



## EIM Integrity Assurance Agreement 2024-25

Schools within the Education in Motion (EIM) network value positive relationships with universities and strive to maintain these relationships for the benefit of current and future students' application success. To preserve our reputation and to process any application, the following must be signed by you and your parent **BEFORE** any applications will be processed by the Counselling Office. Maintaining the Integrity Assurance Agreement benefits you and future generations of Dulwich students. Universities are well aware of and wholeheartedly support this policy.

**Application Due Dates:** I agree to and will complete all tasks/assignments, as well as request/provide all paperwork from/to my University Counsellor by the due date on the DHSZ University Application Timeline. I am aware that deadlines may change according to the semester calendar. Any ED, EA, Restricted Early Action (REA) or early-UK applications are subject to different (i.e. earlier) dates than Regular Decision applications. Any Visual and Performing Arts applications have separate deadlines that may be earlier than Regular Decision candidates. Failure to prepare the required portfolio, essays or other materials is not an acceptable reason to miss DHSZ deadlines.

**Authentic:** I certify that all information submitted in the admission process is my own work, factually true, and honestly presented, and that these documents will become the property of the institution to which I am applying and will not be returned to me. I understand that I may be subject to a range of possible disciplinary actions, including admission revocation, expulsion, or revocation of course credit, grades, and degree should the information I have certified be false. I understand that I **must not** share my log-in and password details with anyone.

**DHSZ E-mail:** If you provide contact information to a university or admission officer, you **must** use your DHSZ email address. You must also use your DHSZ e-mail address when applying to a university or creating university application accounts (a student portal).

**EIM Counsellor Responsibility:** The Counsellor is obliged to report to universities any intentional misrepresentation or lapse of integrity as well as any changes to Year 13 courses, taken or projected.

**Student/Parent Agreement:** I agree to and will abide by the following terms of applying to university:

- **Applications:**
  - I may make up to ten (10) applications.
  - Applications are only to be made, and DHSZ documents will only be submitted to the university's main undergraduate admission office.
  - UCAS: The UCAS application counts as one application, up to five (5) UK universities.
  - Each foundation program counts as one (1) choice.
  - University of California: The University of California (UC) application counts as one application, up to nine (9).
  - OUAC (Ontario Universities' Application Centre) counts as one choice, up to 21 universities.
  - Applications are to be fully researched, of true interest and appropriate for my academic record and approved by the Counselling Office.
  - Any application which requires an interview, SRAR/self-reported grades or other action, must be completed by the university required deadlines.
  - Only DHSZ teacher letters of recommendations that are prepared in Year 12 will be submitted by the Counselling Office.
  - Ten applications help to build up a balanced university list. If I/parent chooses not to heed the advice of the Counselling Office about a balanced list, the Counselling Office is not responsible for the outcome.
  - If an additional university application is made that is not on your approved list and/or if it exceeds the ten universities, DHSZ will **NOT** send a mid-year report or final documents. including but not limited to final transcript, graduation certificate, A-Level results or any letters of recommendation from either your Counsellor or teachers.
- **Changing Applications:**
  - Once the August/September parent meeting has been conducted, a Final List of ten (10) applications **MUST** be submitted to and approved by a Counsellor.



- No changes are permitted less than one month before the university deadline.
- Removing a “most likely” university will not be permitted.
- Once an offer is received, universities that are deemed “more competitive” CANNOT be switched with a university already on the list.
- If no offers are received, UCAS will automatically approve you to make an EXTRA choice. This should be discussed with a counsellor.
- **Number of Accounts:**
  - I will have only one (1) Common App, UCAS, Coalition, UC, etc. account for each possible application system. This account is connected to my DHSZ official school email account. I will only submit applications under the DHSZ sanctioned account and school email. My Counsellor will only upload/send documents to the account associated with my DHSZ school email address.

**Review of Application Components:** Counsellors **MUST** review all components of each university application, including essays. If not reviewed by a Counsellor, DHSZ can't ensure the quality or accuracy of the application. Outside help of any kind that goes beyond the scope of editing and revision is unacceptable and if it is found out, all relevant universities will be informed of the situation. Additionally, all letters of recommendation written by teachers and Counsellors will be withheld from universities if misleading, inaccurate, false, or plagiarized work is found.

**Predicted Grades:** These are based on the student's performance, including AS Levels. You are advised to have a balanced university list. These grades are not shared with students/parents.

**Early Decision, Early Action Obligations:** If you apply Early Decision (ED), Restricted Early Action (REA), Early Action (EA) or early-UK, you are subject to the US/UK Early Application Agreement Policy. If accepted by ED, the Mid-Year and Final Transcript will be sent to the ED University.

If you are applying ED2, all other applications are to be completed and essays submitted to your counsellor by the internal deadline. They do not need to be submitted until you know the decision of ED1.

**External Admission Tests:** I will provide the Counselling Office with each and every test score result for the SAT, ACT, TOEFL and IELTS. This is done by taking a screenshot of the results that shows your name and date of birth. I further agree to only use DHSZ's CEEB code, **694496** or ACT code **869100** on each and every SAT, ACT or TOEFL test taken. I am **NOT** permitted to use any other CEEB code or ACT code while a student at DHSZ.

**Transcripts:** Requesting a transcript does not mean it will be processed immediately. The Counselling Office will ensure that the request is processed and submitted by the university deadline so long as the request is made by the DHSZ internal deadline. Official transcripts can only be sent directly to a university or embassy, and not to a student, parent, an agent or a third-party. I do not choose what grades are reported on the transcript.

**Decision Updates:** I must provide my Counsellor with regular updates as to decisions from universities, which shall include but is not limited to: offers, the terms of those offers, unsuccessful decisions, scholarship information, and if deferred or waitlisted.

**Offers:** I understand that all offers of admission (**all universities in all countries**) are conditional, pending receipt of final transcripts/final examination results showing work comparable in quality to that upon which the offer was based, as well as progression in classes and graduation from the school.

**Matriculation:** I affirm that I will send an enrollment deposit (or equivalent) to only one institution in one country; sending multiple deposits (or equivalent) may result in the withdrawal of my admission offers from all institutions. UK Applicants: I can choose up to two offers – a firm and an insurance. The insurance offer is to be **below** the firm offer.

By signing below, I hereby agree to abide by the aforementioned. I also understand that if specified internal/external deadlines for university applications are not met, my prospects for admission may be adversely affected, as the Counselling Office cannot guarantee that my application materials, such as transcripts and recommendations, will reach the university by the application deadline.



## 德威学生诚信保证协议 2024-2025

所有德威学校都非常重视能与大学建立起良好的关系，维护与大学的良好关系有利于现在及将来的学生的大学申请。为了维护学校的声誉，证明学生大学申请材料的真实性和可靠性，每位学生和家长均必须在开始申请流程之前签署以下内容。诚信保证协议对于你以及未来的德威学子会有巨大的帮助。大学也非常重视及赞成学生签署这份协议。

**申请截止日期：**我明白并且愿意在德威内部截止日期之前完成所有关于大学申请的任务，以及按照德威内部截止日期按时把所需材料递交给升学指导老师。我明白德威内部截止日会根据每学期的学校日历而发生变化。ED/EA/限制性EA以及英国提前申请的所有日期会早于常规申请。视觉艺术，表演类和音乐类专业的申请者的内部截止日期也会早于常规申请日期。不能按时准备作品集，文书及其他申请材料并不能作为不遵守德威内部截止日期的理由。

**真实性：**所有的文书以及递交的申请材料必须是属实的并准确反映我的校内学术和其他表现。我明白所有提交的材料都将成为我申请院校的档案并不会被归还。我明白如果提供了虚假材料，我可能会遭受一系列的大学纪律处分，包括取消入学资格、开除学籍或取消学分、成绩和学位。我清楚我**不能向任何人**分享我的大学申请登录账号以及密码。

**苏州德威电子邮箱：**如果你向大学或申请办公室提供联系信息，你**必须**使用苏州德威的电子邮箱地址。在申请大学或创建大学申请账户（学生账户）时，你必须使用苏州德威的电子邮件地址。

**EIM 指导老师职责：**德威升学指导老师有权通知大学在申请过程中任何不符合规矩/道德的行为以及学术和任何课程变化。

**学生/家长同意：**我同意并且会遵守以下条款：

- **申请：**
  - 递交 10 个申请。
  - 我校只通过大学本科录取办公室总部申请大学，并提交申请材料。
  - UCAS: 英国 UCAS 算作一个申请，最多可选 5 所大学。
  - 加州大学申请: 加州大学申请(UC)算作一个申请，加州大学 9 所校区。
  - OUAC 申请的加拿大院校算作一个申请，21 个大学。
  - 对申请大学做认真的调查，根据学术成绩制定合理的大学申请院校清单，大学申请院校清单需经升学指导老师肯定。
  - 任何要求面试、自行填报成绩或其他申请需求都必须在德威内部截止日期前完成。
  - 升学指导部门只递交 12 年级准备好的苏州德威老师提供的推荐信。
  - 对申请大学进行调查有助于提高录取机率，并帮助学生创建合理大学列表。如果我和我的父母不接受升学指导老师对于大学列表的建议，升学指导办公室将不对申请结果负责。
  - 如未经允许擅自申请不在大学申请院校清单内的院校，并且/或申请院校数量超出 10 所规定的范围，苏州德威国际高中将**不会**寄送 13 年级期中成绩单或最终文件，包括但不限于最终成绩单、毕业证书、A-Level 成绩单或其他任何由学校任课老师和升学指导老师提供的推荐信。
- **更换大学列表：**
  - 在 8、9 月学生，家长和升学指导老师见面后，大学申请院校清单**必须确定**且由升学指导老师和主管同意。
  - 如在大学申请截止日期前少于 30 天告知需要修改大学申请院校清单，则无法修改。
  - 学生不允许删除最有可能被录取的院校。
  - 一旦学生收到录取，学生不允许要求把大学申请院校清单上的大学更换成那些被认为“更有竞争性”的大学。



- 如果英国最终没有录取，那么 UCAS 会自动为学生进行补录。补录院校院校需提前和升学部门主管进行沟通。
- **大学申请账号:**
  - 我只创建一个 Common App, 加州大学, UCAS 以及其他学校的申请账号。此申请账号是和我德威国际高中的邮箱所关联的。我只用此账号递交大学申请。升学指导老师也只会递送申请材料到此账号。

**申请材料的校对:** 升学指导老师**必须**帮学生检查所有的大学申请材料, 包括文书在内。德威国际高中必须据此保证申请的质量和准确性。学生不得在校外进行除去文本排版及印刷修订以外的申请事宜, 一经发现, 学校将会通知你所申请的所有学校。所有科目老师及升学指导老师写的推荐信如果发现有误导、不准确或者错误的信息, 以及抄袭的情况, 学校会扣留此推荐信, 不会寄往大学。

**预估分:** 学生的预估分是根据学生的 AS 成绩给出的。学生应制定合理的大学申请列表。预估分不会分享给学生或家长。

**提前决定 ED/ 提前申请 EA (美国申请者):** 如果学生决定申请 ED, REA, EA 或英国的提前申请, 学生须遵循《美国/英国大学提前申请协议》。如果被提前决定 ED 录取, 被录取者的 13 年级期中成绩单以及最终成绩单只能递送给 ED 大学。

如果你要申请 ED2, 所有其他院校的申请及文书都必须在内部截止日期之前提交给你的升学指导老师。这些材料在你知道 ED1 的结果之前可以暂时不被提交给大学。

**外部考试:** 我会向升学指导老师发送最新的 SAT, ACT, 托福和雅思的成绩截屏或提交纸质成绩单。我同意在校期间仅使用苏州德威国际高中的 CEEB 码 **694496** 或者 ACT 码 **869100**, 进行 SAT, ACT 或托福考试。我在校期间不会使用其他 CEEB 码或 ACT 码。

**成绩单:** 申请成绩单后并不代表能立即发送至大学。升学指导办公室确保会在接到学生在内部截止日期之前递交的成绩单申请后, 在大学申请截止日期之前发送成绩单给相应的大学。成绩单只可直接发送给大学、签证中心, 不会给到学生、家长、中介或任何第三方。所有成绩会如实显示在成绩单上, 学生无法对上报成绩进行筛选。

**录取情况更新:** 我须跟大学升学指导老师定期更新录取情况。录取情况更新应包括: 录取, 录取的条件, 未被录取或奖学金信息以及待录取或者是否被放入候选者名单。升学指导会告知学生具体的信息更新日期。

**录取:** 我明白所有的大学录取(**所有国家的所有大学**)都是是有条件录取, 最终的录取都是基于大学收到我最终的成绩单或最终的考试成绩, 包括学业进度和高中的顺利毕业, 与我提交申请时的水平是一致的。

**入学:** 我只能选择一所大学进行入读。如选择英国, 英国大学申请系统允许学生在拿到录取后选择一所将要去的学校, 以及一所备选学校。如果有押金要求(有些国家), 我只能递交一所大学的押金。

**英国申请者:** 我可以在 UCAS 系统选择两所大学, 一所为首选大学, 一所为保底大学。我的英国保底大学的录取条件一定要比我首选大学要求**低**。

在此签字表明我同意以上条款。如我无法在文件中提及的校内以及校外截止日期内提交相应的材料, 我明白这也许会影响到升学指导老师为我提交重要的申请材料, 如老师推荐信, 成绩单等, 从而影响到我的升学。

**\*请在“签名回执表”上签字**