

## **Frequently Asked Questions (FAQs) relating to the IB Program**

1. How long will the CAC “virtual classroom” (Moodle) be available to IB students (Seniors and Juniors)?
  - IB teachers will continue to provide on-line instruction via Moodle to all Seniors taking IB and AP courses, until either they return to CAC or the IB examinations are completed.
  - On-line instruction for Juniors via Moodle will only continue for the short term.
  
2. Should Seniors who have enrolled in another school continue with IB work set by teachers on Moodle?

It is imperative that all IA work set on Moodle is completed. Teachers at the host school may contact CAC teachers to discuss what work needs to be done to complete the IB course and IA requirements. It is the responsibility of the student to be in contact with their CAC teachers and to know what work on Moodle needs completing for each of their subjects.
  
3. Should Juniors who have enrolled in another school continue with work set by teachers on Moodle?
  - If they are following an IB course in their temporary school they should focus on the work set at that school and not continue with work on Moodle.
  
4. Who is responsible for coordinating the IB internal assessment work?

CAC is fully responsible for coordinating all IA assignments for all IB students who are writing IB examinations in the May 2011 examination session. This is the case for students who have already returned to CAC and for students who have been evacuated out of Egypt. Teachers are in regular contact with students via Moodle and it is important that students adhere to IA assignment deadlines set by teachers and submit work to them on time via email. If students are temporarily attending another school they may receive some additional supervision from teachers at the host school, but all IA work must be submitted to CAC teachers to grade.
  
5. Are there any changes to the IB internal assessment deadlines?
  - The school is in regular contact with the IBO and CAC has been granted an extension of one month on the deadline for submitting internal assessment (IA) grades.
  - The deadline for IA grades to be submitted to the IB office has changed from March 22 to April 17.
  - Individual subject teachers will inform students of the deadlines for IA assignments to be submitted to them for grading. This will be done via CAC’s “virtual classroom” (Moodle) site and email.

6. What are the internal assessment (IA) deadlines?  
Deadlines vary from course to course and teachers will inform students of them via Moodle and email. Teachers must submit grades for all IA assignments to the IB office by April 17th.
7. How do we know what IAs are outstanding?  
If students are in regular contact with their CAC teachers via Moodle, they will know which IAs are outstanding. Parents may also contact the CAC IB office for this information.
8. With the extension of the IA deadlines, will there be a delay in the release of the IB results scheduled for the 6<sup>th</sup> July?  
There could be a delay in the release of the IB results. The IBO cannot predict how long that delay will be at this moment in time.
9. How will the language orals be conducted?
  - Students at CAC will carry out their orals as scheduled by their language teacher.
  - Students out of the country will have to wait until their return to CAC before they can take their orals.
  - If students are unable to return to CAC but are attending another IB school, then arrangements will be made with the host school to conduct the orals and submit them to CAC for grading. The IB coordinators from both schools will facilitate this.
  - If students are not returning and are not enrolled in another IB school, then we will submit any “mock” oral grade and inform the IBO of the circumstances. The IBO’s grade award committee will make a final decision as to what grade will be awarded.
10. What will happen with the Science and Design Technology IAs?
  - These need to be completed by the new extended deadline.
  - Students returning to CAC will have to catch-up on any outstanding IA work.
  - Students who are temporarily enrolled in another school should work with teachers at the host school to complete the IA assignments.
  - Teachers at CAC can send lab sheets and instructions to students via email and Moodle.
11. What happens if the IAs cannot be completed by the extended deadline?  
A request by CAC’s IB coordinator will be made to the IBO for a further extension of the IA deadline.
12. What happens if students do not return to CAC and they have been unable to complete their IAs?  
In the event that a student is unable to complete their IA assignments, the IB coordinator will contact the IBO and inform them of the circumstances. The IBO’s grade award committee will make a final decision as to what grade will be awarded in that subject.

13. If students can't return to CAC for their May IB exams what happens?
- The IBO makes provision for students in such circumstances to take their examinations at another exam venue authorized by the IBO. This will be at an accredited school that is authorized to offer the IB Programme.
  - It will be the responsibility of parents to find a suitable school in their locality and to gain permission from the IB coordinator to take the IB exams there. The IB Coordinator at CAC will support parents in this process.
  - The IB Coordinator at CAC will arrange with the IBO the transfer of exam registration to the host school. CAC will not charge a fee for this transfer, but the host school may charge a nominal administration fee.
  - The transfer of exam registration will be left until a few weeks before the May examinations commence.
14. If students transfer to another school to complete their IB program, is there an administrative cost?
- There is no charge for Juniors, as they are not registered with the IBO. Registration for them takes place in the first semester of their senior year.
  - No charge is made by CAC for Seniors transferring, but the host school may charge an administration fee.
15. What is the latest date a student can transfer to a different school in order to take their IB exams in May 2011?  
The latest date will be 17<sup>th</sup> April 2011.
16. Will the IB mock examinations still take place at the end of March?  
Yes, the IB mock examinations will take place during the week 27 – 31 of March 2011 for students who are on the CAC campus.
17. Who should I contact regarding further questions I have about the IB program?  
Please contact the IB Coordinator, Steve Petra ([spetra@cacegypt.org](mailto:spetra@cacegypt.org)).