘉宾提问，从而获得宝贵的见解，并对不同的职业道路有更深入的了解。职业规划系列讲座将学生与不同领域的专家直接连结起来，让学生获得合理规划职业道路的知识与能力。职业规划讲座也有助于学生探索兴趣、丰富知识，并形成对职业愿景的清晰认知。

At Huili School Shanghai, we have developed an engaging program called Careers Talk, designed to provide our students with firsthand insights into various careers and industries. During dedicated Careers lessons, we invite guest speakers from different professional backgrounds to share their experiences and expertise. This interactive platform allows students to ask personal questions, gaining valuable insights and a deeper understanding of different career paths. By connecting our students directly with professionals, Careers Talk empowers them to make informed decisions about their own future pathways. This program serves as a valuable resource, helping students explore their interests, expand their knowledge, and develop a clearer vision of their own career aspirations.

3.3 职业体验实地考察 Careers Field Trip

上海惠立学校致力于通过针对职业体验的实地考察活动为九年级学生提供切身的职业启蒙体验。学生通过参加精心组织的考察活动参访不同行业的公司和组织，并获得第一手职业信息。活动中，学生将实地参观硬件设施、与专业人士交流，并有机会亲身参加公司举办的活动。过去的实地考察目的地包括永志口腔诊所、莱佛士医院、科大讯飞、普华永道、科思创、大成律师事务所、小红书等等。这些经历让学生初步了解每个行业的日常运作、工作环境和职业前景，帮助他们合理规划未来职业道路。

Huili School Shanghai is committed to providing our grade 9 students with immersive and enlightening experiences through our Careers Field Trips. These carefully curated trips allow students to visit a variety of companies and organisations, offering them a firsthand glimpse into different industries. During these field trips, students have the opportunity to tour the facilities, engage with professionals, and participate in hands-on activities. Past field trip destinations have included Yongzhi Hospital, Raffles Hospital, iFly, PwC, Covestro, Xiaohongshu, and many more. These experiences provide invaluable insights into the daily operations, work environments, and career prospects within each industry, inspiring our students and helping them make informed decisions about their own career pathways.

3.4 惠立职业探索项目（HCEP）Huili Careers Exploration Programme (HCEP)

惠立职业探索项目（HCEP）旨在为学生提供独特的、沉浸式的机会来探索真实世界的职业。HCEP项目竞争激烈，学生提交申请后需要接受三次面试和一次小组面试。一旦申请成功，学生将进入真实的工作环境，亲身体验公司的日常运作。在整个项目中，学生可以积极参加各种专业活动，如进行面试、参加高层对话会议、制作作品并向同学展示。HCEP为学生提供了一个独特的平台，以发展一些基本技能，扩大人际关系网络，并获得对职业世界的宝贵洞察力。在这个宝贵的集会中，学生们将能够挑战自己，在个人和学术上得到成长，并合理规划未来职业。

The Huili Careers Exploration Programme (HCEP) is an exclusive and immersive programme designed to provide students with unparalleled opportunities to explore real-world careers. The HCEP is a highly competitive programme that requires students to undergo a rigorous application process, including three interviews and a panel interview. Once accepted, students are placed in work environments where they can experience the day-to-day operations of a company firsthand. Throughout the programme, students actively engage in various professional activities such as conducting interviews, attending high-level dialogue meetings, and producing work to be presented at the end. The HCEP offers a unique platform for students to develop essential skills, expand their networks, and gain invaluable insights into the professional world. It is an exceptional opportunity for students to challenge themselves, grow personally and academically, and make informed decisions about their future career paths.

3.5 大学展 University Fair

上海惠立学校将举办年度大学展会，该展会将是一个直观、可靠的平台，为学生和家长提供了解海外高等教育机会。展会将邀请海外大学招生代表到场，为学生和家长提供大学相关信息、解答家长学生提问，并直接与家长学生交流关于高等教育机会的深刻见解。大学展会提供了一个了解不同课程、入学要求、校园生活等方面的绝佳机会。与大学代表进行有意义的对话将帮助学生和家长合理规划未来的学习与职业道路。通过举办这些活动，上海惠立学校旨在为学生的高等教育之路提供支持和帮助，确保他们有机会获得所需的资源和信息。

Huili School Shanghai will proudly host annual university fairs, providing a valuable platform for both students and parents to explore a wide range of higher education options. These fairs bring together representatives from numerous universities, allowing students and parents to gather information, ask questions, and gain insights directly from the source. University fairs offer an excellent opportunity to learn about different programmes, admissions requirements, campus life, and more. They also provide a chance to engage in meaningful conversations with university representatives, helping students and parents make informed decisions about their future academic paths. By hosting these fairs, Huili School Shanghai aims to support and empower students in their higher education journey, ensuring they have access to the resources and information needed to make well-informed choices about their future.

3.6 ACT考试中心 ACT Testing Centre

ACT考试中心代码 ACT Test Center Code： 817220

上海惠立学校是官方授权的ACT考试中心。学生无需前往中国大陆以外的地区参加考试。因此，学生可以专注于考试准备工作。在熟悉和易于得到支持的考试环境中，学生的舒适安定感能得到保障，这也有助于最佳水平的发挥。上海惠立学校承诺为学生提供全面的教育机会和资源，使学生能够有效地追求自己的学术目标，而学校作为ACT考试的官方考点则鲜明地体现了这一点，突显了我们的承诺。

Huili School Shanghai is an official ACT test centre, offering students a convenient and secure opportunity to take the ACT exam without the need to travel outside mainland China. By hosting the ACT test on-site, we prioritise the safety and comfort of our students, eliminating the need for them to leave the country for this crucial examination. This arrangement ensures that students can focus on their test preparation and perform to the best of their abilities in a familiar and supportive environment. Huili School Shanghai's status as an official ACT test centre highlights our commitment to providing comprehensive educational opportunities and resources to our students, enabling them to effectively pursue their academic goals.

考试日期 Test day	报名截止日期 Sign-up Due Date	最大考生数量 Capacity
2022年9月9日 Saturday, September 9, 2023	2022年8月11日 11 Aug 2023	40
2023年10月28日 Saturday, October 28, 2023	2202年10月28日 29 Sep 2023	40
2023年12月2日 Saturday, December 2, 2023	2023年11月3日 3 Nov 2023	40
2024年2月24日 Saturday, February 24, 2024	2024年1月25日 25 Jan 2024	40
2024年4月13日 Saturday, April 13, 2024	2024年3月15日 15 Mar 2024	40
2024年6月8日 Saturday June 8, 2024	2024年5月9日 10 May 2024	40
2024年7月13日 Saturday, July 13, 2024	2024年6月14日 14 Jun 2024	40

3.7 ACT考试中心 IELTS/TOEFL Provision

上海惠立学校认可语言类考试对于国外大学申请的重要性，例如托福雅、雅思。为了支持学生准备语言类考试，学校提供考试相关的服务和资源。通过专业的语言教学、练习和有针对性的指导，我们致力于帮助学生发展听、说、读、写能力，以在雅思和托福考试中取得优异成绩。培训老师经验丰富，将会通过一系列全面的训练及指导让学生熟悉考试形式、时间管理技巧和策略，以提高他们的成绩。通过培训，学生将在语言类考试中取得良好的成绩，并打开通往海外高等教育的大门。

Huili School Shanghai recognises the importance of language proficiency tests such as IELTS and TOEFL for high school students aspiring to pursue higher education abroad. To support our students in their preparation for these exams, we offer dedicated provision and resources. Through specialised language instruction, practice materials, and targeted guidance, we help students develop the necessary skills in listening, speaking, reading, and writing to excel in the IELTS and TOEFL tests. Our experienced educators provide comprehensive training, familiarising students with the test format, time management techniques, and strategies to enhance their performance. By offering this provision, Huili School Shanghai equips students with the linguistic abilities and confidence required to succeed in these crucial language proficiency assessments, opening doors to international academic opportunities.

4.0 惠立家长项目
HUILI PARENT PROGRAMME

4.1 咖啡晨会 Café Talks

上海惠立学校理解支持家长参与子女教育的重要性。为了促进良好的家校关系，学校为家长特别开设"咖啡晨会"。咖啡晨会每月举办一次，家长将参加讨论与大学升学和职业发展有关的各种话题。在晨会上，家长可以提出自己的问题，寻求指导，并分享他们的见解和经验。咖啡晨会营造了合作和互助的氛围，使家长实时掌握各类资讯，获得有价值的知识，并积极参与孩子的教育和职业发展中。上海惠立学校旨在创建一个强大的社区，帮助家长了解、参与并共同支持学生的全面成长。

Huili School Shanghai understands the importance of engaging and supporting parents in their child's educational journey. To foster a strong partnership with parents, we offer a program called Café Talks. These monthly workshops are exclusively designed for parents, providing a platform to discuss various topics related to university and careers. During Café Talks, parents can ask questions, seek guidance, and share their insights and experiences. These interactive sessions promote a collaborative and supportive environment where parents can stay informed, gain valuable knowledge, and actively participate in their child's education and career development. Through Café Talks, Huili School Shanghai aims to create a strong community of informed and involved parents, working together to support the holistic growth and success of our students.

4.6 1对1会议
1-2-1 Meetings

学校认识到家长在孩子的教育过程中发挥着至关重要的作用。为了促进有效的家校沟通，从而为每个家庭提供个性化的支持，家长与升学老师的一对一面谈将面向八至十二年级的学生开放。家长和升学老师将在面谈中共同讨论学生的学业进展，探索潜在的职业道路，包括其他有待进一步探讨的问题或忧虑。此外，我们欢迎家长与指定的升学老师预约面谈，以解决具体需求或寻求进一步指导。通过促进定期的个性化互动，学校旨在确保家长积极参与并充分了解学生的教育，促进学生在学术和职业上取得成功。

At Huili School Shanghai, we recognise the crucial role parents play in their child's educational journey. To foster effective communication and provide personalised support, we offer 1-2-1 parent counsellor meetings starting from grade 8 until grade 12. These dedicated meetings provide an opportunity for parents to discuss their child's academic progress, explore potential career pathways, and address any concerns or questions they may have. Additionally, parents are welcome to schedule ad hoc meetings with their designated counsellor to address specific needs or seek further guidance. By facilitating regular and personalised interactions, we aim to ensure that parents are actively involved and well-informed partners in their child's education, promoting a collaborative approach towards their academic and career success.

升学面谈预约方式 Booking Ad-hoc Meetings:

大学升学及职业规划组长
Head of Higher Education and Careers
Alyssa Casallo: calendly.com/alyssa-casallo

大学升学及职业规划教师
Higher Education and Careers Counsellor
Luyi Feng: calendly.com/luyi-feng

大学升学及职业规划教师
Higher Education and Carers Counsellor
朱菁 **Stephanie Zhu:** calendly.com/stephanie-zhu

大学升学及职业规划教师
Higher Education and Carers Counsellor
刘向阳 **Zoe Liu:** ccalendly.com/zoe-liu1

5.0 学校正式文件
OFFICIAL SCHOOL DOCUMENTS

上海惠立学校确保包括成绩单在内的正式文件将直接、安全地递交给国外大学。若家长和学生需要成绩单，须至少提前三个工作日通知升学组。学校将会出具非正式成绩单。正式成绩单将直接递交给大学，以保持申请材料的完整性和真实性。此举将保证学生学术记录的准确性和保密性，并确保大学收到录取所需的正式文件。我们将优先处理学校正式文件，以支持学生的大学申请，确保学生完成从高中到大学的顺利过渡。

At Huili School Shanghai, we ensure a streamlined and secure process for sending official school documents, including transcripts, directly to universities. To request a transcript, parents and students are advised to provide a minimum of **three working days'** notice. However, it's important to note that official transcripts are sent directly to universities to maintain the integrity and authenticity of the document. This process guarantees the accuracy and confidentiality of students' academic records and ensures that universities receive the official documentation required for admissions purposes. We prioritise the efficient handling of official school documents, supporting our students' applications and ensuring a smooth transition in their higher education journey.

第一步 Step 1:

发送邮件至中学部邮箱申请非正式文件

Email high school office requesting unofficial documents

第二步 Step 2:

等候三个工作日

Wait for 3 working days

第三步 Step 3:

中学办公室将相关文件发送给家长或学生

**HS office will email unofficial documents transcripts
or other documents such as reports to students/parents**

学生在申请夏校时，学校将为学生递交学业报告而非正式成绩单。如需其他文件，学生和家长需要告知夏校直接联系学校。

For the purpose of summer schools, the school will not provide a transcript as a school report is usually sufficient. If further documentation is required, the student and parent are asked to request the summer school provide to be in direct contact with the school.

6.0 提交申请
UNIVERSITY APPLICATION SUBMISSION

6.1 咖啡晨会 Parent-Student Consent Form

上海惠立学校大学申请诚信承诺书（附件A）向家长提供关于申请过程的清晰信息，同时获得家长和学生的诚信承诺。承诺书罗列了申请过程中重要的细节，如大学申请截止日期和其他相关政策。通过签署承诺书，家长和学生表示理解并同意遵守这些政策。承诺书保证了过程的透明度，有助于促进学校、家长和学生之间的有效沟通，以支持学生的高等教育愿景。学生和家长将在十一年级初签署该承诺书。

The parent-student consent form (see appendix A) serves the purpose of providing clear information and obtaining consent from parents and students regarding the higher education and careers policies at Huili School Shanghai. It outlines important details such as university application deadlines and other relevant policies. By signing the consent form, parents and students demonstrate their understanding of these policies and their agreement to comply with them. This form ensures transparency and facilitates effective communication between the school, parents, and students, fostering a collaborative approach towards supporting students' higher education aspirations. This form is signed at the beginning of Grade 11 by all students and parents.

7.0 IB预估分政策
IB PREDICTED GRADES POLICY

为确保评分过程的透明度和公正性，上海惠立学校将严格遵循IB预估分政策。任课老师基于学生过去和现阶段学业表现以及其他能够充分证明学习情况的证据给出预估分。任课老师将根据学生作业和其他证据尽最大可能地计算预估分。因此，学生在整个十一年级和十二年级认真完成所有的作业是确保他们获得最准确和最有利的预估分的首要任务。任课老师不能基于学生对于未来学习情况的承诺给出预估分，而应基于学生现阶段和过去的努力。

若学生对预估分有异议并有充分的证据显示他们应当获得更高的预估分，需要遵照指定的流程进行申诉。学生需要先与学科老师沟通，讨论与预估分有关的问题和疑虑。讨论过程中，学生应当提供相关具体证据以支持他们应该获得更高预估分的要求。在学科老师同意后，学生可与升学老师进一步商讨，以获得额外的指导和支持。最后，学部校长将与学生面谈，最终确定学生的预估分。申诉流程由多个步骤组成，为学生提供解决问题的机会，也确保预估分准确反映学生的真实学术能力。上海惠立学校承诺为IB学生预测成绩时坚持最高的学术诚信标准和公平性。

Huili School Shanghai follows an IB predicted grades policy to ensure transparency and fairness in the grading process. Predicted grades are based on past and current performance and on concrete evidence that the teacher has available. Teachers strive to be as accurate as possible in their predictions but can only base these on the work produced and the evidence available. Therefore, it is important that students produce the best work possible throughout Grades 11 and 12 to ensure the most accurate and favourable predicted grades. Teachers cannot predict grades based on promises and pledges made by students about future work ethic, but on present and past effort only.

If students wish to appeal their predicted grades as they believe there is strong evidence to support a higher grade, they are required to follow a designated appeals process. This process begins by speaking with the respective subject teacher to discuss any concerns or queries related to the predicted grade. During this discussion, the student should be able to provide evidence of when and where they have demonstrated the ability to achieve a higher grade than the one predicted. With the teacher's approval, the student can then consult their university counsellor, who can provide additional guidance and support in the appeals process. Finally, a meeting with the Head of Secondary is scheduled to review and finalise any adjustments to the predicted grade. This multi-step appeals process aims to provide students with an opportunity to address any concerns and ensure accurate predicted grades that reflect their true abilities. Huili School Shanghai is committed to upholding the highest standards of academic integrity and fairness in predicting grades for IB students.

第一步 Step 1:

学生与学科老师取得联系，并讨论预估分。
学生需持有充分的证据以支持申诉。

Students should contact their subject teacher
and discuss their grade

if you feel there is evidence to support
a different grade.

第二步 Step 2:

获得学科老师的同意后，学生可预约升学老师面谈，
讨论预估分和具体情况。
升学老师同意修改预估分后，学生可进行第三步。

Schedule a meeting with the assigned counsellor to discuss grade
and the situation.

If the counsellor and teacher agree to make amendments,
students can move to step 3.

第三步 Step 3:

学部校长签署申诉文件，同意修改预估分。

Head of Secondary signs appeals process document in
agreement to grade change.

第四步 Step 4:

与学部校长预约面谈。如学部校长同意修改预估分，学生可进行第四步。如学
部校长不同意修改预估分，则学生申诉不成功，并可能无法再提起申诉。

Schedule a meeting with the Head of Secondary School.
If the Head of Secondary school agrees, students can move onto step 4.
If the Head of Secondary School disagrees, the appeal process has been
rejected and the student may not apply for an appeal again.

8.0 IB预估分政策
WHAT UNIVERSITIES ARE LOOKING FOR

通过仔细审查学生申请，大学筛选出学业优异、课外活动成果丰硕、性格特征突出以及有潜力为学校做出贡献的候选人。在评估申请时，大学通常会考虑以下因素：

学术成就： 大学寻求那些学术成绩优异的学生。他们审查校内成绩、标准化考试分数和课程难度。例如，在IGCSE或IB课程等高难度课程中持续取得高分的候选人更容易获得关注。

全球大学都十分重视学术深度和广度。在选拔学生时，学科多样的候选人更容易受到大学的青睐。虽然具体的偏好可能有所不同，但大学一般都希望学生在数学、科学、英语和社会科学等核心科目上打下坚实的基础。大学也欣赏那些表现出求知欲并在感兴趣的领域学习高级课程的学生。学生应考虑选择与未来可能就读的专业或研究领域相一致的高难度课程，以展示他们的学术热情和坚定信念。此外，大学重视全人教育，所以学生还应该探索艺术、人文、外语或技术等领域的相关课程。通过慎重考虑课程选择，学生可以展示自己的学术能力，并展现出能够在未来高等教育中获得成功的潜力。

Universities carefully review student applications to identify candidates who possess a combination of academic excellence, extracurricular involvement, personal characteristics, and potential to contribute to the campus community. When evaluating applications, universities typically consider factors such as:

Academic Achievement: Universities seek students who have demonstrated strong academic performance. They examine grades, standardised test scores, and the rigour of coursework. For instance, they may look for candidates who have consistently achieved high grades in challenging courses like IGCSEs or International Baccalaureate (IB) programmes.

Universities around the world seek a diverse range of course selections from prospective students, as they value both depth and breadth in academic pursuits. While specific preferences may vary, universities generally look for a solid foundation in core subjects such as mathematics, science, English, and social sciences. Additionally, they appreciate students who demonstrate intellectual curiosity and pursue advanced coursework in areas of interest. Students should consider selecting challenging courses that align with their intended major or field of study, showcasing their passion and commitment. Furthermore, some universities value a well-rounded education, so students should also explore elective courses in areas such as arts, humanities, foreign languages, or technology. By carefully considering their course selections, students can demonstrate their academic capabilities and showcase their potential to excel in higher education.

参与课外活动: 大学重视那些积极参加课外活动的学生,包括体育、俱乐部、社区服务、领导力项目、实习、研究项目、艺术等活动。例如,大学可能会欣赏通过担任学校学院队长、俱乐部领导者或成功组织社区服务活动而表现出领导能力的候选人。我们强烈建议仅申请英国大学的学生参加与申请专业高度相关的课外活动。

个人陈述: 个人陈述是学生展示自己独特品质、经验和愿景的机会。大学需要申请人有效地阐述他们的热情、目标和个人成长。对于美国的大学来说,一份动人的个人陈述描述申请人克服挑战、追寻兴趣或对社区产生积极影响的故事。而对于英国的大学来说,一份具有影响力的个人陈述应当描述学生的学术兴趣以及他们在该专业上付出的努力。

推荐信: 推荐信有助于招生官对申请人的性格、学习态度和获得成功的潜力有深入了解。对大学来说,学科教师、升学老师或指导老师的推荐信十分重要。推荐信可以阐述学生的学术能力、个人素质以及对学校或社区的贡献。一封出众的推荐信会重点描述学生的特殊技能或素质。

多样性和包容性: 大学努力创造一个多元化和包容性的校园环境。他们欣赏能够贡献独特视角、经验和背景的申请人,包括社会经济地位、文化或种族背景、地理位置或克服逆境的经历等因素。例如,积极促进包容性或致力于解决社区社会正义问题的学生,往往会得到大学的青睐。

成功的潜力: 大学将评估申请人在学术上取得成功并对校园社区做出积极贡献的潜力。他们会参考一些指标,如明确的学术或职业轨迹、学术热情、求知欲以及适应和成长的能力等。学术成就、独特的项目或特定领域的显著成就,可以作为成功潜力的证据。

值得注意的是,不同大学和专业对这些因素的具体标准和重视程度可能有所不同。因此,学生应该彻底研究学校的具体要求和偏好,相应调整自己的申请。

美国的大学采取更全面的方法来评估申请人是否适合他们的学校。他们关注学生的学习成绩、标准化考试成绩、领导能力、课外活动、个性及对社会的贡献。英国大学更关注学生的学术成就、对学科的兴趣、研究能力和独立学习能力。

Extracurricular Involvement: Universities value students who actively engage in extracurricular activities beyond the classroom. This can include participation in sports, clubs, community service, leadership roles, internships, research projects, or artistic endeavors. For example, a university may appreciate a candidate who has demonstrated leadership by serving as the house captain, leaders of a school club, conducting research or organising a successful community service initiative. For students interested in applying to the UK, we highly recommend students to participate in extracurricular activities related to their subjects.

Personal Statement: The personal statement is an opportunity for students to showcase their unique qualities, experiences, and aspirations. Universities look for applicants who can effectively articulate their passions, goals, and personal growth. An impactful personal statement in the US might illustrate how an applicant overcame challenges, pursued their interests, or made a positive impact in their community. Whereas an impactful personal statement for the UK will illustrate how students have demonstrated their subject interest and developed their knowledge in that area.

Letters of Recommendation: These letters provide insight into an applicant's character, work ethic, and potential for success. Universities value recommendations from teachers, counsellors, or mentors who can speak to the student's academic abilities, personal qualities, and contributions to the school or community. A strong recommendation letter might highlight specific instances where the student demonstrated exceptional skills or qualities.

Diversity and Inclusion: Universities strive to create a diverse and inclusive campus environment. They appreciate applicants who can contribute unique perspectives, experiences, and backgrounds. This can include factors such as socioeconomic status, cultural or ethnic background, geographic location, or overcoming adversity. For example, a university may be interested in admitting a student who has actively promoted inclusivity or worked to address social justice issues in their community.

Potential for Success: Universities assess an applicant's potential to thrive academically and contribute positively to the campus community. They may look for indicators such as a clear academic or career trajectory, passion for learning, intellectual curiosity, and the ability to adapt and grow. This can be evidenced through achievements, unique projects, or notable accomplishments in specific fields.

It is important to note that the specific criteria and weightage assigned to these factors may vary across universities and programmes. Therefore, prospective students should thoroughly research the specific requirements and preferences of each institution to tailor their applications accordingly.

Universities in the US take a more holistic approach to assess applicants' suitability to their school. This encompasses students' academic achievement, standardised test result, leadership ability, extracurricular engagement, personality, and contribution to the community. UK universities pay more attention to students' academic achievement, interest in the applied subject, research ability and independent learning ability.

9.0 学术成就
ACADEMIC ACHIEVEMENTS

上海惠立学校为能培养出优秀的双语文化学习者而感到无比自豪。我们相信严格和全面的教育有助于学生在学业上掌握多种技能和知识。我们认可学生在整个教育过程中取得的各种学术成就，并向他们表示祝贺。我们期望学生在学业上取得最好的成绩。学校同时提供中文和英文课程。学生需要在九年级时完成中国国家标准课程并参加中考。学生在九年级和十年级学习IGCSE课程，在十一年级和十二年级学习IBDP课程。

At Huili School Shanghai, we take immense pride in fostering a bilingual culture of academic excellence amongst our students. We believe in providing a rigorous and well-rounded education that equips our students with various skills and knowledge needed in their academic pursuits. We celebrate and acknowledge various academic achievements attained by our students throughout their educational journey. Students are expected to achieve the best they can academically. The school offers both the Chinese national curriculum and an international curriculum. Students are required to finish the Chinese local curriculum and sit for the Zhongkao at the end of Grade 9. In Grade 9 and Grade 10, students study IGCSEs. In Grade 11 and Grade 12, students study the IBDP.

9.1 奖学金计划
Scholars Programme

上海惠立学校有两个奖学金项目：惠立叔蘋奖学金和惠立学术奖学金。惠立奖学金获得者通常学习成绩优异，领导力突出，关爱同学，是同龄人的表率。

惠立叔蘋奖学金是惠灵顿（中国）最高级别的奖学金项目，面向在读八年级及以上年级学生开放申请，是为中国工薪家庭中品学兼优的学生特别设立的。奖学金比例高达全年学费的110%。

惠立学术奖学金，面向在读六年级及以上年级学生开放申请，综合表现优秀的学生申请者将有机会获得最高全年学费50%的奖学金。

Huili School Shanghai has two scholarship programmes: the Shuping scholarship and the academic scholarship. The academic scholarship is open to current and new junior and high school students and recognises outstanding academic achievement and all-round excellence. Huili Scholars have a consistent and proven track record of excellent academic performance, demonstrate leadership potential, show unfailing kindness to their peers and have an exemplary behavioural record as well as acting as mentors and role models.

The Shuping Scholarship is the most prestigious scholarship offered at Wellington College China. It is targeted at outstanding students in Grade 8 and above, who are from Chinese working-class families. The scholarship includes a financial award of up to 110% of the annual tuition fee.

The Huili Academic Scholarship recognises outstanding achievement and all-round excellence. It is targeted at students who enter Grade 6 and above and includes financial awards of up to 50% of the annual fee.

9.2 惠立资优计划
HATS (High Achieving and Talented Students)

惠立为八年级及以上年级的学生提供资优计划。该计划精心挑选学习成绩优异、领导力突出、积极参与社群活动的学生，为他们提供额外的支持、辅导和指导，以帮助他们进一步发挥自己的特长，获得成长。资优计划委员会由惠立的领导团队组成，包括校长、学部校长、学术总监、大学升学与职业规划组等。资优计划委员会作为学生的一对一专属导师，担任所负责资优计划学生的"引导"职责。学生将有机会在每周的午餐时间聚集，一边进餐一边就各种问题展开讨论。资优计划旨在帮助学习优秀的学生应对更多挑战、拓展实力，充分发挥出自己的潜力。

The High Achieving and Talented Students (HATS) Programme is an initiative designed to further stretch and challenge the top attaining students who consistently demonstrate exceptional academic achievement in their courses. These students are selected to participate in the Programme, where they are provided with a unique opportunity to further excel and grow. As part of the HATS Programme, each student is assigned a mentor from the senior leadership team and the Higher Education and Careers team, who offer guidance and support throughout their journey.

10.0 标准化测试
STANDARDISED TESTING

标准化测试旨在以一致且客观的方式衡量学生的学术能力和潜力。它们为衡量来自不同教育背景的学生提供了一个标准化的基准。大学录取过程通常使用几种标准化测试，包括美国的SAT和ACT，以及托福、雅思和多邻国英语测试等用于评估英语语言能力的测试。

作为美国大学的入学测试，**SAT和ACT**目的相似，但考察形式和内容不同。SAT包括阅读、写作和语法、数学，还可选择作文部分。ACT包括英语、数学、阅读、科学等部分，还可选择作文部分。SAT和ACT考试均被大学认可，学生可以选择提交任一考试的成绩。学生根据自身优势和偏好选择其中一种即可。部分学生会发现其中一种考试更适合自己。

托福和雅思是专门为评估非英语母语人士的英语语言能力而设计的。托福考试主要在北美使用，而雅思考试则被英国、澳大利亚和许多其他国家的大学接受。这两种考试都考察阅读、写作、口语和听力技能。学生应研究其目标大学的具体英语语言能力要求，以确定哪种测试是首选或被接受。

多邻国英语测试是近几年开始被接受的英语语言能力测试，形式为在线考试。该考试主要考察考生的阅读、写作、听力和口语能力。部分大学接受以多邻国英语测试成绩替代托福或雅思成绩。学生需要提前确认大学是否接受多邻国英语测试成绩以及具体分数。

最终，参加哪一种语言能力测试取决于多种因素，包括学生所申请的大学的要求和偏好。学生应研究其目标大学的入学要求，确定哪些考试被接受或是优先考虑。在做决定时，学生还需要考虑个人实力、准备资源和每种考试的练习材料。升学老师和招生官也可以为学生选择合适的标准化考试提供宝贵的意见。

上海惠立学校在CCA项目为学生提供雅思和托福考试培训。另外，学生必须完成GAC（全球评估证书）课程后才能参加ACT考试，CCA项目也提供GAC课程。

Standardised tests are assessments designed to measure a student's academic abilities and potential in a consistent and objective manner. They provide a standardised benchmark for comparing students from different educational backgrounds. Several standardised tests are commonly used in the college admissions processes of some countries, including the SAT (Scholastic Assessment Test) and ACT (American College Testing) in the United States, as well as tests like TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System), and Duolingo English Test for assessing English language proficiency.

The SAT and ACT are similar in purpose, but they differ in format and content. The SAT consists of sections in reading, writing and language, and mathematics, with an optional essay section. The ACT includes sections in English, mathematics, reading, science, and an optional essay. Universities generally accept both the SAT and ACT, and students often have the option to submit scores from either test. The choice between the two depends on the individual's strengths and preferences. Some students may find one test format more suitable or comfortable than the other.

TOEFL and IELTS are specifically designed to assess English language proficiency for non-native English speakers. The TOEFL is predominantly used in North America, while the IELTS is accepted by universities in the United Kingdom, Australia, and many other countries. Both tests evaluate reading, writing, speaking, and listening skills. Students should check the specific English language proficiency requirements of their target universities to determine which test is preferred or accepted. Students who have completed the IGCSE English First Language or are studying IBDP English Language and Literature may not be required to complete additional English proficiency tests; they should check with the universities they are applying to.

The Duolingo English Test is a relatively new option for assessing English proficiency. It is an online test that evaluates reading, writing, listening, and speaking skills. Some universities have started accepting Duolingo English Test scores as an alternative to TOEFL or IELTS. However, it is important for students to verify whether their target universities accept the Duolingo test and if they have specific score requirements.

Ultimately, the choice of which test(s) to take depends on several factors, including the requirements and preferences of the universities to which students are applying. Students should research the admission policies of their target institutions and determine which tests are accepted or preferred. It is also advisable to consider personal strengths, preparation resources, and practice materials available for each test when making the decision. Seeking guidance from school counsellors or admissions officers can also provide valuable insights for selecting the appropriate standardized test(s).

Huili School Shanghai offers IELTS and TOEFL for our students during CCAs. The GAC (Global Assessment Certificate) programme which is required for students to sit for ACT test, is also provided during CCAs.

10.1 考试时间线
Testing Timeline

大多数学生通常参加两到三次英语水平测试和SAT/ACT考试，直到获得满意的分数。如果学生标化考试分数不能够满足大学入学要求，升学老师将建议学生再次参加考试。我们强烈建议学生在十一年级结束前完成标化考试，以便他们在十二年级集中精力准备IBDP考试和大学申请。

学生运动员: 学生运动员应该在高中早期 (十一年级第一学期) 大学生招生开始前参加标准化考试，如SAT或ACT。尽早参加考试可以让他们在与大学教练和招生官交流时准备好分数，从而专注于他们的运动表现和大学申请过程，而不必在十二年级时承受标准化测试的额外压力。此外，尽早开始准备考试，让学生有充足的时间重考以提高分数，从而提高申请的质量。

考试准备技巧

以下是为学生准备的标准化测试备考建议:

- **尽早开始，充分计划:** 提前开始准备考试，保证足够的学习和练习时间。建立一份学习时间表，设定具体目标，并为考试的每个部分分配专属时间。
- **熟悉考试形式:** 了解将要参加的标准化考试的结构、时间和题型。通过练习真题和定时模拟考试来适应考试的形式，培养考试技巧。
- **专注于内容领域:** 找出自己在不同学科领域的优势和劣势。将更多的学习时间分配给需要提高的领域，同时保持擅长领域的优势。
- **充分利用学习资源:** 利用学习资料、在线资源、备考书籍和知名机构提供的模拟测试。复习考试内容、练习真题和利用学习指南，可以帮助学生加深对考试内容的理解和熟悉。
- **制定应试策略:** 学习有效的考试策略来分配时间、回答问题和解答不同类型的问题。例如，先做完简单的题目，对多项选择题采用排除法，合理地管理时间，避免每一部分都只能匆忙作答。
- **练习时间管理:** 在练习过程中模拟考试条件，提高时间管理能力。培养对每个部分的节奏感，确保在规定时间内完成所有问题。
- **照顾好自己:** 考试之前把健康放在第一位。考试前一天晚上充分休息，吃一顿健康的饭菜，并提前到达考场。保持身体健康和精神放松，优化考试状态。
- 记住，标准化考试只是大学申请过程的一个方面。虽然标准化考试准备很重要，但仍要保持平衡，关注其他部分，如校内成绩、课外活动和文书，以呈现一个全面的申请。

It is important to note that most students will retake their English proficiency exams and SAT/ACT tests an average 2-3 times until they have received their highest scores. Counsellors will advise each student if a test must be retaken in order to meet their university choices. We highly recommend students to complete all their standarised testing by the end of Grade 11 to prepare for their IBDP exams and university applications in Grade 12.

Student-Athletes: Recruited student-athletes should aim to sit their standardised tests, such as the SAT or ACT, in the earlier years of high school (first semester of Grade 11) before they begin the college recruitment process. Taking the tests early allows them to have scores ready and available when engaging with college coaches and admissions staff. By completing the tests early, student-athletes can focus on their athletic performance and the recruitment process without the added stress of standardised testing during their senior year. Additionally, starting test preparation early provides ample time to retake the tests if desired, aiming for improved scores that can strengthen their overall application.

Test Preparation Tips

Here are a few testing tips for students preparing for standardised tests to enter college:

- **Start Early and Plan:** Begin test preparation well in advance to allow sufficient time for studying and practice. Create a study schedule, set specific goals, and allocate dedicated time for each section of the test.
- **Familiarise Yourself with the Test Format:** Understand the structure, timing, and question types of the standardised test you will be taking. Practice with sample questions and take timed practice tests to get accustomed to the format and build your test-taking skills.
- **Focus on Content Areas:** Identify your strengths and weaknesses in different subject areas. Allocate more study time to areas where you need improvement while maintaining proficiency in your stronger areas.
- **Utilise Study Resources:** Take advantage of study materials, online resources, prep books, and practice tests provided by reputable sources. Reviewing content, practicing sample questions, and utilising study guides can help enhance students with understanding and familiarity with the test content.
- **Develop Test-Taking Strategies:** Learn effective strategies for managing time, answering questions, and tackling different question types. For instance, prioritise easier questions first, use the process of elimination for multiple-choice questions, and manage time wisely to avoid rushing through sections.
- **Practice Time Management:** Simulate test conditions during practice sessions to improve time management skills. Develop a sense of pacing for each section to ensure you complete all questions within the allotted time.
- **Take Care of Yourself:** Prioritise self-care before the test day. Get sufficient rest the night before, eat a healthy meal, and arrive at the test center with ample time to spare. Maintaining physical and mental well-being will help optimise your performance.
- Remember, standardised tests are just one aspect of the college application process to some countries, so while preparation is important, it is essential to maintain a balanced approach and focus on other components like grades, extracurricular activities, and essays to present a comprehensive application.

上海惠立学校建议学生按照以下时间线准备考试：
Huili School Shanghai Recommended Timeline

九年级

- 英语能力准备（托福、雅思、多邻国）

十年级

- 英语语言考试（托福、雅思、多邻国）
- 学习GAC课程
- ACT/SAT备考

十一年级

- ACT/SAT考试
- 面试准备

十二年级

- （如有需要）再次参加任何标准化考试 面试准备
- 大学科目/专业考试（BMAT、LNAT）

Grade 9

- English Language Proficiency Prep (TOEFL, IELTS, Duolingo)

Grade 10

- English Language Examinations (TOEFL, IELTS, Duolingo)
- GAC Assessments for ACT
- ACT/SAT Preparation

Grade 11

- ACT/SAT Test
- Initial View Preparation

Grade 12

- Retake of any standardised exams
- University Subject/Major Test Requirements (BMAT, LNAT)

重点关注：

请注意英语水平考试成绩有效期为两年。我们强烈建议学生在九至十年级开始准备考试，不需要提前。计划在校参加ACT考试的学生需要在十年级时学习并完成GAC课程。考试报名截止日期在考试前一个月左右。

Important to Note:

English proficiency exams are only valid for 2 years. We highly recommend students begin their exams and preparation in Grades 9-10 and no earlier than high school. Students who wish to sit the ACT at Huili are encouraged to sign up for the mandatory GAC assessments at the beginning of Grade 10 first semester. Students must register one month before the ACT exam date if they wish to sit the exam.

11.0 课外活动/暑期课程
EXTRACURRICULAR ACTIVITIES/ SUMMER PROGRAMMES

上海惠立学校通过广泛的辅助课程活动（CCA）来提供全面的教育，扩展学生的学习体验。CCA涵盖学术、体育、音乐、艺术、拓展、服务和各种团队活动。CCA活动让每个孩子发现自己的优势和激情所在，加深他们对所参加的活动的喜爱，提高他们对活动的适应能力。

九年级开始，学生将被推荐根据自己的兴趣申请暑期项目，包括夏校、夏令营活动（团队建设、领导、学科相关课程）、开放日参观、研究项目、志愿者经历和HCEP等。

优质的高中生课外活动兼具深度和广度，可以展示学生的奉献精神、兴趣所在和综合素质。

- 深度：学生可以选择一项他们真正感兴趣的活动，长期参与，展现深度参与和技能发展。例如，参加一项竞技体育并向更高层次发展，加入一个机器人俱乐部并参加国家比赛，或在一个特定的兴趣领域从事研究项目并在会议上发表研究成果。
- 广度：学生还应该探索多样化的课外活动，以体现不同的兴趣，展示多面性。他们可以加入不同领域的社团或组织，如社区服务、学生会、辩论队、音乐或戏剧俱乐部、环境社团或文化社团。这种广泛性展示了有效管理时间和参与各种活动的能力。

Huili School Shanghai provides a holistic education by offering a wide range of Co-Curricular Activities (CCAs) to extend students' learning experiences. The Co-curricular Activities (CCAs) range from academic, sports, music, arts, enrichment, service, and various communal activities. Each CCA is designed to allow each individual child to discover where their strengths and passions truly lie, deepening their enjoyment of each chosen activity while improving their aptitude for it.

Once students reach Grade 9, they are recommended to apply for a summer programme according to their interest. This includes overseas summer schools, summer camp activities (team building, leadership, subject related), open-day visits, research projects, volunteer experiences, and the Huili Careers Exploration Programme (HCEP).

Excellent extracurricular activities for high school students can demonstrate both depth and breadth, showcasing a student's dedication, passion, and well-roundedness. Here are some examples:

- Depth: Students can choose an activity they are genuinely interested in and commit to it over a significant period, displaying deep involvement and skill development. For instance, participating in a competitive sport and progressing to higher levels, joining a robotics club and participating in regional or national competitions, or engaging in a research project in a specific field of interest and presenting findings at conferences.

- Breadth: Students should also explore diverse extracurricular activities that reflect their varied interests and showcase their versatility. They can join clubs or organisations that cater to different areas, such as community service, student government, debate teams, music or drama club, environmental club, or cultural clubs. This breadth demonstrates the ability to manage time effectively and engage in a wide range of activities.

超级课程活动注重超越常规课程的学术拓展，并与学生的学术兴趣或计划学习的领域直接相关。这些活动旨在钻研知识深度、提高技能，并展示对特定学科的真正兴趣和参与度。以下为课外活动案例：

- **独立研究：** 学生可以就感兴趣的主题或与他们未来的专业/科目相关的话题进行独立研究项目。学生应与他们的升学老师讨论他们可参加的研究项目。
- **在线课程和MOOCs：** 许多大学和在线平台提供大规模开放在线课程（MOOCs），涵盖科目广泛。学生可以报名参加这些课程，以拓展知识储备，并展示他们对自我导向学习的承诺。MOOCs：Future learn, coursera, EdX, onlinecourses.com, openlearn, academic earth, khan academy。在线资源：Staircase 12, HE+, Oxplore, Kialo, and The Conversation。
- **辅助教学活动（CCA）：** 学生应该参加能够帮助他们探索不同学科领域的CCA，学习新技能，或成为慈善项目的志愿者。
- **参加讲座和研讨会：** 学生可以参加由大学、研究机构或专业组织举办的公开讲座、研讨会或工作坊，以能够接触到特定领域的专家。
- **工作经验和实习机会：** 积累工作和实习经验有助于学生在申请大学时选择适合的专业或学科，同时有助于学生获得关于行业的深刻见解及专业联系。
- **扩展论文和项目：** 发表超出学校课程要求的扩展论文或项目可以深入研究某一特定主题，展示学生的批判性思维和研究技能，并显示出真正的学术热情。例如：《协和评论》、《约翰-洛克论文》、《纽约时报》写作比赛、《沉浸教育》写作比赛。

活动的深度展示了学生的坚定信念、技能发展和领导力。活动的广度显示了学生平衡多种兴趣的能力、适应能力以及参与学校和社群生活各个方面的能力。深度和广度都能展示学生的综合素质，对他们的大学申请有积极作用。需要注意的是，学生要选择他们真正喜欢并愿意投入时间和精力的活动，因为大学重视真实和有意义的参与。

Super curricular activities focus on academic enrichment that go beyond the regular curriculum and are directly related to a student's academic interests or intended field of study. These activities are designed to deepen knowledge, enhance skills and demonstrate a genuine interest and engagement in a specific subject. Examples of supper curricular activities are:

- **Independent research:** Students can conduct independent research projects on topics of interest or related to their future major/subject. Students should discuss with their counsellor which research programmes they should join.
- **Online Courses and MOOCs:** Many universities and online platforms offer Massive Open Online Courses (MOOCs) that cover a wide range of subjects. Students can enrol in these courses to expand their knowledge and demonstrate their commitment to self-directed learning. Examples of MOOCs are: Future learn, coursera, EdX, onlinecourses.com, open learn, academic earth, khan academy. Examples of online resources are: Staircase 12, HE+, Oxplore, Kialo, and The Conversation.
- **Subject Competitions:** Students can participate in subject-specific competitions such as Math Olympiads, AMC, Physics Bowl, British Physics Olympiad and more. Students should speak with their counsellor on their subject competition choices.
- **Co-Curricular Activities (CCAs):** Students should join CCAs that can help them explore different subject areas, learn a new skill, or volunteer for a charity programme.
- **Attending Lectures and Seminars:** Students can attend public lectures, seminars, or workshops organised by universities, research institutions, or professional organisations. This allows students to engage with experts in their field of interest.
- **Work Experience and Internships:** Seeking out work experience of internships can provide students with the exposure they need to make their final decision regarding their major/subject choices during university application. This can provide industry insight and professional connections.
- **Extended Essays and Projects**: Undertaking extended essays or projects beyond the requirements of the school curriculum can delve deeper into a particular subject, showcase critical thinking and research skills, and demonstrate a genuine passion for learning. Examples are: The Concord Review, John Locke Essay, NY Times Writing Contest, Immerse Education Writing Competition.

By engaging in activities with depth, students show their commitment, skill development, and potential for leadership. Demonstrating breadth reveals a student's ability to balance multiple interests, adaptability, and engagement in various aspects of school and community life. Both depth and breadth highlight a student's well-roundedness and contribute positively to their college applications. However, it's important for students to choose activities they genuinely enjoy and can invest their time and energy into, as colleges value authentic and meaningful involvement.

12.0 艺术/音乐作品集和试演
ARTS/MUSIC PORTFOLIO AND AUDITIONS

为增加大学艺术和音乐类专业申请的竞争力，高中生应该专注打造自己的作品集。

- 首先，学生应该通过富有表现力的作品集或试演来展示他们对所选艺术学科的热情和信念。这可能包括多样化的艺术作品、表演或作曲，以展示他们的专业技能、创造力和个人风格。
- 此外，学生应积极参加课外活动，如学校的演出、艺术展、音乐演奏或社群艺术项目。参与不同的活动可以展现他们的奉献精神和合作能力。对学生来说，学习高级课程和寻求专业培训的机会以进一步提高艺术技能也是至关重要的。
- 最后，培养坚实的学科基础同样重要，申请者的整体学术水平也是大学的考虑因素。精心策划令人印象深刻的作品集，积极参加相关活动，追求高阶培训，并保持良好的学术表现，可以帮助学生在艺术和音乐类专业大学申请过程中脱颖而出。

To be highly competitive in the university application process for arts and music programmes, high school students should focus on developing a well-rounded and impressive application.

- Firstly, students should showcase their passion and commitment to their chosen artistic discipline through a strong portfolio or audition. This may include a diverse range of artwork, performances, or compositions that demonstrate their technical skills, creativity, and personal style.
- Additionally, students should actively engage in extracurricular activities such as participation in school productions, art exhibitions, music ensembles, or community arts projects. This involvement highlights their dedication and collaborative abilities. It is also essential for students to pursue advanced coursework and seek opportunities for specialised training or workshops to further enhance their artistic skills.
- Finally, cultivating a strong foundation in academic subjects is equally important, as universities often consider the overall academic profile of applicants. By carefully curating a compelling artistic portfolio, actively participating in relevant activities, pursuing advanced training, and maintaining strong academic performance, students can position themselves as standout candidates for arts and music programs in the university application process.

13.0 推荐信 RECOMMENDATIONS

上海惠立学校充分了解推荐信在大学申请过程中的重要性，并制定了一套全面的流程，以确保推荐信及时递交。学生向任课老师或升学老师索取推荐信时需要遵守明确的指南和截止日期。相关指南强调了及时沟通和遵守截止日期的重要性。遵守流程表明学生理解推荐信的意义，向大学递交的申请是完整且精心准备的。学校的推荐信流程确保学生获得及时且有力的推荐，以提高学生获得理想大学录取的几率。

Huili School Shanghai recognises the significance of letters of recommendation in the university application process and has implemented a comprehensive protocol and system to ensure their efficient submission. Students are provided with clear guidelines and deadlines to follow when requesting letters of recommendation from their teachers or counsellors. These guidelines emphasise the importance of timely communication and adherence to deadlines. By following this protocol, students demonstrate their understanding of the significance of letters of recommendation and their commitment to presenting a complete and well-prepared application to universities. Huili School Shanghai's letter of recommendation system aims to support students in obtaining strong and timely recommendations, ultimately enhancing their chances of securing admission to their desired universities.

13.1 推荐信时间线（英国大学不适用）
Letter of Recommendation Timeline (UK Applicants not required)

1
学生在CIALFO系统内完成推荐信索取表
Students complete form to request LOR on CIALFO

三月 March

2
学生完成"有关我的一切"问卷
Students complete "All About Me Survey"

3
学生如申请美国大学，需向2位任课老师索要推荐信。
Students' requests LOR from 2 teachers for US applicants only

四月 April

4
学生将收到老师是否接受推荐信邀请的答复。
Students will receive final answer from teachers if they accept their invitation to write the letter of recommendation

14.0 个人陈述/补充文书
PERSONAL STATEMENTS/ SUPPLEMENTARY ESSAYS

个人陈述和补充文书在大学申请过程中发挥着至关重要的作用。学生通过个人陈述和补充文书向大学招生委员会展示他们独特的品质、经验、愿景和个人成长经历。学生通过个人陈述讲述除学术成就之外的人生故事，他们可以展现自己的性格、热情，畅想未来对大学社群的贡献。升学老师将指导学生完成个人陈述的写作，提供宝贵的见解，给出专业的反馈。他们根据对学生的了解，指导学生撰写真实、独特并且令人印象深刻的个人陈述和补充文书。升学老师具备帮助学生准确描述个人优势、目标和成长故事的专业知识，也具备帮助学生提高获得理想大学录取机会的能力。

美国大学本科通用申请系统（Common App）、加州大学申请系统(UC system) 以及英国高校联合招生委员会(UCAS)中个人陈述的问题在重点和结构要求上稍有不同。

Common App： 学生可以从Common App提出的几个题目里选取一个进行创作。这些题目通常围绕着个人经历、成长和反思。Common App的文书题目包括探索一个有意义的成就，讨论一个重大的挑战或失败及其影响，反思个人身份，或叙述个人成长的重要时刻。

学生可以进行头脑风暴，反思他们的经历、价值观和愿景，为Common App中的题目做准备。学生应该选择一个能够与之产生共鸣的题目，分享一个扣人心弦的故事或展示他们的独特品质。个人陈述通常需要经过多次打磨，学生寻求升学老师和个人导师的反馈，认真修改以保证个人陈述的清晰、连贯和真实。

Personal statements and supplementary essays play a crucial role in the college application process worldwide. These written components provide students with an opportunity to showcase their unique qualities, experiences, aspirations, and personal growth to university admissions committees. Personal statements allow students to present a compelling narrative that goes beyond their academic achievements, highlighting their character, passions, and potential contributions to the university community. At Huili School Shanghai, our experienced university counsellors guide students through the writing process, offering valuable insights and feedback. They provide individualised support, helping students craft authentic and impactful personal statements and supplementary essays. By leveraging their expertise, our counsellors ensure that students effectively communicate their strengths, goals, and personal stories, maximising their chances of securing admission to their desired universities.

The personal statement questions in the Common App, UC system (University of California), and UCAS (Universities and Colleges Admissions Service) vary slightly in their focus and structure. Here's an overview of each:

Common App: The Common App provides several essay prompts from which students can choose. The prompts often revolve around personal experiences, growth, and reflection. Examples of Common App prompts include exploring a meaningful accomplishment, discussing a significant challenge or failure and its impact, reflecting on a personal identity, or narrating a moment of personal growth.

To prepare for the Common App personal statement, students can start by brainstorming and reflecting on their experiences, values, and aspirations. They should consider selecting a prompt that resonates with them and allows them to share a compelling story or showcase their unique qualities. It's essential to draft multiple versions of the essay, seeking feedback from trusted advisors or mentors, and revising it to ensure clarity, coherence, and authenticity.

UCAS：UCAS是英国的大学所使用的申请系统。UCAS的个人陈述是一篇文章，让学生展示他们的动机、学术兴趣和课外活动。重点是学生为什么对他们选择的课程感兴趣，以及他们的经验和资历如何与之相符。

为了准备UCAS的个人陈述，学生应该深入研究他们所期望的课程和大学。他们应该反思自己的学术兴趣、相关经验以及在所选领域的愿景和目标。重要的是，学生要表现出对该学科的真正热爱，展示相关的技能和成就，并强调所选课程如何匹配他们的学术和职业目标。结构、语言和语法也是呈现一篇精炼、优秀论文的关键。

在任何情况下，学生都应留出充足的时间来集思广益，起草和修改个人陈述。老师、辅导员或导师的反馈意见可以提供有价值的观点。阅读范文、从其他来源寻求灵感以及在整个写作过程中保持真实和反思的语气也是有益的。

UC system: The UC system requires applicants to respond to a set of personal insight questions. These questions aim to evaluate specific aspects of a student's experiences, interests, and perspectives. The UC personal insight questions include topics such as leadership, creativity, academic preparation, overcoming challenges, and significant achievements.

To prepare for UC personal insight questions, students should review each prompt carefully and choose the ones that allow them to highlight their strengths and experiences effectively. It's crucial to provide specific examples and anecdotes that showcase personal growth, demonstrate initiative, or highlight how they contribute to their communities. Students should also consider the interconnection between their responses and ensure coherence across all essays.

UCAS: UCAS is the application system used by universities in the United Kingdom. The personal statement for UCAS is a single essay that allows students to showcase their motivation, academic interests, and extracurricular involvement. The focus is on why the student is interested in their chosen course and how their experiences and qualifications align with it.

To prepare for the UCAS personal statement, students should research their desired courses and universities thoroughly. They should reflect on their academic interests, relevant experiences, and future aspirations within the chosen field. It's important to demonstrate a genuine passion for the subject, showcase relevant skills and achievements, and highlight how the chosen course aligns with their academic and career goals. Attention to structure, language, and grammar is also crucial to present a polished and well-written essay.

In all cases, students should allow ample time for brainstorming, drafting, and revising their personal statements. Seeking feedback from teachers, counsellors, or mentors can provide valuable perspectives. It's also beneficial to read sample essays, seek inspiration from other sources, and maintain an authentic and reflective tone throughout the writing process.

15.0 大学申请时间表
UNIVERSITY APPLICATION TIMELINE

为确保学生能够在截止日期前提交大学申请，学校精心制定了大学申请时间表。根据时间表安排，学生将有充足的时间探索有意申请的大学、确定学术和个人目标，并创建自己的选校表。随着申请过程的推进，学校将在申请的每一个阶段为学生提供系统性的指导与支持。升学指导老师会通过工作坊和一对一面谈等方式指导学生撰写个人陈述、选择撰写推荐信的老师、指导学生进行面试准备。本时间表还包含了定期见面和重要面谈时间节点，以便跟进申请状态，解决问题，确保学生申请正常进行。严格遵守本时间表上的时间安排，将确保学生高效、准时完成大学申请。

Huili School Shanghai has meticulously developed a comprehensive university application timeline that ensures all applications are submitted within the designated deadlines. The timeline begins well in advance, allowing students ample time to research and explore universities, identify their academic and personal goals, and create a well-rounded list of potential institutions. As the application process progresses, Huili School Shanghai provides structured guidance and support at each stage. College counsellors facilitate workshops and individual meetings to assist students in crafting compelling personal statements, selecting appropriate recommendation letter writers, and preparing for interviews. The timeline also incorporates regular check-ins and milestones to monitor progress, address any challenges or concerns, and ensure that students remain on track. By implementing such a detailed and meticulous timeline, Huili School Shanghai equips its students with the tools and resources necessary to navigate the university application process efficiently and submit all applications within the specified due dates.

考试日期 Deadlines	报名截止日期 Mandatory tasks
2024年9月20日 September 20, 2024	英国：UCAS上剑桥大学、牛津大学、英国医学、牙科学及兽医学的全部申请 All applications for Cambridge, Oxford, and UK medicine, UK dentistry, and UK veterinary science must be completed and submitted on UCAS.
2024年10月18日 October 18, 2024	美国：提前决定、早申请和限制性早申请形式的大学申请 香港地区：第一轮大学申请 All applications for Early Decision, Early Action, or Restrictive Early Action applications to the US, and first-round Hong Kong applications must be completed and submitted.
2024年11月15日 November 15, 2024	美国：加州系统申请、Common Application及Coalition申请系统中的滚动录取形式的申请 加拿大：早申请批次的大学　香港地区：所有大学申请 All applications to UC system, rolling admissions for common app or coalition, Priority Canada, and Hong Kong applications must be completed and submitted.
2024年11月29日 November 29, 2024	第一轮滚动录取的大学申请截止 The first round of rolling admissions is due.
2024年12月20日 December 20, 2024	所有经UCAS的大学申请截止 All remaining UCAS applications are due.
2025年1月17日 January 17, 2025	所有滚动录取的大学申请截止（在提前决定/早申请中被拒绝或等待名单上的学生建议在此之前完成递交申请） All final rolling admissions are due (students who were rejected or waitlisted for their ED/EA are recommended to meet this deadline)
2025年2月14日 February 14, 2025	所有新加坡大学的申请 All applications for Singapore must be submitted.
2025年3月14日 March 14, 2025	所有欧洲国家大学的申请（有些学校截止日期较早，视具体情况而定） All European applications must be submitted (some universities may have earlier deadlines).
2025年5月2日 May 2, 2025	确认是否申请韩国、日本澳大利亚以及新西兰大学 Confirm intent to apply to Korea, Japan Australia, and New Zealand

16.0 大学访校
COLLEGE VISITS

学生应该抓住机会探访海外大学，并形成自己对于大学的独特见解。访校可以使学生获得关于学校最直观的感受。他们可以探索校园设施，与在校学生互动，参加信息分享会并了解整个校园文化。我们深知访校的重要性，因此，升学指导团队也会邀请各地大学招生官莅临本校与学生见面。学生和家长可以在大学招生官到访时与他们直接交流，提出自己关心的问题，并了解各种课程、入学要求和校园生活等。这样的机会有助于学生在未来面临选择时做出明智的决定，并找到与自己学术、性格和职业愿景匹配的大学。

Students should seize the opportunity to visit universities and colleges to gain valuable insights into their university fit. These visits provide firsthand experiences and allow students to explore campus facilities, interact with current students, attend information sessions, and get a sense of the overall campus culture. Huili School Shanghai recognises the significance of such visits and actively facilitates them by inviting universities from around the world to the school. These visits offer students and parents the chance to engage with university representatives, ask questions, and learn about various programs, admission requirements, and campus life. By providing these opportunities, Huili School Shanghai enables students to make well-informed decisions about their future education, ensuring that they find the university or college that aligns with their academic, personal, and career aspirations.

17.0 NCAA 指南
NCAA GUIDELINES

全国大学体育协会（NCAA）对于有志于在大学阶段参加体育竞赛的学生来说非常重要。为了提高竞争力、增加被录取的几率，高中学生运动员需要重点关注以下几个方面：

- 第一，优先确保IGCSE/IBDP成绩优异，满足NCAA的学术资格。
- 第二，参加校内和校外的竞技体育项目，可以锻炼专项运动技能，并增加自己的曝光度。学生运动员还应该积极参加课外活动、担任领导角色和增强社区参与，以展示他们的综合素质和信念。
- 第三参加体育训练营、大小型比赛和锦标赛，以及与大学教练联系，以提高自身知名度。
- 第四，保持良好的身体状态、提高运动技能并寻求高中教练和体育部门的指导，是准备参加大学体育项目的关键步骤。

通过遵守NCAA准则并积极投身体育和学术发展，学生运动员可以在大学体育项目的招募中占据有利地位。

The National Collegiate Athletic Association (NCAA) guidelines are essential for student-athletes aspiring to compete at the collegiate level in the United States. To become competitive and attract recruitment opportunities, high school student-athletes should focus on several key areas.

- Firstly, they should prioritise academic success by maintaining high IGCSE/IBDP grades and fulfilling the NCAA's academic eligibility requirements.
- Additionally, participating in competitive sports programs, both within and outside of school, can provide valuable exposure and opportunities for skill development. Student-athletes should also actively engage in extracurricular activities, leadership roles, and community involvement to showcase their well-roundedness and commitment.
- Attending sports camps, showcases, and tournaments, as well as reaching out to college coaches, can help build connections and increase visibility.
- Furthermore, staying in good physical shape, honing athletic skills, and seeking guidance from high school coaches and athletic departments are crucial steps in preparing for collegiate athletics.

By adhering to NCAA guidelines and actively investing in their athletic and academic development, student-athletes can position themselves competitively for recruitment by university sports programs.

18.0 补助金和奖学金
FINANCIAL AID AND SCHOLARSHIPS

上海惠立学校致力于支持学生在申请大学时争取补助金和奖学金。大学升学及职业规划组为学生申请财政援助和奖学金提供资源和指导。我们鼓励学生探索多种奖学金类型，包括大学特定的奖学金、政府赞助的奖学金以及为国际学生提供财力支持的私人组织。

升学组提供信息分享会、工作坊和一对一面谈，以帮助学生了解奖学金的申请过程。此外，学生可以利用在线平台、奖学金搜索引擎和国际奖学金目录了解向国际学生开放的奖学金机会。通过利用这些资源和升学指导老师的专业知识，学生可以最大限度地提高获得助学金和奖学金的机会，完成学业。

一些向国际留学生开放申请的奖学金：

- 富布赖特奖学金：富布赖特奖学金为在美国学习的国际学生提供学费、生活费和往返机票费。
- 志奋领奖学金：志奋领奖学金是英国外交、英联邦及发展事务部为国际学生提供的全额奖学金项目。
- 伊拉斯谟+奖学金：伊拉斯谟+由欧盟为在欧洲国家学习的国际学生提供的奖学金。本科生、研究生和博士生均可申请。
- 澳大利亚政府奖学金：澳大利亚政府向来自特定国家的国际学生提供的奖学金，以支持他们在澳大利亚学习，包括学费、生活费和健康保险。
- 英联邦奖学金：英联邦奖学金和研究金计划向来自英联邦国家的学生提供奖学金，供其完成高等教育。这些奖学金在几个英联邦成员国也有提供。
- 大学自行向国际生提供的奖学金：很多大学为国际学生设立奖学金。不同的奖学金的授予标准、资助金额和申请过程各不相同。学生可以浏览大学官网以获得更多详细信息。

由于奖学金的申请条件和奖励标准大相径庭，学生应仔细研读有意申请的奖学金的申请条件和截止日期。

Huili School Shanghai is committed to supporting students in their pursuit of financial aid and scholarships for their university applications. Our dedicated higher education and careers department provides guidance and resources to assist students in identifying and applying for available financial aid options and scholarships. Students are encouraged to explore various avenues, including university-specific scholarships, government-sponsored scholarships, and private organisations that offer financial support to international students.

The department offers information sessions, workshops, and one-on-one counselling to help students navigate the scholarship application process. Additionally, students can utilise online platforms, scholarship search engines, and international scholarship directories to discover opportunities specifically tailored to international students. By leveraging these resources and the expertise of our counsellors, students can maximise their chances of securing financial aid and scholarships that will support their educational journey.

There are several scholarships available for international students pursuing university studies. Here are a few examples:

- Fulbright Scholarships: The Fulbright Program offers scholarships for international students to study in the United States. It provides funding for tuition, living expenses, and travel.
- Chevening Scholarships: The UK government's global scholarship programme, Chevening, offers fully funded scholarships to outstanding international students who wish to study in the United Kingdom.
- Erasmus+ Scholarships: Erasmus+ is an EU-funded program that provides scholarships for international students to study in European countries. It supports various study levels, including undergraduate, graduate, and doctoral programs.
- Australia Awards Scholarships: The Australian government's scholarship program, known as Australia Awards, offers scholarships to international students from selected countries to study in Australia. It covers tuition fees, living expenses, and health insurance.
- International scholarships from universities: Many universities worldwide offer scholarships specifically for international students. These scholarships can vary in terms of eligibility criteria, funding amounts, and application processes. Students can explore the websites of their desired universities to find out about the scholarships available to them.

It's important to note that the availability and criteria for scholarships may vary, so students should thoroughly research and carefully review the requirements and deadlines for each scholarship they are interested in applying for.

附件A
APPENDIX A

本承诺书制定原因如下：

1. 确保学生大学申请顺利有效地进行；

2. 惠灵顿（中国）上海惠立学校是"国际升学指导协会"成员之一。学校及本校学生须遵守"国际升学指导协会"制定的职业道德准则与行为规范；

3. 确保申请者大学申请全程秉承惠立五大核心价值观：仁、义、礼、勇、信。

诚信：

学生必须提交真实、准确的信息和申请材料。学生必须独立完成大学申请，包括撰写申请文书。尽管任课老师或升学老师可以帮助学生校审申请文书，但是招生官可以轻易判断学生提交的文书是否被过度修改或由他人代笔。若发现学生有意伪造申请材料、提供虚假信息的行为，升学组将不得不据实把有关信息汇报给相关大学招生办公室。学校仅向大学发送申请材料和文件，并有权拒绝向任何第三方发送学生文件。

诚信：

学生必须遵守《大学升学及职业规划手册》中明确规定的内部截止日期。如学生错过内部申请日期，学生申请可能无法按时递交给有意申请的大学。学生须按时提交申请学校清单。为确保在规定的时间内提供申请学校清单，学生应当尽早进行选校。

CIALFO：

CIALFO是为家长、学生、升学指导和教师准备大学升学和职业探索提供服务的线上平台。惠立学校将使用CIALFO作为学生大学选校和申请的管理平台。学生将定期登录CIALFO，更新大学申请列表，并根据升学组和IB团队的要求修订申请材料。学生必须将大学申请结果及时告知升学老师。

The reasons for the guidelines are to ensure the following three points:

1. That each student's university application process runs smoothly and effectively;

2. That Wellington College China (WCC) Huili School Shanghai and its students adhere to the ethical standards set forth in the Code of Ethics and Professional Practices (CEEP) put forth by the International Association of College Admissions Counseling (International ACAC) of which we are a member; and

3. Huili values of courage, respect, integrity, kindness, and responsibility are upheld in the entire application journey.

Integrity:

All reported information in applications must be true and accurate to reflect your own work. Students are expected to submit applications, including essays, they have completed themselves. While it is good practice for a student to have their essay proofread by a teacher or a counsellor, over-edited/flawless or essays written by someone else will be obvious to admissions officers. The Higher Education and Careers Department is obliged to report to universities any intentional misrepresentation or lapse of integrity on the part of the student that occurs at school. The school has the right to decline to send any documents to third parties. The school will only send documents directly to universities.

Internal deadlines:

Students must meet the internal deadlines outlined in the higher education and careers handbook. If a student misses the deadline, the student and parent understand that requests may not be completed, or the application may not reach the intended institution by the due date. Submission of the early or final university list within the mandated deadline is crucial, therefore students are expected to start their university research in a timely manner.

CIALFO:

CIALFO is an online platform for college and career readiness for parents, students, counsellors, and teachers. CIALFO is a platform that Huili will use as a management portal that will help students submit and organise their college research and applications. Students will regularly log in to , update their university application lists, and maintain records or documents in as requested by the HE and IB team. Students must notify their counsellor about results and if they choose to apply in another round.

申请学校数量：

升学组建议每位学生申请八所大学，但最多不得超过十二所。我们将帮助学生提交不超过十二所大学的申请。通过大英国高校联合招生委员会（UCAS）、加州大学申请系统、爱尔兰大学及医学院联盟(IUMC)、安大略省大学申请中心（加拿大OUAC）递交的申请将视为一所大学。学生应对其所申请的大学进行充分调研，选择真正感兴趣并且与自身学术实力匹配的院校。这样的申请策略有利于提高学生大学录取几率，并防止过度申请带来的潜在风险或对下一届惠立申请者造成的名誉损失。

预估分：

学生和家长应充分尊重学科老师的决定和给出的预估分。如果学生和家长对分数有任何疑问，必须按照《升学手册》中的流程，先与学科老师沟通。如有必要，在学科老师同意后与升学老师进一步商讨。如各方对上述预估分申诉无异议，学部校长将签署申诉相关文件。

申请材料审查：

升学组必须在申请递交前审阅全部申请材料，包括申请文书。因此，学生须在截止日期前向升学老师提交全部申请材料终稿（具体截止日期见本承诺书末尾）。学生不得接受超出编辑和修订范围的外部帮助，一经发现此类情况，学校将如实反馈给相关大学。此外，如发现学生提供具有误导性的、不准确的、虚假的或抄袭的申请材料，学科老师和升学老师将无法为学生提交推荐信。学生在整个申请过程中必须遵守惠立学术诚信原则，包括但不仅限于个人陈述、补充文书、各大学独立申请文书、面试等。学生的申请材料终稿将与平时作业进行比较，以确保申请材料的真实性。

Limited Applications: (average of 8 apps, max of 12)

We are implementing a 12-application limit per student. An application through UCAS, the Universities of California, the Irish Universities & Medical Schools Consortium, and the Ontario Universities' Application Center, each count as one application. Applications are to be fully researched, of true interest, and appropriate for the student's academic record. This approach enhances the likelihood of admission and prevents students from excessively applying to universities and potentially risking their admissions opportunities or the reputation of future Huili applicants.

University Predicted Grades (UPGs):

Students and their parents will fully respect the decisions of teachers and the UPGs they determine. If students and parents have any questions regarding their grades, they must follow the appeals process explained in the HE handbook. Students must first speak to their IB subject teacher, and if agreed by the teacher, it moves to your counsellor for further discussion if necessary. If all parties agree with the appeals process, the head of secondary will sign the appeals process document.

Review of Application Components:

The HE team must review all components of the university application, including essays, prior to submission. Therefore, students are expected to communicate with their HE counsellor and share their final application documents prior to deadlines listed at the end of this consent form. Outside help that goes beyond the scope of editing and revision is unacceptable, and if found, a report will be sent to relevant universities informing them of the situation. Additionally, all letters of recommendation written by teachers and the HE counsellor will be withheld from universities if misleading, inaccurate, false, or plagiarised work is found. Students must follow Huili's academic integrity policy throughout their application journey including but not limited to personal statements, supplementary essays, personal insight questions, interviews, etc. Students' final works will be compared to their previous work completed in their classes as a comparison to check their integrity and accountability.

提前决定(ED)（仅限美国大学）：

ED又称绑定性早申请。具有申请时间早和决定时间早、有入学绑定的特点。每位申请者仅可申请一所ED形式的大学。一旦被录取，申请者需要撤销或放弃全球其他大学的申请、录取，并进入该所大学就读。升学老师将不会再向其他大学递交成绩单。凡是考虑申请ED形式大学的学生须与升学老师决定选择的大学，升学组组长会签署相应大学的ED协议。

Early Decision Obligations (U.S. applications only):

If students apply to a binding Early Decision (ED) university, this indicates that this institution is their first choice for further study and therefore, they may not apply ED to another school. If admitted to an ED university, other applications already submitted must be withdrawn. The HE counsellor will not process requests for transcripts to be sent to other universities. To proceed, students must have a conversation with their counsellors before the Head of the HE department signs the ED agreement.

IB官方成绩：

国际文凭组织（以下简称IBO）将在审查学生全球统考成绩和其他必须提交的材料后综合评定学生成绩。尽管升学组和IB团队会协助学生查看最终成绩，但是学生大学录取过程和结果将不受此影响。

Official IB Results:

All final results are awarded by the International Baccalaureate Organisation and are based on their review of exams and other requested materials. While the HE team and the IB Team are happy to support students in requests for result reviews, we are not responsible for how each university will evaluate final results nor any effect they may have on offers of admission.

正式成绩单：

惠立学校将负责提供所有正式文件，包括正式成绩单，IB预估分，IGCSE考试成绩以及升学老师和学科老师推荐信（如适用）。提交给大学的正式成绩单将包括学生IGCSE统考考试成绩，十一年级学术报告，以及十二年级IB预估分。学生须自行跟进每所大学要求提供的各类材料。

学校禁止一切操控和修改学生成绩的行为。转学生成绩单将包括原学校成绩。学生向学校申请正式或非正式成绩单须提前至少三个工作日。升学老师负责为学生出具正式成绩单。学校将通过CIALFO系统直接向各大学提交学生成绩单，对于不适用CIALFO系统的大学，学校将直接向其提交学生申请材料。

Official Transcripts:

Official school documentation such as the transcripts is the responsibility of Huili School. This includes official transcripts, IB predicted scores, IGCSE exam results, and counsellor and teacher references (if applicable). The final transcripts will include their final IGCSE exam results, report grades from grade 11, their predicted IB grades for Grade 12. It is the responsibility of the student to keep track of the documentation and forms that each specific university requires. The school will not take any request to manipulate or amend the grades of students in the transcripts. Transfer students must obtain their transcripts from their previous school. Students requesting an unofficial/official transcript must follow the 3 working days policy. The assigned counsellor for each student is responsible for printing official transcripts. The school will send transcripts directly to universities if it is not within the CIALFO network.

确认入读：

确定计划就读的大学后，学生将按要求向学校支付入学定金。尽管升学组在申请阶段指导学生申请全球范围内的大学，但学生最终只能选择一所大学支付确认入读定金。如学生有意就读于香港、荷兰和新加坡等国家的大学，则不受上述规定约束。若学生向多所大学支付入学定金，则升学组承担告知相关大学的道德责任。学生个人需承担因违反上述规定所产生的任何后果。

Matriculation:

All students who plan to matriculate to university for the following academic year will need to make a deposit to reserve their offer (where applicable). While we support university applications throughout the world, you are only allowed to make an enrolment deposit at one university with the exception of some offers from Hong Kong and the Netherlands. If it becomes apparent that you have deposited to multiple universities, the HE team is ethically responsible to notify those universities. Students are responsible for ensuring that only one deposit is made to their selected university and if students fail to follow this policy, students are fully responsible for any repercussions.

推荐信:

学校将于2024年3月发布推荐信时间安排。学生应当严格遵守时间要求。每位学生可以向不超过两位学科老师索要推荐信。学生须当面告知学科老师,并按照推荐信索要流程向学科老师提出申请。学生和家长须尊重学科老师的决定,学科老师有权拒绝学生的请求。

Letter of Recommendation:

All students are expected to follow the letter of recommendation timeline that will be launched in March 2024. Students may request a maximum of two academic teacher' references. Students must ask teachers in person and follow the letter of recommendation protocol. Students and parents must respect that teachers are allowed to say no to a request by a student.

签约留学机构:

学校不建议学生聘用校外留学机构。学生由指定的校内升学老师辅导文书写作、准备申请材料并递交申请。如学生已与校外留学机构签订协议,学生和家长须知一切申请材料仅可由校内升学老师收集并提交给大学。

学校不得与任何独立升学指导共享学生申请材料。学校仅向大学直接提交申请材料。如果校外留学机构要求学生提供任何补充材料,学校有权拒绝。如果学生或校外留学机构未经升学组同意而直接递交申请,升学组将如实通知相关大学。

Working with Agents:

The school does not advise students and families to work with outside agents and advisers. Students will be assigned a Huili university counsellor to review essays and application forms, as well as collect and send all school documentation. If the student is working with an agent outside the school, the parents and student must understand that it is the responsibility of the school counsellors to collect and submit all final applications to the university. The school will not share school documents with independent educational consultants but only with universities directly. If the agent is asked to send any supplementary documents, the school has the right to refuse. If the student or an outside agent decides to send the final applications without informing the Higher Education and Careers Department, we are responsible for informing the universities to which the student applied.

间隔年:

如果学生计划休学一年或推迟大学入学,在校期间仍须遵守惠立升学流程,并完成至少一所大学申请。

Taking a Gap year:

If a student is planning on taking a gap year, the student must still engage and follow the university advising process during their time at Huili, even if the student applies later.

标准化考试分数:

学生须自行完成SAT、 ACT、多邻国、托福和雅思等标准化考试的送分工作。

Standarised Tests Scores:

It is the responsibility of the student to submit SAT, ACT, Duolingo, TOEFL, and ITELTS scores from the testing agencies to the universities directly.

升学面谈:

为保证学生大学规划和申请的质量,家长和学生每学期必须与指定的升学老师进行一次面谈。学校将会通知学生和家长学年内面谈的具体时间。家长和学生也可通过在线会议预约系统预约面谈时间。

Mandatory Meetings with University Guidance Counsellor:

To ensure the quality of applications and university planning, it is mandatory that parents and students have one mandatory meeting with their assigned counsellor each semester. The school is responsible for informing students and parents when their allocated meeting time slots will be placed during the school year. Parents and students are welcome to book ad hoc meetings with counsellors anytime throughout the school year using the Calendly system.
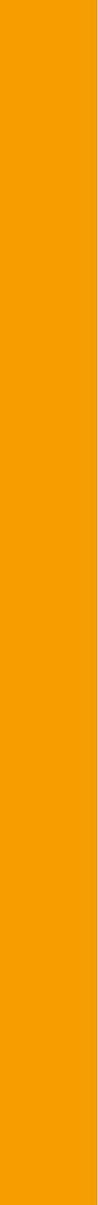
惠贤育能，立德树人。

Pioneering education to serve and help shape a better world.