



The Department of College Counselling

Policies and Procedures

Mission Statement

The mission of Dhirubhai Ambani International School Department of College Counselling is to meet the needs of the entire college-bound population. We are dedicated to the success and educational development of every student in pursuit of their passion through the medium of post-secondary education. Through individualized support planning, counselling and collaboration with families, the Department of College Counselling team reinforces educational values that enable the DAIS students to achieve their goals and succeed in competitive college environments.

Commitment

The Department of College Counselling is fully committed to the overall mission of the DAIS school and we firmly believe that every student can be successful. We are committed to ensure that our students and their parents are provided with current information through workshops, professional Counselling and access to resources that will enable all students to make a successful transition from high school to college.

Execution

The Department of College Counselling will engage in a progressive approach to college preparedness to ensure that the department consistently meets its commitment and provide the best quality student-support services. We will:

DAIS Academic Counselling Policy

- always stay apprised of current and future trends to ensure that our students are prepared to meet local and global demands.
- seek out appropriate opportunities to continuously improve our programs and services in response to the changing needs of students and the dynamics of academia.
- coordinate efforts with other departments in the school providing information for tighter integration of the Department of College Counselling into the broader educational mission
- incorporate student learning and student development in its mission.

Expectations of Students and Parents

Students

- To complete required assignments on time
- To attend all counselling presentations and workshops
- To keep parents informed of their own college search process and any new developments
- To be honest and candid with their College Counsellors and to keep them updated on any new developments
- To complete their research assignments for each college and to develop full awareness of critical deadlines and special requirements
- To meet the Department of College Counselling priority deadlines on time
- To be open to new options and suggestions
- To work hard and concentrate on doing their best in their academic subjects
- To personally complete their college applications
- To make sure the application is complete and submitted on time
- To understand that student, parent and Counsellors are all working towards the same goal

DAIS Academic Counselling Policy

Parents

- To be encouraging and supportive and to offer advice and guidance when appropriate
- To keep the lines of communication open between the parent and student and the parent and the College Counsellor
- To be careful not to exert undue influence on the student
- To be open to new options and suggestions
- To help the student understand that there are more than one college which will be appropriate for them
- To support an ethical approach to the college admission process
- To understand that student, parent and the College Counsellor are all working towards the same goal

Counsellors

- Work collaboratively with all parties involved in the college process to ensure that students are well supported in the college search, application and decision process
- Provide timely information about the college process
- Provide students with best-fit options for potential colleges
- Learn about and communicate new trends and developments, both nationally and internationally, at individual colleges
- Visit universities and conferences to keep themselves abreast of the latest developments in the field of counselling and colleges globally