

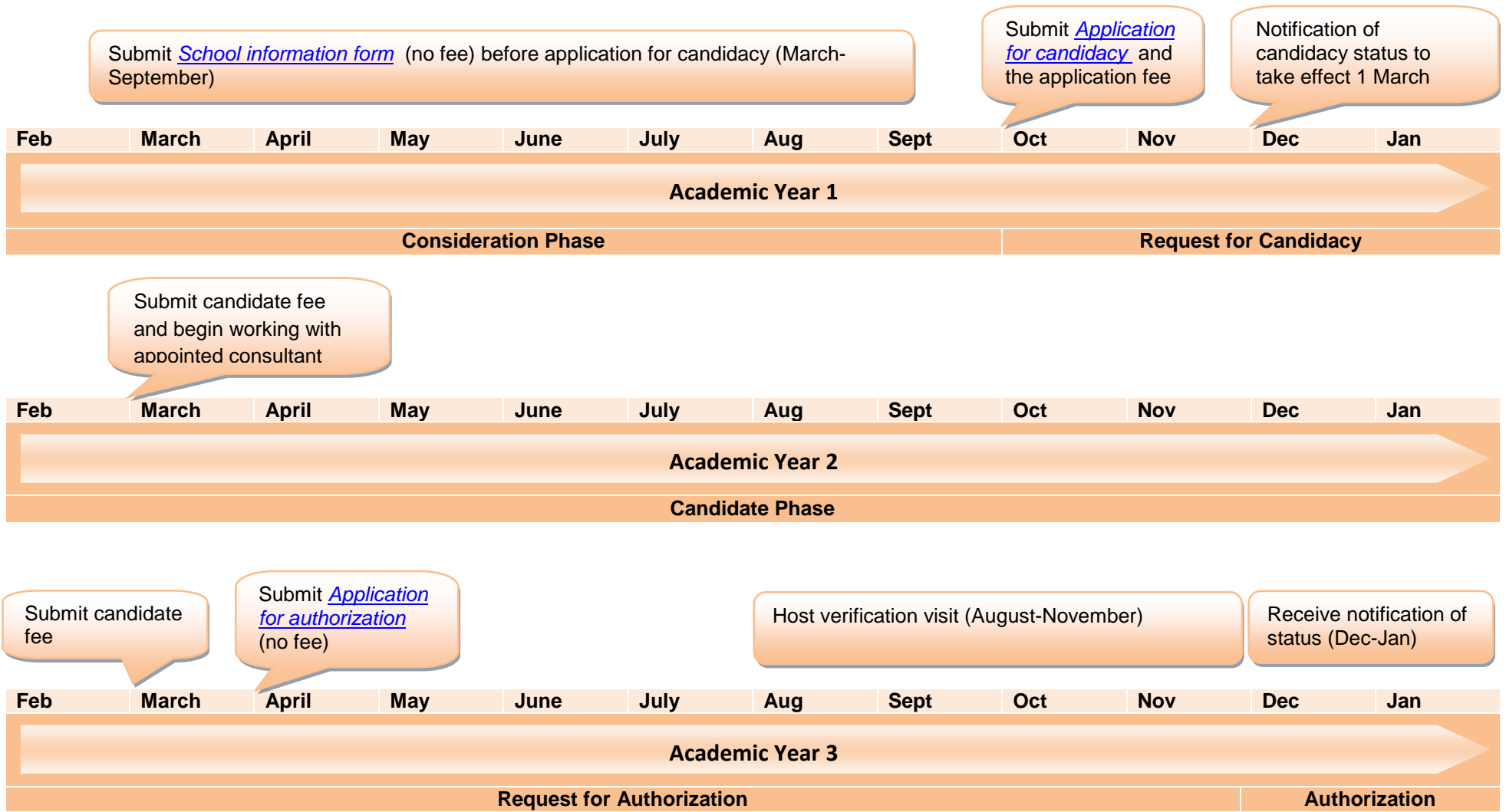
IB Americas Middle Years Programme application timeline and fees

For schools with an academic year commencing February/March

	Academic Year 1	Academic Year 2	Academic Year 3
Phase	Consideration Phase / Request for Candidacy	Candidate Phase / Request for Authorization	Candidate Phase / Verification Visit
Required Activities	<ul style="list-style-type: none"> • Submit the School information form to iba@ibo.org • Investigate IB philosophy • Identify resources for implementation • Analyze programme requirements as outlined in the Guide to school authorization • Gain support from teachers, head of school, school district/board and students • Order the IB MYP Starter Pack • Designate a coordinator • Develop an action plan to ensure successful implementation (see chart 3 in Application for candidacy) • Attend a category 1 workshop (head of school or designee) • Prepare <i>application for candidacy</i> using the Guide to school authorization 	<ul style="list-style-type: none"> • Begin trial implementation of the programme • Work with an IB-appointed consultant for a two-day on-site visit and 20 remote hours per candidate year • Set-up teacher accounts to the Online Curriculum Centre • Develop systems for teachers collaborative planning and reflection • Further develop the action plan • Develop supporting documents related to policies, scheduling, subjects offered and curriculum development for the Application for authorization • Prepare <i>Application for authorization</i> using the Guide to school authorization 	<ul style="list-style-type: none"> • Submit Application for authorization • Review feedback and prepare for the verification visit (see Guide to school authorization) • Continue developing and implementing action plan • By the time of the verification visit: <ul style="list-style-type: none"> • At least one teacher per subject group and the MYP coordinator must have attended IB category 1 workshops • All MYP teachers must have participated in an on-site general MYP workshop <p>Upon acceptance of the Application for authorization, a visit to the school will be carried out to verify the school's claim that it has taken all the necessary actions and is prepared to become an IB World School.</p> <p>The purpose of the visit is to ensure that the educational principles, standards and practices on which the IB programme is founded will be maintained and furthered.</p> <p>The IB Director general makes the final decision in granting or denying authorization.</p>
Strongly Recommended Activities	<ul style="list-style-type: none"> • Send school officials and pedagogical leaders to an IB Orientation Seminar • Contact or visit IB World Schools offering the MYP • Start sending staff to IB-recognized professional development 	<ul style="list-style-type: none"> • Request an in-school category 1 workshop for all staff • Continue attendance at workshops (categories 1 – 3) 	
Deadlines	Submit Application for candidacy by: 1 October		Submit Application for authorization by: 1 April
Fees	Application Fee: USD 4000* 1 October	Candidate Fee: USD 9,500* 1 March	Candidate Fee: USD 9,500* 1 March

**All fees are subject to change*

Minimum Duration of the application timeline



Fees and other budgetary items

Application Fee: USD 4,000*

Description	A non-refundable fee is charged to the school once at the time of submission of Application for candidacy	
Services provided	<ul style="list-style-type: none"> Counseling services Subscription to the online curriculum centre for all school staff 	<ul style="list-style-type: none"> Review and feedback for Application for candidacy

Candidate Fee: USD 9,500*

Description	<p>A non-refundable fee is charged to the school annually from 1 March until school authorization.</p> <p><i>*Where schools have formed partnerships to offer the Middle Years Programme, all schools other than the contact school will each pay an additional amount equal to 10% of the candidate fee. Each partner school will be registered as a candidate in its own right and will receive the same communications and support as the contact school. Please note that the contact school must be a high school.</i></p>	
Services provided	<ul style="list-style-type: none"> Ongoing counseling services by IB Americas Review and feedback for Application for authorization Subscription to the online curriculum centre for all school staff 	<ul style="list-style-type: none"> A two-day on-site consultation visit The remote services of a consultant for up to 20 hours per candidate year The two-day on-site verification visit

Annual School Fee: USD 8,700*

Description	<p>A non-refundable fee is charged to the school annually as from 1 September (Aug-Sept schools) / 1 March (Feb-March schools) after authorization.</p> <p><i>*Where schools have formed partnerships to offer the Middle Years Programme, all schools other than the contact school will each pay an additional amount equal to 10% of the annual fee. Each partner school will be registered as an IB World School in its own right and will receive the same communications and support as the main partner school.</i></p>	
Services provided	<ul style="list-style-type: none"> Creation and development of curriculum materials and teacher support guides Subscription to IB World magazine The review of evaluation documentation 	<ul style="list-style-type: none"> Subscription to the online curriculum centre for all teachers and school staff Counseling services Communication and marketing support

Programme Evaluation Visit Fee: USD 3,500*

Description	<p>The programme evaluation visit is mandatory for all authorized MYP schools. It ensures the quality of programmes in IBO-authorized schools, while offering feedback to each school. Programme evaluation occurs five (5) years after official authorization to offer the programme, and every five (5) years thereafter.</p> <p><i>*Where schools have formed partnerships to offer the Middle Years Programme, all schools other than the contact school will each pay an additional amount equal to 10% of the evaluation visit fee.</i></p>	
Services provided	<ul style="list-style-type: none"> The two-day on-site evaluation visit 	

Student Assessment Fees

Description	Monitoring of Assessment Fee: USD 195* for each subject area Monitoring of Assessment aims to provide advice and guidance regarding general assessment principles within a subject and is optional for all IB World Schools offering the MYP, but is required as part of the programme evaluation process, and also the curriculum flexibility approval process, for schools that do not submit to moderation.
Services provided	School-specific report providing feedback and guidance on assessment within the subject(s)
Description	Moderation Subject Fee (Optional): USD 639* for each subject area The moderation subject fee is linked to validation of schools' results in a specific subject and is required only for schools requesting IB-validated results.
Services provided	MYP documentation (records of achievement and certificates), as well as a school-specific report providing feedback and guidance
Description	Moderation Per Capita Student Fee (Optional): USD 62* per student The moderation per capita student fee is a variable fee depending on the number of registered students for moderation.
Services provided	MYP documentation (records of achievement and certificates), as well as a school-specific report providing feedback and guidance

Additional Budgetary Items

Description	<ul style="list-style-type: none"> Ongoing teacher professional development at IB workshops in order to meet requirements outlined in the <i>Programme evaluation self study questionnaire</i> Regular collaborative planning time for teachers (including media specialists, librarians) IB publications for teachers (see the publications catalogue on the IB website, http://store.ibo.org/) 	<ul style="list-style-type: none"> The position of the MYP coordinator, which must include non-teaching time Additional resources for the library/media centre
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