



**DULWICH COLLEGE**

| BEIJING |

北京德威英国国际学校

ADMISSIONS  
GUIDE

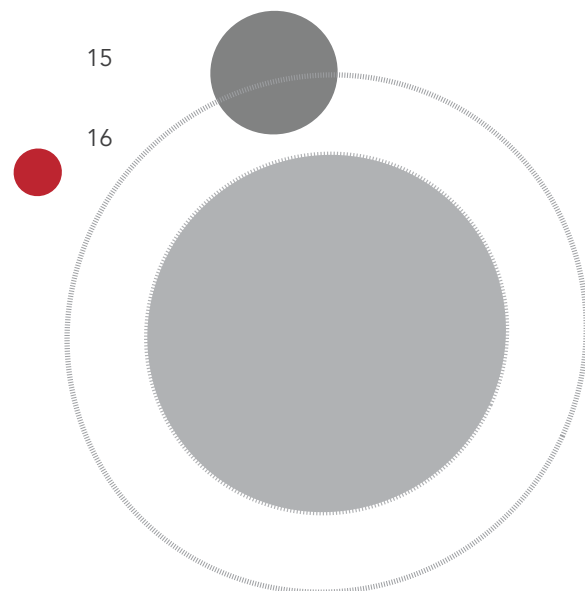
LIVE **WORLDWISE.**<sup>TM</sup>



# CONTENTS



ABOUT DCB	2
WHY DCB?	3
ELIGIBILITY	5
ADMISSIONS CRITERIA	6
GUARDIANSHIP	7
AGE PLACEMENT	8
APPLICATION PROCESS	9
AEN/EAL SUPPORT	13
SCHOOL UNIFORM	14
SCHOOL LUNCH	15
ADMISSIONS EVENTS	15
CONTACT US	15
SCHOOL TOUR	16





# ABOUT DCB



Dulwich College Beijing opened in 2005 and is recognised as a leading international school in Beijing. Our College is a co-educational day school for students from Nursery to Year 13 (ages 3 to 18), with around 40 different nationalities represented in our community. Our diverse student body is filled with curious learners, analytical thinkers, and socially conscious individuals.

DCB combines a powerful academic tradition with an inclusive spirit and a warm, friendly environment. Our College is academically selective and follows an enhanced English National curriculum adapted for the needs of our international student body. Students in Years 10 and 11 study a curriculum that leads to IGCSE examinations and then follows the IB Diploma or A-level Programme in Years 12 and 13. Our strong academic curriculum is complemented by rich co-curricular activities.

The primary teaching language is English with a dual language approach in Mandarin and English for children aged 3 to 7. To ensure our students will thrive, we assess the level of English before making an offer. Our Mandarin programme is streamed and caters to all abilities.

As you take the time to browse through this Guide, I hope that you'll get a better understanding of who we are as a school and, most importantly, as a community. We believe you'll find that DCB is an extraordinary place where every student is prepared for life as a global citizen.



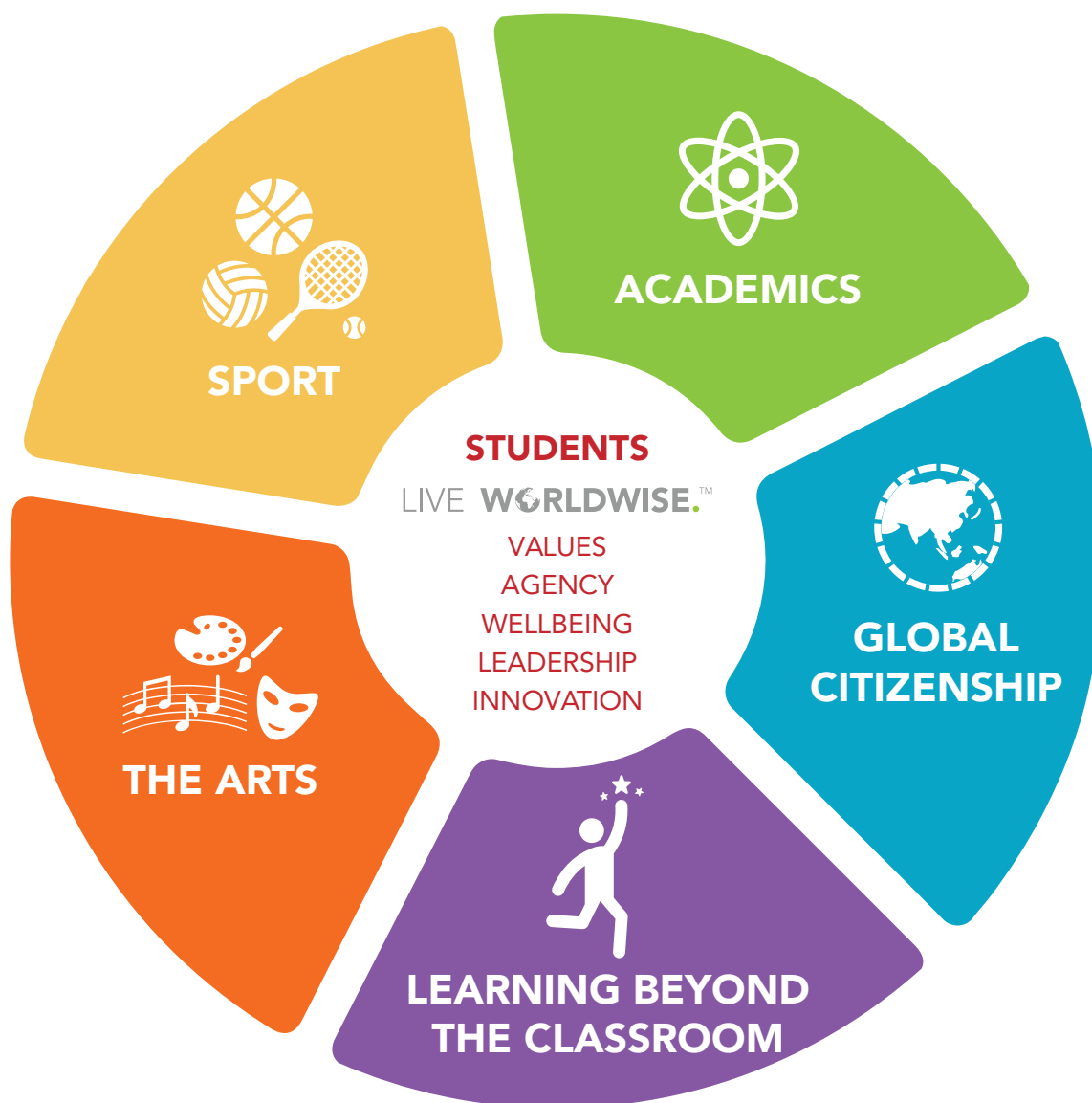


# WHY DCB?



## EDUCATIONAL PILLARS

At Dulwich College Beijing, we believe that 'students come first'. Therefore, students are placed in the centre of our holistic approach with an emphasis on the growth of each student. The five pillars form the holistic educational experience that we deliver to our students. This broad and balanced educational experience empowers students to 'Live Worldwide'.



## INTERNATIONALISM

At Dulwich College Beijing, we believe internationalism encompasses respect between everyone in our school and our wider community. We celebrate the diversity that exists within our international community and we aim to contribute to the understanding and mutual respect between our host country of China and the rest of the world. We adhere strongly to our College ethos and values, which allow us to thrive as a community. Internationalism helps us recognize all that we can share, all that we can learn, and all that we can build, together.

## FAMILY OF SCHOOLS

DCB is one of the member schools of Education in Motion (EiM), a group that comprises six international colleges and two international high schools in six cities and three countries in Asia.

Being part of a network allows us to work together, leveraging talent and resources to put on events, forge internal and external relationships and share experiences. This exposes our students and staff to a rich and varied choice of experiences that individual schools could not offer on their own.

By virtue of EiM's relationships with leading educational and artistic institutions, our students perform soliloquies under the tutelage of actors from the Royal Shakespeare Company, sing with the Vienna Boys' Choir and work with the innovative musicians from the Berklee College of Music in Boston.

They take an active part in group sporting, artistic, intellectual and leadership events, such as the Diversity series, the Dulwich Festival of Music, the Science Art Photo Competition, the Shakespeare Festival, the Dulwich Games, the Shackleton Lectures and the Student Leadership Conference.

Our network attracts leading and innovative academic leaders. The EiM Education Team supports the academic teams at our school, giving them the advantage of their specialist knowledge, ensuring consistency in the content and quality of our teaching, and spreading innovations they may observe at one school throughout the group.

## ACADEMIC EXCELLENCE

Continuing the tradition of excellence of our founding school, our graduates consistently deliver excellent academic results and regularly gain acceptance to the most selective colleges and universities in the world.

University Matriculations (past 5 years)



and other reputable universities!



# ELIGIBILITY

As an international school, we strictly follow the eligibility requirements set forth by the Beijing Municipal Education Commission (BMEC). Students whose identity fall into any of the following categories are eligible to apply. If not, please consult with DCB admissions for confirmation of eligibility.

- Foreign passport holder with a valid Chinese visa or Travel Document (旅行证)
- Hong Kong SAR, Macau SAR and Taiwan permanent resident with a valid Travel Permit (回乡证 / 台胞证)
- Chinese passport holder with foreign permanent residence permit and proof of having lived abroad for more than one year



# ADMISSIONS CRITERIA

---

To succeed at Dulwich College Beijing students must be willing to work hard and be committed to our programme. Teachers provide the support necessary for students to become confident and independent learners. Additionally, we expect parents to support and be involved in their children's education.

Applicants are admitted based on the:

- Ability to succeed socially and academically in the learning environment of Dulwich College Beijing
- Ability to demonstrate a good work ethic
- A history of school-appropriate behaviour
- A desire to attend Dulwich College Beijing
- Sense of community

The decision to offer a place to a prospective student is taken by the Admissions Committee, comprising the Head of School, the Admissions Department and, if relevant, the English Language and Additional Educational Needs Departments. Admission and year level placement are based on academic evaluations and assessments, English proficiency, past school records, student interviews, teacher recommendations, the birth date of the applicant and any diagnostic testing that will help the Admissions Committee understand any special learning needs an applicant may have.

Please note that DCB does not work with any agencies or authorise any third parties in relation to admissions. For all information related to our school and admissions, please refer only to official channels, such as DCB website and official WeChat, or consult DCB Admissions.

## ENTRY INTO NURSERY AND RECEPTION

- Students entering Nursery and Reception must be toilet trained.

## ENTRY INTO YEAR 11 AND YEAR 13

- Applications for enrolment in Year 11 are considered on a case-by-case basis and are typically not considered for Term 2 and 3, as current students will be on study leave for mock exams and final exams for a significant portion of this period.
- The College will very rarely consider entry into Year 13. To be considered, students must be applying from a nearly identical IB programme and will be evaluated on a case-by-case basis.



[illegible]

# AGE PLACEMENT

=====

Age as of 1 Sept	Dulwich Year Level		Grade Equivalent	UK Key Stage	Curriculum
3	Early Years (DUCKS)	Nursery	Nursery	Early Years Foundation	Follows standards set in the English Early Years Foundation Stage
4		Reception	Pre-Kindergarten		
5		Year 1	Kindergarten	Key Stage 1	Dulwich College Curriculum based on the English National Curriculum
6		Year 2	Grade 1		
7	Junior School	Year 3	Grade 2	Key Stage 2	
8		Year 4	Grade 3		
9		Year 5	Grade 4		
10		Year 6	Grade 5		
11	Senior School	Year 7	Grade 6	Key Stage 3	
12		Year 8	Grade 7		
13		Year 9	Grade 8		
14		Year 10	Grade 9	Key Stage 4	IGCSE
15		Year 11	Grade 10		
16		Year 12	Grade 11	Key Stage 5	IBDP Dulwich International Diploma (A-level)
17		Year 13	Grade 12		

Year level placement is determined by an applicant's age as of 1st September in the academic year of entry. Applicants come from many different countries with varying school calendars and enrolment age practices. Our 1st September cut-off date and year level placement policy reflects what we believe to be the most appropriate alignment for academic and social readiness. An exception to this policy would require the approval of the Head of College and would only be made when all the evidence suggests it is in the child's best interest to be enrolled in a year other than what his/her age suggests.

## CLASS SIZES

The maximum number of students in each class is as follows:

- Nursery – up to 20 students
- Reception – up to 20 students
- Year 1 to Year 11 – up to 22 students
- IB Diploma or A-level (Years 12 and 13) – 14 students

The College may increase the number of students in each class under special circumstances with approval from the Head of College.



# APPLICATION PROCESS

---

A very warm welcome from the Admissions Team of Dulwich College Beijing! We understand that choosing a school for your child is a decision not made lightly and our admissions team is here to help support and guide you through the application process.

Students are admitted on a rolling basis, therefore applications are accepted for all 3 terms of each school year. Places are offered through a holistic review process to enthusiastic and talented applicants who look for the opportunity to reach their full potential as well as having an impact on our community.

Take a moment to browse through our website ([beijing.dulwich.org](http://beijing.dulwich.org)) and prospectus, read about our engaging academic offerings, and learn about the exciting extracurricular programmes offered to our students.

If you're ready to take the next steps toward joining the DCB community, please submit your online application by taking the following steps. Should you have any questions during the application process, please feel free to contact our admissions team at any time.

We look forward to getting to know each applicant and their family through the admissions process!

## ON ROLLING ADMISSION AND WAITLIST

Our school operates a rolling admissions process, where space availability is fluid and influenced by the re-enrolment decisions of our current cohort. For year groups that are at full capacity, vacancies may arise at any time due to changes in family circumstances resulting in student withdrawals.

As we continuously assess applicants throughout the year, available places are allocated on a first-come, first-served basis to those who have successfully completed the admissions process and have been accepted by the Head of School. If no place is available in the year group for which an applicant has applied at the time he/she is accepted by the Head of School and passed our eligibility review, he/she will be placed on our waiting list. Once a suitable vacancy becomes available, applicants on the waiting list are given priority for placement.

To maximise your child's chances of securing a place, we strongly encourage families to apply and complete the admissions assessment as early as possible.

# 1

## REGISTER YOUR ACCOUNT

Begin your admission process by registering an account at our application portal on our website ([beijing.dulwich.org](http://beijing.dulwich.org)). Once you are registered, you can log in to manage your enquiry and application at any time.

Please keep your login information handy and ensure your contact information is up to date, so we can send you updates about our school and invite you to future admissions events.



# 2

## SUBMIT ONLINE APPLICATION

Login to your account from our application portal, fill out the application form and upload all the required documents. We highly recommend that you keep the documents in the below checklist handy before filling out the application and complete the form in one sitting which will take approximately 10 -15 minutes.

Please note that the application will be processed only when all the required fields are properly filled and all the supporting documents in the following checklist are uploaded.

To ensure that all information is relevant to the student we ask that you complete a separate form per child. If you apply for more than one child in your household, please submit their applications under one account as siblings.

### CHECKLIST OF REQUIRED DOCUMENTS (PLEASE UPLOAD SCANNED COPY)

- Valid ID of each parent/guardian
- Valid ID of the applicant (whichever is applicable)
  - Foreign passport and valid Chinese visa or Travel Document
  - Hong Kong SAR / Macau SAR / Taiwan passport with a valid Travel Permit
  - Hong Kong SAR / Macau SAR permanent resident card
  - Chinese passport with a foreign permanent residence permit and proof of having lived abroad for more than one year
- Applicant's Birth Certificate
- Official school reports from the last two school years in English, or verifiable English translation
- Current childhood Vaccination/Immunisation Record
- Applicant's coloured ID photo in .jpeg/.jpg format (max. size 1MB)
- Supporting documents of individualised testing (Optional)

### RETURNING STUDENTS

Applicants who were enrolled at DCB for one term or more before will be treated as new applicants and required to go through the same application process.





### 3

## ASSESSMENTS AND INTERVIEWS

After receiving your completed application form and all the supporting documents, we'll conduct an initial review of the applicant's profile. Arrangements will then be made for the appropriate assessments and interviews to be conducted.

Qualified applicants will be invited for in-person assessments and interviews. Remote assessments and interviews can only be arranged for applicants residing overseas or in other cities. We will send you the instructions and how to pay the application fee of RMB 2,500 before the assessments and interviews can be arranged. The application fee is non-refundable and non-transferable.

Applicants do not need to do any preparation for the assessments because they are meant to assess each applicant's aptitude rather than knowledge acquisition. Overseas candidates can be assessed at their current school or through remote testing and interview. Assessment scores are not disclosed to parents.

### ASSESSMENTS & INTERVIEW(S) ARRANGEMENT BY SCHOOL

- DUCKS (Nursery to Year 2):
  - In-class group assessment
- Junior School & Senior School (Year 3 to 12):
  - Computer-based testing
  - English proficiency test
  - Written test
  - Interview



### 4

## APPLICATION REVIEW AND DECISION

After admissions assessments have been completed, the student's application will be reviewed and parents will be informed of the decision. The admission decision is taken by the Admissions Committee, comprising the Head of School, the Admissions Department, the Head of Key Stage (for Senior School candidates only), and if relevant, the English Language and Additional Educational Needs Departments.

As a school that values diversity and is focused on whole-person education, our Admissions Committee takes a holistic approach when reviewing each application. The admissions decision will be made not just based on the applicant's academic performance but also on fit and his/her potential of becoming an engaged member of the DCB community. Students deemed able to succeed academically, socially, and emotionally will be accepted based on the placements available.

The final admission decision will be communicated to the applicant's parents through email. All applicants shall reply in writing whether they accept/reject the offer. Please note that we do not share entrance assessment results with parents.

#### **OFFER OF PLACE OR WAITING LIST**

Successful candidates will be offered a place or, if there are no available spaces, or the application is for a future academic year, be placed on a waiting list. It is in the applicant's best interest to complete the admissions process quickly to ensure the earliest possible decision and position on the waiting list. Applicants on the waiting list are not ranked and are given priority for placement when spaces become available.

Waiting lists are maintained for one academic year only. Parents of candidates need to inform DCB Admissions whether they wish to re-apply for the following academic year. The latest supporting documents and application fees will be required for such cases.

*\*DCB has the right to revoke an offer that has been made at any point if they have been made aware of any additional information that could affect the candidate meeting the College's entry requirements.*

#### **DECLINED**

If the Admissions Committee chooses not to offer an applicant a place at DCB, this could be due to the fact that the applicant has shown through the assessment process that they are unable to meet our entry requirements and/or that he/she is not a good fit. Declined applicants will be allowed to re-sit the assessment if they choose to re-apply for the following academic year. DCB is not under any obligation to release the results of the assessment tests and interviews.

#### **DEFERRAL AND NON-ACCEPTANCE OF OFFER**

If the applicant wishes to defer his/her place at DCB after an offer has been made, the applicant's place will not be guaranteed and will be subject to reassessment and availability.

If the applicant chooses not to accept the offer, his/her place will be immediately released and offered to the next qualified candidate on the waiting list.

All applicants who wish to defer or reject the offer shall email DCB Admissions Office (admissions.beijing@dulwich.org) about their decision before the deadline as required in the Offer Letter. If they would like to re-apply to DCB in the future, they will be treated as new applicants and required to go through the entire application process and pay the application fee.



**5**

#### **PAYMENT OF PLACEMENT DEPOSIT AND TUITION FEE**

Applicants accepted for admission will receive an invoice following the acceptance of the Offer Letter. Parents are required to confirm their intention and pay a refundable placement deposit of RMB 18,000 and tuition fee (subject to Terms and Conditions). If payment is not made by the date specified in the invoice, the applicant's place will be forfeited and may be given to another candidate. No student will be allowed to attend class until his or her tuition and placement deposit has been paid.



**6**

#### **ENROLMENT**

After the placement deposit and tuition fee are received by DCB, we will send onboarding information to guide you through the enrolment process.

# AEN/EAL SUPPORT

---

## **ADDITIONAL EDUCATIONAL NEED (AEN)**

Candidates with AENs are accepted to DCB on a case-by-case basis. The needs of the child are considered alongside current levels of staffing, expertise, and resources within the school.

We offer support that is tailored to fit the individual student, but in general ranges from individual education plans to support the curriculum in the classroom. We may withdraw students individually, withdraw them in groups or support them in class, depending on the most appropriate method for each student. Sometimes a student's progress is just monitored and reviewed at a later date. The AEN Department works with class teachers in adapting aspects of the curriculum for individual student's needs. We are also able to provide detailed information and teaching strategies for specific conditions.

Additional adult support or specialist resources may be necessary for the school to make adequate educational provisions for a student. The additional cost for this will be met by the parents. DCB will only admit those students who can be adequately supported, and this generally means supporting those with mild, as opposed to moderate or severe needs.

## **ENGLISH AS AN ADDITIONAL LANGUAGE (EAL)**

Applicants who are being considered for admission and are identified as needing EAL support will be asked to undergo an EAL assessment. The purpose of the assessment is to further explore whether the candidate can access the English-based curriculum and whether the level of support needed fits within the level of staff support available.

Students who require additional English language assistance to access the curriculum successfully are provided with EAL support.

Our EAL specialists help students develop the skills necessary to complete their school work in English by working and planning with the student's class and subject teachers. Students who are not native English speakers, but who are fluent in English and have age-appropriate literacy skills in English, are not classified as EAL learners. To ensure a balanced and diverse student body, DCB reserves the right to limit:

- The enrolment of EAL students per class and year group.
- The enrolment of EAL students who share a mother tongue. DCB will only admit those students for whom it can make adequate provision of support.



# SCHOOL UNIFORM

All students except for Key Stage 5 (Year 12 and 13) students (who adhere to a business dress code) are required to wear school uniforms. The school uniform is different for warm and cold weather, and students should adhere to seasonal requirements as outlined in the Uniform Guide. Uniform fees are borne by the parents.



# SCHOOL LUNCH

The school lunch programme provides students with a choice to either bring a lunch from home or choose to pay for the lunch provided by the School's caterer. A selection of different balanced set menus is available and will be served to students attending a full day of school (Nursery to Year 13).

All full-time students will be on an ID/Lunch Card system and will be charged when they have a school meal. Parents are responsible for topping up their child(ren)'s ID(s)/Lunch Card(s) periodically to cover the costs of lunches or snacks purchased.

# ADMISSIONS EVENTS

Attending our admissions events is another excellent way to experience DCB firsthand from multiple perspectives.

- Open Days provide a comprehensive overview of each school, covering both pedagogy and student life. You'll have the opportunity to meet our leadership team, engage with teachers, and gain a deeper understanding of our educational approach;
- Parent Academies, on the other hand, delve deeper into our teaching approach, explaining how we deliver the curriculum in the classroom;
- Playgroups and Taster Classes allow your child to experience the DCB curriculum and teaching firsthand by joining a demo lesson led by our experienced faculty members.

You're welcome to sign up for our admissions events through the Admissions page on our website or through the 'Event' menu in DCB WeChat (QR code on the back cover). A detailed programme and campus access information will be shared with registered families a few days before each event.

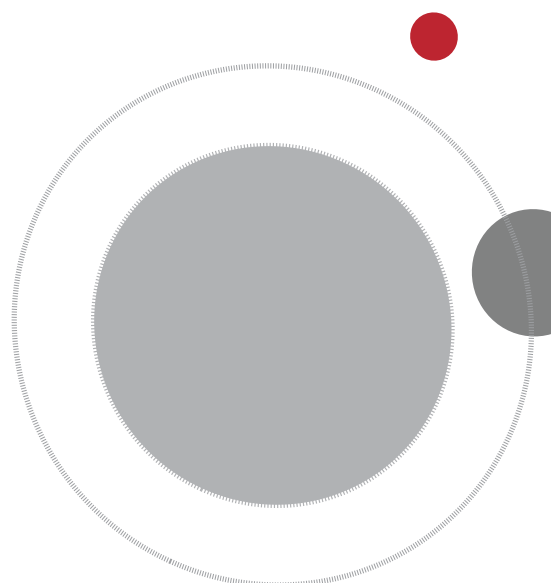
# CONTACT US

Website: [beijing.dulwich.org](http://beijing.dulwich.org)

Tel: +86 (10) 6454 9002

Email: [admissions.beijing@dulwich.org](mailto:admissions.beijing@dulwich.org)

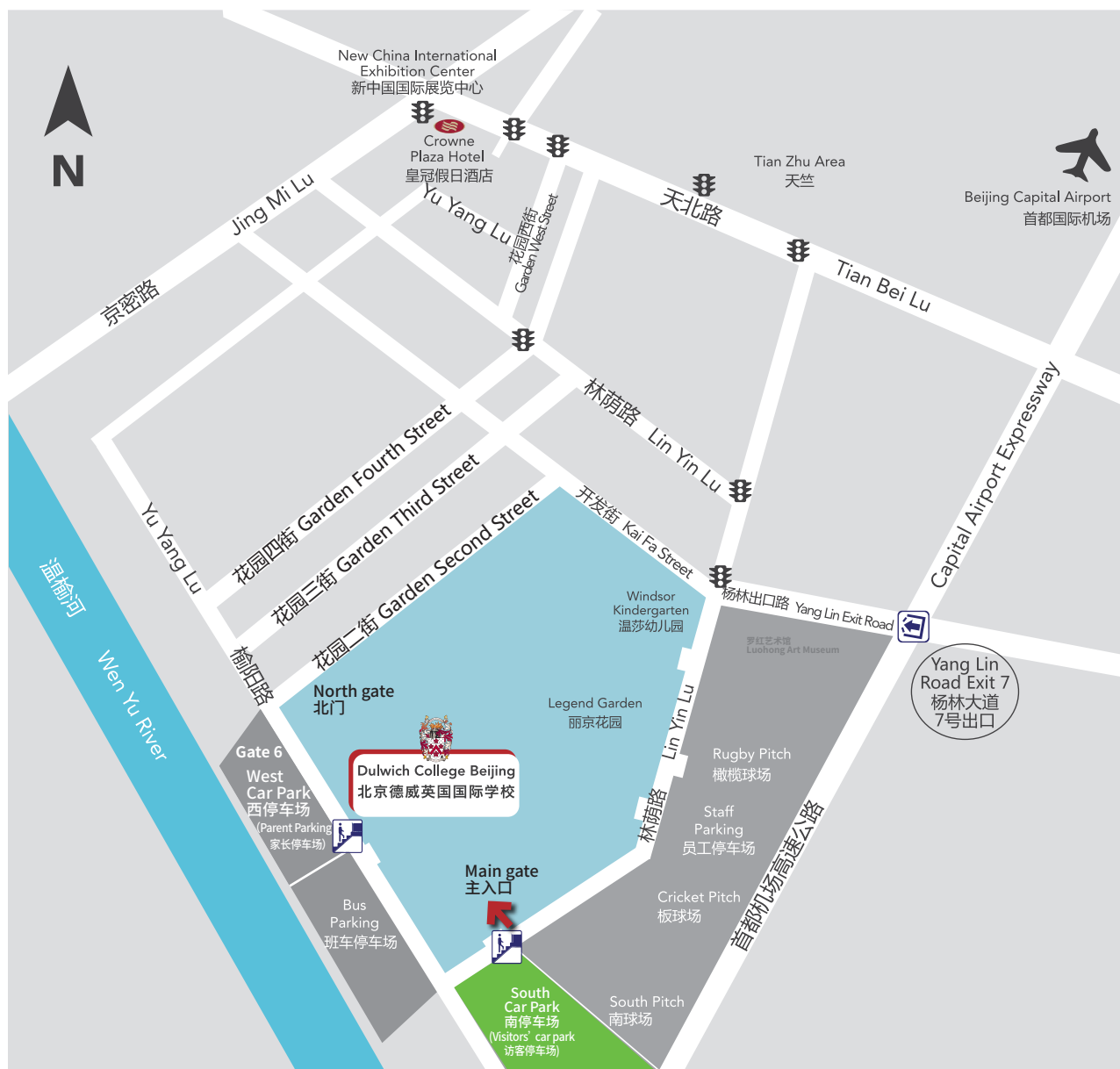
Address: 89, Capital Airport Road Shunyi District, Beijing



# SCHOOL TOUR

Our weekly tours are thoughtfully tailored to suit your child's age and educational journey. Led by our Heads of School, each tour provides an exclusive opportunity to explore our world-class facilities, allows you to experience our vibrant learning environment, see our students in action, meet our dedicated teachers and truly understand what makes our school community so special and gain deeper insight into the exceptional programmes we offer. Scan the QR code below and choose your desired School to book a tour and discover firsthand what makes DCB a leader in education.

Book a tour:









## Contact us



Follow us on WeChat



Follow us on RED

 Dulwich College Beijing 

 Dulwich College Beijing 

 DulwichCollegeBeijing 

 [beijing.dulwich.org](http://beijing.dulwich.org)

 +86(10) 6454-9002

 [admissions.beijing@dulwich.org](mailto:admissions.beijing@dulwich.org)

 89 Capital Airport Road Shunyi District Beijing 101300 PRC  
中国北京市顺义区首都机场路89号丽京花园7区