

Dear Admissions Officer or committee member,

The attached application is submitted by a student who has taken part in the International Baccalaureate® (IB) Career-related Programme (CP).

Similar to the IB's long-standing Diploma Programme (DP), the CP is a rigorous 2-year upper-secondary qualification that provides students with an excellent foundation for further study and life beyond. The CP engages students in education related to a chosen professional field or technical area while gaining transferable and lifelong skills in the application of knowledge, critical thinking, communication and cross-cultural engagement.

The CP aims to develop students who are:

- academically well prepared
- skilled in a practical field
- critical and ethical thinkers
- inquisitive and self-directed
- collaborative and communicative
- resilient and determined
- confident and assured
- caring and reflective
- prepared to contribute meaningfully to university life.

The CP framework

The CP enables schools to blend the traditional elements of an IB education with approved career-related education that meets the needs of their student body and local community. In this way, each school creates its own distinctive version of the CP within a quality assured framework. The CP allows students to specialize in and focus on a career-related pathway.

The CP's three-part framework comprises:

- the study of a minimum of two Diploma Programme courses
- four integrated CP core components
- approved career-related study.

Diploma Programme courses

Diploma Programme courses are the academic cornerstone of the CP. IB Diploma Programme courses are extensively recognized around the world for their academic rigour. CP students study the same academic courses as IB Diploma students, which engage them with challenging academic course content and provides the theoretical underpinning necessary to engage with their chosen subject area. DP courses can allow students to gain a broader foundation from which to understand their subject area or go deep into particular elements of the subject.

Any DP courses can be chosen by the school, can be studied at either standard or higher levels¹, and are typically relevant to the career-related component of the programme. A student completing an engineering programme, for example, may choose courses in physics and design technology; a student completing a nursing programme may choose biology and sports, exercise and health science. While two DP courses is the minimum, some fields of study may more readily lend themselves to integrating a greater number of courses. The IB can provide resources to explain in detail the components of each individual course.

¹Most DP courses are offered at both standard or higher level. Both have the same core content and assessment standards, but higher level courses have more guided learning hours to explore additional topics within the subject.

The CP core

The core components are similar to elements of the IB Diploma Programme and are designed to bridge each student's chosen academic courses and his or her career-related studies, while developing skills and competencies for lifelong learning. The core components are:

- The personal and professional skills course. This aims to develop skills needed to successfully navigate higher education, the workplace and society.
- Service learning, which involves the practical application of knowledge and skills toward meeting an identified community need. Students apply personal and social skills in real-life situations involving decision-making, problem-solving, and responsibility.
- Language development. This encourages students to begin or extend the study of an additional language that suits their needs, backgrounds and contexts in order to develop linguistic and communicative abilities and increase their understanding of the world.
- The reflective project. An in-depth body of work produced over the duration of the programme in which students identify, analyse, and critically evaluate an ethical issue connected to their career-related studies. It draws together the key elements of the CP.

Career-related study

Students are provided with practical, real-world approaches to learning, designed to prepare them for higher education, an internship or apprenticeship, or a position in a designated field of interest. The career-related studies are offered by the school and should be aligned with student needs and progress toward further study or direct employment. Each school chooses the career-related studies most suited to local conditions and the needs of its students. The career-related studies must satisfy IB criteria for accreditation, assessment and quality assurance.

The career-related component further supports academic learning while providing practical, real-world experience and training. Students should apply the theory and knowledge they learn in the classroom by practising in authentic and meaningful contexts. The career-related studies are selected or developed by the individual school, but must satisfy set criteria in order to gain authorization from the IB.

Grading and results

The CP certificate and a statement of results is issued when students satisfy the following requirements:

- a. A grade of 3 or higher in a minimum of two DP courses.²
- b. The candidate has completed the specified career-related study as verified by the school.
- c. The candidate has completed the core components and been awarded a grade of at least D for the reflective project.³

Should you wish for further information regarding the IB Career-related Programme, please contact the IB at recognition@ibo.org. For further details on the components of this particular application, please contact the school from which the student is applying.

²DP courses are assessed with the same examinations, with the same rigour and by the same examiners as those of students following the DP track. Grades for each course range from 1 (lowest) to 7 (highest).

³The reflective project is assessed by the school and moderated and graded by the IB (graded A to E with A being the highest). If an "N" appears in place of a grade, no grade has been awarded.