

SCHOLARSHIP PROGRAM REGULATIONS

of the British International School Gdańsk

§1. Legal basis and nature of the program

1. The scholarship program is implemented on the basis of:
 - a) the Act of December 14, 2016 – Educational Law;
 - b) the Act of July 26, 1991, on personal income tax;
 - c) the statutes of the British International School Gdańsk.
2. British International School Gdańsk operates as a non-public school with the rights of a public school within the meaning of the Educational Law, hereinafter referred to as the "School".
3. The body running the school is British International School PL Sp. z o.o., hereinafter referred to as the "Governing Body".
4. The scholarship constitutes material assistance of a motivational nature within the meaning of the provisions of the Educational Law.
5. The program is competitive and selective and is implemented in order to support students with high academic potential.
6. The scholarship is available to the residents of Poland.

§2. Definitions

For the purposes of these Regulations, the following definitions are adopted:

- **Scholarship** – a benefit of a motivational nature granted to a student by the School.
- **Scholarship Committee** – a body appointed by the School Director to evaluate candidates and students.
- **Candidate** – a person applying for admission to the School and the granting of a Scholarship.
- **Scholarship Student** – a student who has been granted a Scholarship.

§3. Form and scope of the scholarship

1. The scholarship may be granted in the form of an exemption from all or part of the fees for education (tuition).
2. The scholarship does not constitute a commercial discount, marketing promotion, or social benefit.
3. The amount and scope of the scholarship are determined by the Scholarship Committee in the scholarship decision.
4. The scholarship does not apply to any other fees apart from tuition. Other fees remain payable.

§4. Scholarship Committee

The Scholarship Committee is appointed by the School Director by way of an order. The Committee consists of at least:

- a) the School Director or a person designated by them – Chairperson;
- b) a representative of the pedagogical staff;
- c) a school counselor or a representative of the educational administration.

The Committee makes decisions collectively by a simple majority of votes. Committee meetings are recorded in minutes. A person who is related by blood or marriage to the Candidate or remains with

them or their parent/legal guardian in another personal or legal relationship that could raise doubts as to the impartiality of the Committee member's work cannot be a member of the Scholarship Committee. If such an event occurs during the recruitment process, the member of the Scholarship Committee is obliged to inform the Chairperson of the Scholarship Committee of this fact.

§5. Eligibility and selection criteria (holistic assessment)

The scholarship program is open to all candidates applying to International Baccalaureate Diploma Programme class (11), ensuring equal, transparent, and competitive selection principles.

Only students who meet at least one of the following conditions may apply for a scholarship:

- a) they have obtained the title of laureate or finalist of a competition or olympiad of recognized renown in the last four years of study;
- b) they have obtained recognition in regional, national or international competitions.
- c) they have obtained a grade point average in compulsory subjects, calculated on the basis of the school or class completion certificate in the last completed school year, at a level not lower than 5 or another comparable result if the candidate was subject to a different grading system.

Candidates are assessed holistically according to the following criteria:

1. **Academic results:** grades from class completion certificate of the last completed class (Class 1 or Class 2 of Secondary School).
2. **Interview:** assessment of educational motivation, academic maturity, and personality predispositions;
3. **Financial Statement:** of the family's financial situation in order to direct support to students who will benefit from it to the greatest extent.
4. **Personal essay:** assessment of motivation, ambition, character, and compliance with the School's values; assessment of educational goals and development plans.
5. **Level of English language proficiency:** FCE (B2 First) certificate or equivalent; additional language verification by the School.
6. **Verification of mathematical competence:** mathematical test prepared by the School; assessment of academic readiness to implement the curriculum.
7. **Consistency with subject directions:** the choice of subjects must be consistent with the School's educational offer; assessment of the fit of the candidate's educational profile to the School's educational profile.

§6. Ranking and limit of scholarship holders

The scholarship is granted in a competitive mode. The Committee prepares a ranking of candidates based on a point assessment of the criteria. The number of scholarship holders accepted is decided by the Scholarship Committee each school year, but cannot exceed 10% of the total number of students in the Secondary school.

§7. Granting of the scholarship

The scholarship is granted by the Scholarship Committee by way of an administrative-organizational decision. The decision specifies the scope of the scholarship, the period of validity, and the conditions for

decision. The decision specifies the scope of the scholarship, the period of validity, and the conditions for continuation. The scholarship is granted for a period of one school year with the possibility of extension. It is assumed that the scholarship covers the entirety of the IB DP programme, that is Class 11 and Class 12, equivalent of Class 3 and 4 of Secondary School. However it can be withdrawn after one year, please see point 8 and 9.

§8. Conditions for continuation of the scholarship

The condition for continuation is: maintaining very good academic results, no violations of the School's statutes, at least a very good behavior grade, and implementation of the declared subject profile. The Committee performs an assessment at least once a semester.

§9. Withdrawal or reduction of the scholarship

The scholarship may be withdrawn or reduced in the case of: deterioration of academic results, violation of the School's statutes, change of educational profile without the consent of the Committee, or providing false information. The Committee's decision is final.

§10. Tax provisions

The scholarship is granted on the basis of the provisions of the Educational Law and constitutes a scientific scholarship within the meaning of Art. 21 para. 1 pkt 40 of the PIT Act. The scholarship, including the exemption from tuition fees, benefits from an exemption from personal income tax. The School does not treat the Scholarship as a commercial discount or an element of pricing policy.

§11. Equality, non-discrimination, and ethics

The selection process is conducted with respect for the principle of equal treatment and non-discrimination amongst Polish residents. Criteria do not include factors such as race, gender, ethnic origin, religion, sexual orientation, or social status, with the exception of the assessment of the material situation for the purpose of directing financial support.

§12. Personal data protection

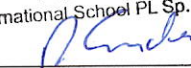
Personal data is processed in accordance with GDPR and the Personal Data Protection Act. The data administrator is British International School Gdańsk, run by British International School PL Sp. z o.o. The candidate and their legal guardians have the right to access, correct, and delete data in accordance with applicable regulations.

§13. Final provisions

The Regulations enter into force on the day of approval by the School Director. Changes require a written form. In matters not regulated, the Educational Law, the PIT Act, and the Civil Code apply.

Annexes:

1. Principles for determining the scholarship amount
2. Point Matrix for candidate evaluation

Director of British International School Gdańsk  Date: 17-04-2026
PREZES
British International School PL Sp. z o.o.
Robert Grisdale

ANNEX NO. 1

PRINCIPLES FOR DETERMINING THE SCHOLARSHIP AMOUNT

The scholarship will be granted in accordance with the requested scope and amount, i.e., respectively in an amount allowing to cover the costs of tuition and will amount to:

- a. **100% of tuition** – in the case of candidates whose average monthly income per year per person earning in the family does not exceed the amount of two times the minimum wage.
- b. **75% of tuition** – in the case of candidates whose average monthly income per year per person earning in the family does not exceed the amount of two and half times the minimum wage.
- c. **50% of tuition** – in the case of candidates whose average monthly income per year per person earning in the family does not exceed the amount of three times the minimum wage.


The minimum wage is specified for a given year in the relevant regulation on the amount of the minimum wage for work. The amount of the scholarship may be recalculated at any time at the request of the scholarship holder or in connection with a change in data and statements.

Persons to whom scholarships have been granted or their parents/legal guardians are obliged to present documents confirming the truthfulness of the data submitted during the competition and to sign an educational agreement with the Governing Body within the deadlines indicated in the competition announcement, but no later than within 30 days of the announcement of the competition results. In the case of failure to present the documents mentioned above, the Governing Body will refuse to conclude the educational agreement.

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Director of British International School Gdańsk


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Date: 17.04.2026

ANNEX NO. 2

POINT MATRIX FOR CANDIDATE EVALUATION

The point matrix defines the rules for evaluating candidates in the selection process. Its purpose is to ensure transparency, objectivity, and comparability of assessments. The Scholarship Committee awards points in accordance with this matrix and prepares a ranking of candidates.

Structure (Maximum 100 points)

Criterion	Max Points	Weight (%)
Academic results – last completed class certificate	35 pts	35%
School math test	20 pts	20%
English language level (FCE / test) or school based test.	20 pts	20%
Personal essay	15 pts	15%
Interview	10 pts	10%
Total	100 pts	100%

Detailed Scoring Rules

1. Academic results (max 35 pts)

Grade average from the certificate of class 9 or 10 (class 1 or 2 of high school):

Grade Average	Points
≥ 5.50	35 pts
5.00 – 5.49	30 pts
4.75 – 4.99	25 pts
4.50 – 4.74	20 pts
4.00 – 4.49	15 pts
< 4.00	0–14 pts (Committee decision)

Additional points (up to 10 pts within the 35 limit): laureate/finalist of subject competitions, publications, research projects, olympiads.

2. School math test (max 20 pts)

- 90–100%: 20 pts
- 80–89%: 17 pts
- 70–79%: 14 pts
- 60–69%: 10 pts
- < 60: 0–9 pts

3. English language level (max 20 pts)

- C1 or higher: 20 pts
- FCE (B2 First) 180–190: 17 pts
- FCE (B2 First) 160–179: 13 pts

Internal test

- 90–100%: 20 pts
- 80–89%: 17 pts
- 70–79%: 14 pts
- 60–69%: 10 pts
- < 60: 0–9 pts

4. Personal essay (max 15 pts)

Elements: motivation, ambitions, maturity, compliance with school values.

- Outstanding: 13–15 pts
- Very good: 10–12 pts
- Good: 7–9 pts
- Satisfactory: 4–6 pts
- Weak: 0–3 pts

5. Interview (max 10 pts)

Elements: motivation, maturity, personality.

- Outstanding: 9–10 pts
- Very good: 7–8 pts
- Good: 5–6 pts
- Satisfactory: 3–4 pts
- Weak: 0–2 pts

Ranking and Scholarship Decisions

1. **The Committee** totals the points and compiles a ranking of the candidates.
2. **Scholarships** are awarded to candidates with the highest number of points, up to the limit specified in the Regulations.
3. **The Committee** may establish a minimum point threshold (e.g., 75 points) to qualify for a scholarship.

Documentation and Audit

1. **The Committee** shall prepare minutes of the meeting along with the candidates' scorecards. Committee's minutes are not made publicly available.
2. **Documentation** is to be stored for a period of at least 5 years.
3. **Documentation** may be made available to auditing bodies in accordance with applicable legal regulations.

Final Provisions

1. **The Scoring Matrix** constitutes an integral part of the Scholarship Program Regulations.
2. **Changes** to the matrix require approval by the School Director.

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Director of British International School Gdańsk _____

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