



**Southbank**  
International School  
LONDON'S LEADING IB WORLD SCHOOL

## **Career-related Programme Application Requirements**

**Westminster campus – Cleveland Street and Conway Street,**

**Grades 11 – 12 (ages 16 to 19)**

Applications must be completed in English and submitted via our [online application system](#). There is a £300 (inc. VAT) application fee for each child's application that must be paid at the end of the application.

In order to complete your application, you will need to complete the following items:

- **Parent's statement** – Provide a minimum of 200 words explaining why you would like your child to attend Southbank. You may want to draft this in advance. We require one parent statement per child's application.
- **Student's essay** – Your child will be required to submit a handwritten, unassisted essay using the official template provided on our online application system. The essay must respond to one of the given prompts related to their chosen track.
- **Creative work** - Your child will be required to submit creative work that demonstrates their skills and interests in their chosen career-related study pathway. This work may come from school assignments or extracurricular projects. Applicants must submit **a minimum of one (1) and a maximum of three (3) pieces** that showcase their abilities.
- **IBCP Design Interview**– Applicants will be invited to an interview with the Head of Diploma and the IBCP Coordinator. The purpose of the interview is to gain an understanding of the student's interest in the Savannah College of Art and Design (SCAD) track, assess suitability for the programme, and discuss the student's application. The interview will cover the requirements of the IBCP, including Diploma Programme courses, the core components, and career-related studies. This information will inform the design of the student's IBCP pathway.
- **Savannah College of Art and Design (SCAD) Application** – As part of the application process students will have to submit an application to SCAD via

<https://admission.scad.edu/forms/appOnlineApplication?studentTypeCode=J>.

More details will be provided at the interview.

- **Three teacher references** – You will need to provide the details of three teachers.
  - 1) English
  - 2) Visual Arts or Design and Technology
  - 3) Humanities or Mathematics

Please have the full names and email addresses of your child's teachers to hand. We advise that you inform them to expect a reference. The reference is confidential and will be generated and sent by our online application system.

- **Character reference** – You will need to provide the details of someone at the school such as the principal or member of staff who is best able to complete this form (e.g. Guidance counsellor, Homeroom teacher, Housemistress/master, other senior leader). The reference is confidential and will be generated and sent by our online application system.
- **School reports** – We require reports from the last two years (if possible). They must be collated into one PDF document and they must be translated into English if they are currently in another language.
- **Any relevant supporting documents** – If you have any supporting documents such as test results, educational psychologist reports, medical information, special learning needs assessment results, etc please have them ready to upload. All documents need to be collated and in a PDF format.
- **A copy of your child's passport** – Please provide a colour copy of your child's passport.
- **A copy of both Parents passports** – Please provide a colour copy of both parent's passports.
- **English Test** - Students will be asked to complete an online English assessment if their native language is not English.

- **Financial responsibility form** – This is to be completed by the parent’s employer, if they are paying the fees. Please contact the [admission](#) team for a copy of this form.
- **Application Fee** – A £300 (inc. VAT) application fee is required for each child. The bank details are available at the end of the application form. We do not currently accept Credit or Debit cards.

**Please note an application is considered complete once we have received the application fee and the completed references back from your nominated teacher. The application will then be sent to the admissions committee for review.**

**If you have any questions during the application process please contact the admissions team: [admissions@southbank.org](mailto:admissions@southbank.org) +44 (0)20 389 01969**

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