



INTERNATIONAL BACCALAUREATE (IB)  
PROGRAMME HANDBOOK  
2024-2026



# Our Mission

“Charging Fearlessly Toward Academic and Personal Excellence”

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This Handbook gives information regarding the International Baccalaureate (IB) Diploma Programme (DP), Career-Related Program (CP) and Courses Programme. As such, it should be read alongside the CHS IB Policies and general information provided by the [International Baccalaureate Organization](#) (IBO).

# District and School Leadership

1. Tucson Unified School District (TUSD) School Board:
  - Board President – Dr. Ravi Shah, Dec 31, 2024
  - Board Clerk – Val Romero, Dec 31, 2026
  - Board Member – Jennifer Eckstrom, Dec 31, 2026
  - Board Member – Natalie Luna Rose, Dec 31, 2024
  - Board Member – Sadie Shaw, Dec 31, 2024
2. Superintendent:
  - a. Dr. Gabriel Trujillo
3. Assistant Superintendent, Silverbell District:
  - a. Brian Lambert
4. Advanced Learning Experiences Director:
  - a. Sky Saczko
5. Career and Technical Education Program Manager:
  - a. Charles McCullum
6. Cholla High School Administration:
  - a. Cesar Miranda, Principal
  - b. Cathy Adams, Assistant Principal
  - c. Sharon Ingram, Assistant Principal
  - d. Tariq Rasool, Assistant Principal
7. IB Coordinators
  - a. Dr. Teresa Green, Programme Coordinator
  - b. Nicole Kalal, CAS and Service-Learning Coordinator
  - c. Kayla Spies, EE and RP Coordinator
8. CTE Department Head
  - a. Lucy Swift
9. Counseling Department
  - a. Rebecca Hoy, Department Head
  - b. Ricardo Valdez, ELD
  - c. Alex Tsosie
  - d. Gina Florio



## CHS: Who are we? What do we stand for?

Our Mission:

“Our commitment as Cholla Chargers is to:

- Take risks in learning and respect the learning of others
- Practice persistence
- Demonstrate responsibility
- Embrace international-mindedness
- Build leadership in ourselves and others”

We encourage our students to TAKE C.H.A.R.G.E

### **CH**olla Pride

- Participate in keeping the classroom and school clean.
- Take pride in your appearance, follow the school dress code.
- Do your best!

### **A**ttitude of Respect

- Use respectful language with teachers and other students.
- Active listening while teachers or guests are speaking. Write down questions and ask them at appropriate times.
- Always be respectful to teachers and recognize teachers’ authority.

### **R**esponsibility

- Practice academic responsibility by paying attention, handing in assignments when due, and respecting classroom resources.
- Be on time to class and go to **ALL** classes with the needed materials.
- Take responsibility for your choices without blaming others

### **G**etting the Best Education

- Dress out for physical education (PE) and participate
- Do your homework and bring it with you to class
- Study for tests and request help as needed. Tutoring is available.

## IB Learner Profile

Cholla HS is a recognized IB World School. As such, we encourage all Cholla students to strive to embody all or part of the [IB learner profile](#).



### IB learner profile

The aim of all IB programmes is to develop internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world.

As IB learners we strive to be:

<p><b>INQUIRERS</b> We nurture our curiosity, developing skills for inquiry and research. We know how to learn independently and with others. We learn with enthusiasm and sustain our love of learning throughout life.</p>	<p><b>OPEN-MINDED</b> We critically appreciate our own cultures and personal histories, as well as the values and traditions of others. We seek and evaluate a range of points of view, and we are willing to grow from the experience.</p>
<p><b>KNOWLEDGEABLE</b> We develop and use conceptual understanding, exploring knowledge across a range of disciplines. We engage with issues and ideas that have local and global significance.</p>	<p><b>CARING</b> We show empathy, compassion and respect. We have a commitment to service, and we act to make a positive difference in the lives of others and in the world around us.</p>
<p><b>THINKERS</b> We use critical and creative thinking skills to analyse and take responsible action on complex problems. We exercise initiative in making reasoned, ethical decisions.</p>	<p><b>RISK-TAKERS</b> We approach uncertainty with forethought and determination; we work independently and cooperatively to explore new ideas and innovative strategies. We are resourceful and resilient in the face of challenges and change.</p>
<p><b>COMMUNICATORS</b> We express ourselves confidently and creatively in more than one language and in many ways. We collaborate effectively, listening carefully to the perspectives of other individuals and groups.</p>	<p><b>BALANCED</b> We understand the importance of balancing different aspects of our lives—intellectual, physical, and emotional—to achieve well-being for ourselves and others. We recognize our interdependence with other people and with the world in which we live.</p>
<p><b>PRINCIPLED</b> We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.</p>	<p><b>REFLECTIVE</b> We thoughtfully consider the world and our own ideas and experience. We work to understand our strengths and weaknesses in order to support our learning and personal development.</p>

The IB learner profile represents 10 attributes valued by IB World Schools. We believe these attributes, and others like them, can help individuals and groups become responsible members of local, national and global communities.

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## The International Baccalaureate Organization [Mission Statement](#)

The International Baccalaureate (IB) is a global leader in international education – developing inquiring, knowledgeable, confident, and caring young people. Their programmes empower school-aged students to take ownership in their own learning and help them develop future-ready skills to make a difference and thrive in a world that changes fast.

### Welcome

It is an honor and a privilege to welcome you to explore the wonderful world of IB at Cholla High School. Our goal at Cholla is to provide a safe environment for our students to learn and grow as they move towards adulthood. We hope our students feel they belong, are free to express themselves, to grow, explore, develop, and ultimately meet their potential. This handbook is for current and prospective students and their families as they choose the best fit school and program.

Dr. Teresa Green, 520-225-4116

[Email Dr. Teresa Green](#)



### Joining the IB Programme

All IB courses/programmes at Cholla High School are designed to be a two-year course of study. Students begin their IB course/programmes beginning in 11<sup>th</sup> grade and complete the experience in May of their 12<sup>th</sup> grade. Cholla's IB Programme is an open enrollment programme, meaning any student who has a desire to challenge themselves academically is welcome to join the programme. Students choose their courses during semester 2 of their 10<sup>th</sup> grade. There are no entrance examinations required for entry into the IB Programmes at Cholla High School. It is expected that students and parents/guardians understand this two-year commitment.

### Programme Options

#### Option 1: Course Certificate Candidates

In this option, students may choose to enroll in 1-6 of our 15 IB course offerings. If the student earns a 2 or higher score, they will be awarded a course certificate from the IBO as long as the candidate has not received a penalty for academic misconduct from the Final Award Committee.

## Option 2: IB Career-Related Programme Candidates (CP)

In this option, students complete during their junior and senior year:

- A minimum of 2 of our 15 IB course offerings
- A IBCP Personal and Professional Skills course - students explore personal development, international mindedness, thinking processes, effective communication, intercultural understanding, and applied ethics.
- CTE course pathway (must choose a minimum of 1 pathway for 2 years)
  - Army JROTC
  - Automotive
  - Business Operations
  - Computer Programming
  - Construction
  - Graphic/Web Design
  - Music and Audio Production
  - Pharmacy Technician
  - Sports Medicine
  - Welding
- Students will also complete the CORE requirements of:
  - 50 hours of community service,
  - A language development portfolio,
  - Present to their peers and submit to the IBO a reflective project.

How do I earn an IB CP Certificate/Diploma?

- The candidate has completed the specified career-related study.
- The candidate has been awarded a grade 3 or more in at least two of the DP subjects registered for the CP.
- The candidate has been awarded a grade of at least D for the reflective project.
- All personal and professional skills, service learning and language development requirements have been met.
- The candidate has not received a penalty for academic misconduct from the Final Award Committee.



### Option 3: IB Diploma Programme Candidates (DP)

In this option, students complete:

- 6 of our IB courses, one from each specific group or category,
- IB Theory of Knowledge course - specific course designed to challenge students to inquire about how they know what they know.
- Fulfill the requirements for Creativity, Activity and Service - C.A.S. - Creativity, Activity and Service – designed to create a well-rounded young adult who uses their creativity, keeps a healthy and active lifestyle, and does good via community service through a wide range of experiences and projects.
- Complete an Extended Essay, 4,000-word maximum research paper.
- Students must choose 3 HL and 3 SL courses. No more than 4 HL courses may be taken.

How Do I Earn the IB DP Diploma?

- Earn a minimum of 24 points; 12 minimum total in HL, 9 minimum total in SL
- Pass TOK and Extended Essay with a minimum grade of a D. No grade of E.
- Pass C.A.S. - Complete all required components of CAS

There are a number of additional requirements for the award of the diploma.

- There is no “N” awarded for TOK, the EE or for a contributing subject.
- There is no grade E awarded for TOK and/or the EE.
- There is no grade 1 awarded in a subject/level.
- There are no more than two grade 2s awarded (SL or HL).
- There are no more than three grade 3s or below awarded (SL or HL).
- The candidate has gained 12 points or more on HL subjects. (For candidates who register for four HL subjects, the three highest grades count.)
- The candidate has gained 9 points or more on SL subjects. (Candidates who register for two SL subjects must gain at least 5 points at SL.)
- The candidate has not received a penalty for academic misconduct from the Final Award Committee.

How do I earn an IB Bilingual Diploma?

Completion of two languages selected from the studies in language and literature subject group with the award of a grade 3 or higher in both languages. At Cholla HS that is English A: Literature HL and Spanish A: Language & Literature HL.

University Credit: Generally, only scores of 5+ have an opportunity to earn college credit at Arizona universities for select courses as determined by the universities. Families are encouraged to view specific university websites for more specific information.



## Course Options

All courses are designated as Higher Level or Standard Level (HL or SL). This designation informs the teachers how many units of study the students must complete and follows the requirements as set forth by the IBO. Higher level courses generally complete a greater number of units and concepts than the standard level courses.

### Group 1: Language & Literature

- English A: Literature HL
- Spanish A: Language & Literature HL (Native or highly proficient speakers, readers and writers)

### Group 2: Language Acquisition

- Arabic ab initio SL
- German ab initio SL
- Spanish B (recommended 2 years of Spanish)

### Group 3: Individuals & Societies

- History of the Americas HL (covers both American History and World History graduation requirements)

### Group 4: Sciences:

- Biology SL (recommended to have had IB Prep Biology or Biology)
- Chemistry SL (recommended to have had IB Prep Biology and Chemistry Honors)
- Environmental Systems & Societies SL (recommended to have had IB Prep Biology or Chemistry Honors)

### Group 5: Mathematics

- Mathematical Analysis & Approaches SL (recommended to have had Algebra 2 or Algebra 2 Honors)
- Mathematical Applications and Interpretations SL (C or higher in both Algebra 1 and Geometry recommended)

### Group 6: Fine Arts and Options:

- Music HL (must play a musical instrument)
- Psychology HL
- Theater HL (Beginning Theater recommended, but not a requirement)
- Visual Arts HL (Beginning Art recommended, but not a requirement)

## Tips for Success

**Time Management** – You can expect 4-5 hours of homework every night. It will be important that you learn to stay on top of assignments and due dates. Procrastination, while a normal characteristic of high school students will be your worst enemy. Using a calendar or planner often helps.

**Check Your Grades Weekly** – Checking your grades weekly will help you know what has been graded, any work that you might be missing, and upcoming assignments as well.

**Attendance** – There is a direct correlation between attendance and grades. Get to class on time. Be prepared. Be in attendance daily. If you must miss class, make sure you make up any missed work within the TUSD guidelines (generally 1 day for each day of EXCUSED absence).

**Notetaking** – Notetaking is an essential skill for any college preparatory course. There are several different forms of notetaking. Those of you who have taken AVID have practiced notetaking on a regular base.

**Study Groups** – Forming study groups with your classmates can increase understanding of the material covered and will help you succeed in your course/s. This is a great time to review and revise notes.

**Be Knowledgeable About Each Courses Requirements** – Each course will have slightly different requirements for what internal and external exams will need to be completed. Make sure you know what these requirements will be.

**Open Communication** – Be sure to keep lines of communication open with your teachers. If you are struggling, be sure to speak with your teacher right away. Don't wait until you are so far behind, you can't see up from down. Ask for help.

**Speak Up** – Let the IB Coordinator know if assessments are piling up. You should have no more than 1 or 2 major assessments due in one week. While teachers do their best to schedule assessments so there is no major overlap, there are times it will happen.

**Ability, Motivation and Attitude** – The IB believes all students can succeed in IB courses. Ability is what you are capable of doing. Believe in yourself. Motivation determines what you do. Attitude determines how well you do it. You are in control of your ability, motivation and attitude.

**Set Goals** – Setting personal SMART goals can help you achieve success, not only in the IB but in life. Meet with the IB Coordinator or a teacher to help you set SMART goals.

**Balanced** – Be sure to keep your exercise, meditation, and fun times with family and friends in your life, finding this balance will keep you sane!

## IB Course Changes

All IB courses at CHS are two years in duration. Students who wish to change their schedule must do so during time determined by the Counseling Department.

### **DROPPING, CHANGING OR ADDING IB CLASSES**

1. Schedules may be changed upon availability during the first 10 days of the school year. However, priority will be given to students with incomplete schedules and new student registration on the first week of the school year.
2. Second semester course changes are encouraged to be made prior to Winter Break.
3. The first five days of second semester, class changes may be made based upon failing grades received from first semester and available classes to change into.
4. Academic schedule changes from IB courses to regular courses require parent permission and teacher input.
5. Adding or changing to a different IB course may be possible through the end of the first 4 weeks of school. Parent permission and teacher input/permission are required as part of this process. As this is an Advanced Learning Experience Programme, material is covered at an accelerated rate and the student must be prepared to make up any missing work missed prior to enrollment in the class.
6. A student must continue to attend their scheduled classes until their new schedule has been completed. They need to check their school emails for notification.

### **NOVEMBER 15 OF SENIOR YEAR**

1. Students and parents are required to attend an information meeting regarding exam registration. This meeting is held in the evening in September/October of their senior year.
2. Students who wish to drop a course during their senior year, must indicate this PRIOR to November 15 of their senior year. Paperwork will be available at the student/parent meeting.
3. Any IB course drops after November 15 without prior written notice and conferences, will incur a \$119/course fine. Drops due to student not completing an IB required assessment will also incur a \$119/course fine.
4. Fines must be paid in full prior to receiving their high school diploma.

## Frequently Asked Questions (FAQs)

**How do I know which course/s or programme would be the best fit for my student?** Students and parents are encouraged to meet with the IB Coordinator prior to registration season in 10th grade. This can be an invaluable opportunity to ensure appropriate registration for 11th and 12th grade. In general, it is recommended that students register for classes/ programmes that most fit their interests and future goals.

**What kind of college credit can students earn through taking IB courses?** While universities vary in awarding college credit for completed IB courses, in general an overall score of 5 or above in most, but not all, IB courses offered at Cholla HS will earn some form of college credit. It is recommended that students/parents/ guardians check the individual university of interest website/s for more detailed information. This information is usually under the heading of "transfer credits." Students could earn 20-30 college credits while at Cholla HS through the combination of AP and IB courses.

**If I don't earn college credit for an IB course, why should I take it?** The fact that all IB courses are college-preparatory courses will show universities that you are able and willing to take on and succeed at the college level. These courses also prepare you for the rigor of university courses as well as giving you a solid foundation of knowledge making your 1st year in university easier and more seamless.

**Is there a set late assignment policy in the IB Programme?** We believe each teacher has the right and responsibility to set their own classroom policies. It is expected that IB students will turn all assignments in on time with accordance to each teacher's classroom policies. It is also expected that teachers will hold students to solid deadline dates. If one teacher allows for late work, this can quickly domino on the student's overall workload. For the greatest success in the IB, do not procrastinate on turning in work!

**Is it required for all DP and CP student to complete all the CORE requirements to receive the IB Diploma for their respective programmes?** The simple answer is YES! The CORE components of both the DP and CP set IB students apart from other students applying for college admission or the workforce. The CORE is what makes IB students different, more desirable, and better prepared for the future that lies ahead of them.

**Will I be required to do summer school or IB Boot Camp?** While not a requirement, it may be necessary to complete some graduation courses not completed in 9th or 10th grade. In addition, our most well-prepared students involve themselves in the IB Boot Camp to get a jump start on skills that create greater success in the IB Programme in general. Currently, there is no cost for summer school or IB Boot Camp. However, this may change according to District policy.

**What might cause my student to be dropped from an IB course/programme?** Some students will be involuntarily dropped from an IB course or programme due to not completing required programme assessments. Parents and students will be notified of the drop via email, phone call or in-person conference. If the drop occurs after November 15 of the student's

senior year, there is a \$119/course fee that will be charged to their student account. Any fees on a student account must be paid prior to receiving their HS diploma.

**What kind of fee might be charged to my student's account?** November 15 is the IBO deadline for exam registration. Each IB course incurs a cost of \$119 for exam fees. This is paid for by TUSD. However, if a student fails to complete a required formal internal or external IB assessment during their senior year, which results in not being eligible to obtain the course certificate/s or IB diploma for the programme in which they are enrolled, the student's account will be charged \$119 for each course in which this applies. This amount must be paid prior to the student receiving their HS diploma. A mandatory parent meeting will be held in September/October of the student's senior year to review this process and information in deeper detail.

## Policies and Handbooks

ACADEMIC HONESTY – Discusses the responsibilities of the student, parent, and teachers in ensuring that all work submitted is the original work of the student's.

ADMISSION POLICY – Discusses how students are admitted into the IB Programmes offered at Cholla HS.

ASSESSMENT POLICY – Discusses the types of assessments students can expect in their IB courses. The difference between internal and external assessments. As well as grading policies, late work, mock exams and IB exams.

INCLUSION POLICY – Discusses the protocol for providing support for students on an IEP or 504 who are involved in the IB.

LANGUAGE POLICY – Discusses Cholla's support of students who are ELL, as well as students interested in pursuing further proficiency of a second language other than English.

IB DP/CP HANDBOOK – This handbook outlines the entire programme options. Discusses why IB, how work is scored, how to drop/add a course, FAQ's and much more.

C.A.S. HANDBOOK – This handbook outlines the requirements and expectations for completing the IBDP Core component of Creativity, Activity and Service.

EXTENDED ESSAY HANDBOOK – This handbook outlines the requirements and expectations for completing the IBDP Core component of the EE.

SERVICE-LEARNING HANDBOOK – This handbook outlines the requirements and expectations for completing the IBCP Core component of Service Learning. (TBD)

REFLECTIVE PROJECT HANDBOOK – This handbook outlines the requirements and expectations for completing the IBCP Core component of Reflective Project. (TBD)

LANGUAGE DEVELOPMENT HANDBOOK – This handbook outlines the requirements and expectations for completing the IBCP Core component of Language Development. (TBD)

All these policies and handbooks can be found on the [Cholla IB Website](#).

For questions regarding the programmes, please contact the IB Programme Coordinator at 520-225-4116 or [email Dr. Teresa Green](#).

## STUDENT, PARENT/GUARDIAN AGREEMENT FORM

Students and their parents/guardians will be given the IB DP/CP Handbook as part of their initial enrollment into the IB Programme at CHS. You will be asked to take the IB Handbook home and further discuss the sections below as a family. After reviewing. Please complete the acknowledgement below.

I am enrolling for the:

- IB Diploma Programme
- IB Career-Related Programme
- IB Course Certificate Programme

I have reviewed the IB DP/CP Handbook with my son/daughter,  
\_\_\_\_\_, (student's full legal name) with a  
focus on the sections indicated below.

Please check each box acknowledging these sections were reviewed and discussed.

- District and School Leadership
- CHS: Who are we? What do we stand for?
- What are my options?
- What does my programme look like?
- What subjects can I choose?
- How can I make sure that I succeed?
- Policies – What they are and where to find them.
- Frequently Asked Questions (FAQs).

I also understand that my child is committing to a 2-year programme of study and any potential drop/s will be discussed with the teacher, parent/guardian, student and programme coordinator before a drop is approved.

Parent/Guardian Name (Printed) \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Student Name (Printed) \_\_\_\_\_

Student Signature \_\_\_\_\_

Date Signed \_\_\_\_\_

Please return this form to the IB Programme Coordinator's Office.