

Becoming a Cambridge International school

FAQs - ITALY

1. How can I become a registered Cambridge International school?

- **First step:** the school submits the **Expression of Interest (EOI)** online at <https://www.cambridgeinternational.org/why-choose-us/join-cambridge/step-1-express-your-interest/expression-of-interest-form/>. If the review of the EOI is positive, we will send you an **Application Form** to fill in. This is a very detailed document where we ask you to explain how and why you are planning the introduction of the Cambridge programmes in your school.
- **Second step:** once we receive your application, it will take between 4 to 5 weeks to complete the review. If the review is positive, we will organise a school approval visit. It will take 4 to 8 weeks to organise the approval visit.
- **Third step:** If the visit in your school is positive, we will finalise the contract with your school. Once both parties sign the contract and the registration fee is paid, then your school will be a Cambridge International school.

Please note that **it is strictly forbidden** to advertise your school as a Cambridge International school if you are not fully registered with Cambridge. Also, it is advisable to complete at least the second step of the registration process before informally advertising your intention of offering the Cambridge programmes and qualifications to students in your school.

2. **Which schools can apply to become a Cambridge International school?** State, private, paritaria and international schools, with government approval to offer an international curriculum.
3. **What is the ‘government approval’?** We need confirmation that your school is allowed to run international programmes. In Italy state and paritaria schools are completely free to run international programmes thanks to the “autonomia scolastica”. Private and international schools are completely free to run international programmes if they wish. However, Cambridge will ask your school to prepare a document stating that your school is a state/paritaria/private school and that it is allowed to offer international courses.
4. **How do I know if my school meets the requirements to become a Cambridge International School?** The guide “Becoming a Cambridge International School” available to download at <https://www.cambridgeinternational.org/Images/163193-becoming-a-cambridge-school-registration-process.pdf> gives you detailed information about each step of the application process. Above all, it helps you understand if your school meets the requirements to become a Cambridge International school.
5. **My school would like to offer Cambridge Primary and Cambridge Lower Secondary alongside the national curriculum. Where should I start?** It is essential that you have a clear idea of the number and kind of subjects you would like to introduce in your school and assess if you have enough resources to teach our Cambridge Primary and Cambridge Lower Secondary programmes. We recommend that you familiarize yourself with the curriculum frameworks and download the curriculum outline to find out more about each subject at <https://www.cambridgeinternational.org/programmes-and-qualifications/cambridge-lower-secondary/curriculum/>. Cambridge Primary and Cambridge Lower Secondary develop skills in ten subjects, which include English, English as a Second Language, Mathematics, Science, as well as Music, Art & Design, Physical Education, Digital Literacy, ICT Starters and Global Perspectives.

- 6. My school would like to offer some of the Cambridge IGCSE and AS/A level subjects alongside with the national curriculum. Where should I start?** At this initial stage, it is important that you have a clear idea of the number and kind of subjects you would like to introduce in your school. It is also very important to assess whether your school has enough resources to implement the Cambridge IGCSEs or AS/A levels subjects alongside the national curriculum. It is essential to download from our website the syllabuses for each Cambridge IGCSE or AS/A level subject you are interested in. In the syllabus you will find all the information you need about the programme to teach, as well as the guidelines for assessment.
- 7. How many Cambridge IGCSE subjects we can offer?** There is no minimum or maximum. This will depend on the teaching resource available in your school and on the offer (*offerta formativa*) you are planning for your students. For Cambridge IGCSEs, there are over 70 subjects, which you can choose from in any combination. The most popular ones in Italy are English as a Second Language, Mathematics, Geography, Biology, Physics, Chemistry, Latin, and Global Perspectives.
- 8. Where can I find the syllabuses for the Cambridge IGCSEs and AS/A level?** They are published on the Cambridge website at <https://www.cambridgeinternational.org/programmes-and-qualifications/>, alongside some learner guides for your students. Here you can also find the curriculum outlines for Cambridge Primary and Cambridge Lower Secondary.
- 9. What is a “Learner Guide”?** It is a guide designed for students to help them to prepare for the examinations. It is, however, very useful for teachers too.
- 10. Who is in charge of the implementation with the national curriculum?** The school will need to look at ways to implement the Cambridge programmes alongside the national curriculum. The guide “Implementing the Curriculum with Cambridge” available for download at <https://www.cambridgeinternational.org/Images/134557-implementing-the-curriculum-with-cambridge.pdf> can help you with this. The school will also decide on the best teaching method, which will depend on your school’s circumstances, including your resources, teaching staff and lesson timetables. If you feel that you need additional guidance in this area, we may be able to put you in touch with other schools in Italy that successfully use Cambridge programmes alongside the Italian national curriculum.
- 11. Are there Cambridge International schools we can contact in Italy?** You can find a list of our schools by using the “Find a Cambridge School” search tool at <https://www.cambridgeinternational.org/why-choose-us/find-a-cambridge-school/>.
- 12. Does Cambridge International supply native English-speaking teachers?** No, this is something that schools need to take care of. Cambridge expects that native speakers who are teaching our programmes will also be subject experts.
- 13. Do the native speakers need to have a degree in the subject they will teach?** We will leave it up to you to evaluate their CVs, but we would expect them to have evidence of a qualification in the subject.
- 14. Do Italian teachers who are also teaching the Cambridge programmes need to have an English qualification?** No. However, it is highly recommended that Italian teachers have at least a C1 level of English in order to teach the Cambridge programmes, but we will not ask for a certificate to verify this. If Italian teachers have a lower level of English, a native speaker, who has knowledge of the subject, can support them in the delivery of the subject. If they are interested in improving their English language, please visit the website of our sister organisation Cambridge Assessment English <https://www.cambridgeenglish.org/it/> or contact them directly at infoitaly@cambridgeenglish.org.

- 15. Do my students need to have a language certificate?** No. However, it is preferable that students have a B1 level of English to begin the IGCSE programmes. If you would like to offer English language certifications to your students and you are interested in becoming a Cambridge English preparation centre please visit the website of our sister organisation Cambridge Assessment English https://www.cambridgeenglish.org/it/cmp/come_diventare_preparazione_centro/.
- 16. Are books included in the annual fees?** No. We are not a publishing company. However, we work with four endorsed publishers who produce books and materials for the various Cambridge programmes. We would be delighted to share their contacts once you become a Cambridge International school.
- 17. Do schools need a dedicated person for our programmes and qualifications?** Yes, at least one, the Exams Officer, and preferably a Teacher Support Coordinator. Cambridge supports the training of the Exams Officers, so they can become confident in administering our programmes and examinations. The Teacher Support Coordinator could support the group of teachers who will be involved in the Cambridge qualifications.
- 18. Do I need training to teach the Cambridge programmes and qualifications?** Yes, we highly recommend our training to guarantee success in delivering our programmes. Once the school becomes a Cambridge International school, we offer some free training online, as well as face-to-face and online training at an additional cost. We do not provide any English language training. If you are interested in improving your English language, please visit the website of our sister organisation Cambridge Assessment English <https://www.cambridgeenglish.org/it/> or contact them directly at infoitaly@cambridgeenglish.org.
- 19. Who pays the fees?** The school will be asked to pay an initial application fee, which includes the approval visit fee. In addition to this fee, there is an annual fee for accessing our programmes. The exams themselves have an examination fee. You will receive the fee list after we receive your Expression of Interest form.
- 20. What if the school has two “Sedi” (Centrale and Succursale)?** We will ask to visit both locations during the School Approval visit, but there is no additional charge as long as you will host the Cambridge examinations in one location/*sede*. This means that the secure storage will have to be arranged in the location where the exams take place.
- 21. Once the school is registered, what support will we receive from Cambridge?** Cambridge has developed digital platforms with a vast amount of resources and materials available for schools. A “Support for Cambridge Schools” brochure is available to download at <https://www.cambridgeinternational.org/Images/417125-cambridge-school-support-brochure.pdf>. It provides a step-by-step list of resources available on our secure School Support Hub, which you will be able to access once your school is fully registered with us.
- 22. Do you have Regional representatives in Italy?** Yes. We have representatives based both in Italy and in the UK. Please see the list of regional representatives at <https://www.cambridgeinternational.org/about-us/our-regional-teams/europe/>. Our Italy representatives can be contacted in both English and Italian. If you are interested in becoming a Cambridge International school, we would be delighted to hear from you.