



# 2021 GRAD HANDBOOK



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## MESSAGE TO GRADS

The time has come at last. After 12 years of schooling, you are about to start your last year of high school. You have worked hard to get here, but the job is not done yet. This handbook is designed to make sure you have a successful year. It will explain everything connected to grad.

This will be a busy year for you with lots of opportunities to celebrate. However, you need to stay focused and make sure you meet all grad requirements. If you do not meet the graduation requirements then you will not be a graduate and will not be a part of the graduating class. Make sure you plan ahead and work hard to make this your best year.

Important note: We expect our graduates to be leaders in the school and to set good examples with the choices they make. Please refer to the school website to review the school code of conduct and expectations.

Grade 12 students who **do not** meet graduation requirements will **not** be on the commencement list in June and will be moved back to grade 11.

## MESSAGE TO PARENTS/GUARDIANS

The year is unusual but will be very busy and will go by very quickly! We anticipate that grads will be applying to post-secondary institutions, filling out scholarship applications, participating in Commencement and Awards Night and planning for the Prom. Of course, graduates will be doing homework, volunteering and maintaining part-time jobs.

There will be monthly Grad Parent meetings throughout the year via Zoom (one hour before PAC meetings), and we look forward to having you participate. Please check our website <http://css.sd33.bc.ca> and our newsletters to keep you updated on dates and times: look specifically at the Grad tab. If you have any questions about a specific event, please contact our administrators for more information.

Our first grad parent meeting is scheduled for **Monday, November 2<sup>nd</sup> at 6:00 pm** Please stay tuned for an email giving details of how to connect with the Zoom meeting. This will give you important information about grad and how you can get involved.

## GRADUATION STATUS

Only students who meet the British Columbia Ministry of Education's requirements (listed below) will be considered a graduate of 2021. If you have any questions about your graduation status, please contact your counsellor immediately to ensure you have all the necessary courses to graduate.

Ms. Linau **A-E**     Mr. Olafson **F-L**     Ms. McAulay, **M-Sh**     Ms. Cornell **Si-Z**.

## DOGWOOD DIPLOMA

The BC Certificate of Graduation or "Dogwood Diploma" is awarded to students who successfully complete the provincial graduation requirements.

Students require a minimum of **80 credits** to graduate.

Of these credits:

- At least 16 credits must be at the Grade 12 level, including a required Language Arts 12.
- At least 28 credits must be elective course credits.
- 52 credits are required from the following:
  - Career-Life Education (4 credits), and Career-Life Connections (4 credits)
  - Physical Health and Education 10 (4 credits)
  - Science 10 (4 credits), and a Science 11 or 12 (4 credits)
  - A Math 10 (4 credits), and a Math 11 or 12 (4 credits)
  - A Language Arts 10, 11 and a required 12 (12 credits total)
  - An Arts Education 10, 11, or 12 or an Applied Design, Skills and Technologies 10, 11, or 12 (4 credits total)

In addition, students must also complete three new graduation assessments:

- The Grade 10 Graduation Numeracy Assessment
- The Grade 10 Graduation Literacy Assessment
- The new Grade 12 Graduation Literacy Assessment

See your counsellor with any concerns. We strongly recommend that students discuss their graduation plans with a parent/guardian.

[www2.gov.bc.ca/gov/content/education-training/k-12/support/graduation](http://www2.gov.bc.ca/gov/content/education-training/k-12/support/graduation)

These requirements are for graduation only. Make sure you have all the required courses for University and/or specific programs. See Mrs. Soltys in the Career Centre.

## TRANSCRIPT VERIFICATION REPORTS (TVR)

TVR's are reports that list all courses that students have completed in Grade 10, 11 and 12. Students will review and sign the reports during the week of November 23<sup>rd</sup> – December 1<sup>st</sup>. These scheduled sessions are mandatory. Students should be aware that course changes or course failures may impact graduation, and therefore, need to be considered carefully. If you are currently working from home, you will need to come in on your assigned day to verify your transcript.

## CAPSTONE

The goal of Capstone is to create a final project that will be presented to a panel of teachers in March. The capstone project is a representation of the student's learning journey. Students will have a teacher mentor and will meet on three designated dates between 2:00 and 2:45 pm to prepare their projects. The project will include information on what students have learned during their time in high school, the skills they have developed and their plans after graduation. The capstone presentation provides an opportunity for students to share and showcase their past, present and future endeavours. It is a chance for them to synthesize and celebrate their achievements and plans. Some of the kinds of questions you may be asked in the interview are in your myBlueprint account. For more information please email [daniel\\_blaschek@sd33.bc.ca](mailto:daniel_blaschek@sd33.bc.ca) - Career Education Department Head.

## GRADUATION ASSESSMENTS

### Numeracy Assessment Quick Facts

- The Graduation Numeracy Assessment is a new provincial assessment and a graduation requirement for all students graduating after June 30, 2018.
- The Graduation Numeracy Assessment is not tied to a specific math course, but rather, it evaluates a student's numeracy skills developed over the course of their education.
- Students will take the assessment during their graduation years (Grades 10–12). At CSS, students will be scheduled to take the numeracy assessment following completion of their grade 11 math course during our regular scheduled assessment weeks in January and June. If you have not completed your numeracy assessment you must see your counsellor or Mr. Kushnyrik ASAP.
- Students can re-take the Graduation Numeracy Assessment to improve their proficiency score. Their best level achieved will be counted as their final result.

- Results will be reported using a proficiency scale.
- Students will access results and a personalized performance report through the Student Transcripts Service.
- The Graduation Numeracy Assessment typically requires two hours to complete; however, students may use an additional hour if they require the extra time.

[https://curriculum.gov.bc.ca/sites/curriculum.gov.bc.ca/files/pdf/Graduation\\_Numeracy\\_Brochure.pdf](https://curriculum.gov.bc.ca/sites/curriculum.gov.bc.ca/files/pdf/Graduation_Numeracy_Brochure.pdf)

## **ADVANCED PLACEMENT**

Advanced Placement (AP) Exams are only written by students registered in AP courses. The exams are administered in May at a cost of approx. \$150. If you have questions about AP exams for a specific course please see the appropriate teacher or Mrs. Petek.

## **WORK EXPERIENCE (WEX)**

WEX 12 Programs are elective Work Experience courses, designed for students who would like to explore one or more career pathways as a part of their career planning. In addition to completing a set of written assignments, students must complete a minimum of 100 hours of Work Experience, usually in one particular focus area. Completion of these placement hours typically occurs over grades 11 and 12. The Focus Areas are:

Business & Applied Business	Tourism, Hospitality & Foods
Fine Arts, Design & Media	Health & Human Services
Fitness & Recreation	Trades & Technology
Liberal Arts & Humanities	Science & Applied Science

For more information about work experience, please see Mrs. Turman in room 1169c

## **YOUTH IN TRADES PROGRAM (ITA)**

Students 15 years of age and older attending high school and working in a trade on a part-time basis are eligible to apply for this program. For every 120 hours worked, students receive four credits, up to a maximum of 16 credits. Students graduating with a C+ average in grade 12 and 480 hours of trade experience are eligible for a \$1000 scholarship. For more information visit [www.itabc.ca](http://www.itabc.ca) or email Mrs. Helen Plummer at [helen\\_plummer@sd33.bc.ca](mailto:helen_plummer@sd33.bc.ca).

## COMMENCEMENT

Commencement is the formal ceremony to mark the completion of secondary school and to recognize students' achieving graduation requirements. In order to be eligible for commencement in June, graduates must be passing all courses and have sufficient credit to graduate by the end of April 2021. If it appears that a student has insufficient credit, or is at risk of failing one or more required courses, the student will be taken off the grad list.

### COMMENCEMENT REHEARSAL

Date/Time: Friday June 4<sup>th</sup>, 2021 at 11:00 am

Place: The Chilliwack Coliseum - Bussing provided

*All grads participating in the commencement ceremonies are required to attend this rehearsal.*

### COMMENCEMENT CEREMONIES

Date/Time: Saturday June 5<sup>th</sup>, 2021 at 12:30 pm

Place: The Chilliwack Coliseum

Cost: \$70.00

*This ceremony signifies the successful completion of 13 years of school. Please join us in celebrating and commemorating the accomplishments of graduates!*

### COMMENCEMENT INVITATIONS

All graduating students will receive four guest invitations. Additional invitations are available online through ACORN: our school fee program. Additional tickets can be purchased at \$5 while supplies last. Grads do not need a ticket for themselves.

### COMMENCEMENT CAP & GOWN

Caps and gowns will be given to students starting May 31<sup>st</sup>. Graduates keep all items: gowns, caps, & stole! Bring or wear all of these items to the commencement ceremonies on Saturday, June 5<sup>th</sup>.

### VALEDICTORIAN

Grade 12 students will have an opportunity to nominate their Valedictorian; the student who is an exemplary representative for the entire class. The Valedictorian prepares and gives the Valedictorian Address which is the official farewell to the graduating class. This honor is given to an outstanding representative of the class who is an honor roll student, an exemplary citizen, involved in service, athletics and fine arts at school and who is an excellent public speaker.

## COMMENCEMENT QUOTE

This is the statement that will be read when you walk across the stage at commencement. It is an opportunity to thank individuals or to express your future plans. You must complete your commencement quote on the Grad Tab of the CSS website.

## SCHOLARSHIPS, BURSARIES & AWARDS

### FINANCIAL AWARDS

Each year CSS graduates receive well deserved bursaries and scholarships. In 2020, CSS graduates received over \$300,000 in financial awards/scholarships. It is important to apply and to have all of your application packages completed properly and on time. Local financial award packages will be available at <https://css.sd33.bc.ca/financial-awards-information>

Students are encouraged to start this process early. Mrs. Soltys will host scholarship workshops in Teams and see students individually for help with this process. For the most up to date information, see our website. <https://css.sd33.bc.ca/career-centre>

### PROVINCIAL SCHOLARSHIP INFORMATION

This link gives the up to date information on provincial scholarships. <https://www2.gov.bc.ca/gov/content/education-training/k12/support/scholarships/provincial-scholarships>

Scholarship	Amount	Application Required	Vouchers Mailed
BC Achievement	\$1,250	No	October
District/Authority	\$1,250	Yes. through school/district	October
BC Excellence	\$5,000	Yes	September
Pathways to Teacher Education	\$5,000	Yes	September

### AWARDS CEREMONY

Date/Time: Wednesday June 2<sup>nd</sup>, 2021 at 6 pm

Place: First Avenue Christian Assembly Church (46510 First Avenue)

This is a formal ceremony to recognize students who will be receiving awards, scholarships, and bursaries from Chilliwack Secondary, post-secondary institutions and community organizations. All students receiving awards will be informed and should plan to attend the ceremony with their family members.



# POST GRADUATION

## CAREER DAY

Students will be able to explore the many post-secondary and career options available with representatives from major universities, colleges, and employers in September. Start developing your questions for these informative sessions. Students applying to post-secondary institutions need to check university's websites for detailed information regarding requirements. Do not assume that all universities and colleges have the same requirements.

## POST-SECONDARY APPLICATIONS

A large majority of post-secondary institutions open for applications on October 1<sup>st</sup>. Students can apply to the majority of BC post-secondary institutions using the [www.educationplanner.bc.ca](http://www.educationplanner.bc.ca).

## PERSONAL EDUCATION NUMBER (PEN)

A PEN is a nine-digit identification number assigned by the Ministry of Education (not Student Number) to each student registered in BC schools. It becomes significant to students completing provincial assessments and applying for post-secondary institutions. This number can be found on your school transcript.

## POST-SECONDARY INSTITUTES CHOICES FORM - OFFICIAL TRANSCRIPTS:

A transcript is a record of all successfully completed courses by students in grades 10 – 12. It is an official document that is complete upon graduation. Students must complete the *PSI choices form* to release their transcript information to each post-secondary institution. This option is only available online.

Login at:

<https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates>

Click "Current student" and follow the instructions to register for a basic BCeID. Follow the instructions carefully to submit your choice of Post-Secondary Institutions (a mandatory grade 12 meeting will occur in November to walk students through this process). If you miss this meeting, please see your counsellor to complete the process

## BANQUET & DANCE

Date: Wednesday, June 23<sup>rd</sup>, 2020

Place: The Chilliwack Coliseum

Cost: \$100 (subject to change)

The Prom is a formal event where students dress up and spend a memorable evening together. Grads will share a buffet dinner, listen to speeches, view a slideshow and “dance the night away!” ALL grads will have to organize their own transportation to and from the event which is held at the Chilliwack Coliseum.

All school rules apply. [Deadline to purchase tickets: June 16<sup>th</sup>, 2021](#)

## GUEST PASSES

Graduates can apply to have a guest join them at the prom. A guest refers to anyone who is a high school student presently enrolled in the Chilliwack school district but not in grade 12 at CSS. Applications will be available for guests on our website under the grad tab, and guest forms will be available outside the office. Guests must be approved by administration in order to be considered and must be approved before purchasing tickets.

## THE PROM SHOP

CSS is pleased to offer a selection of both new and gently used prom dresses to grads! Why spend hundreds on a dress you will only wear once when you can borrow one for FREE! For more information please email [thepromshop@sd33.bc.ca](mailto:thepromshop@sd33.bc.ca).

## DRY GRAD

Date: Wednesday June 23<sup>rd</sup>, 2021 (following Prom)

Time: 11:00 pm – 5:00 am

Place: Chilliwack Landing Sports Centre

Cost: \$45 (prices may vary)

Students usually travel directly from Prom to Dry Grad. Dry Grad is a community sponsored event that Chilliwack Secondary, Sardis Secondary and GW Graham students attend. This event takes place after the Prom, from 11:00pm - 5:00am. All food, prizes and activities are included in the price of admission. Students are NOT required to bring any money or pay for anything during the evening. This is an alcohol free environment and there are no “in and out” privileges. [Deadline to purchase tickets: June 16<sup>th</sup>, 2021](#)

## GRAD PHOTOS

Grad Photos will be taken separately from the regular school photos and will occur November 2<sup>nd</sup> - 10<sup>th</sup>. If you have not signed up for photos yet please go see the photographers in the Grand Hall on these dates after 2 pm. Grad Photo Retakes will be held on February 17<sup>th</sup> and 18<sup>th</sup>.

All grads are encouraged to have their grad photos taken by the school photographer for a sitting fee of \$45 as these will be used in the yearbook and on the school composite. (You are not obligated to purchase photo packages).

[If you decide not to have this photo taken, you will not be in the yearbook or on the grad composite.](#)

You may choose to have your grad photo taken by another photographer or studio, and for this, you may borrow a cap and gown from the office with a refundable deposit of \$25.

## GRAD RINGS

Grad rings are available for sale through Jostens. A representative will be available in the front lobby Dates: TBA

## SUMMARY OF FEES

Student Association Fee	\$10.00
Grad Commencement	\$70.00
Yearbook (optional)	\$45.00
After January 2021	\$55.00
Parent Advisory Committee Donation (optional)	\$ 5.00
Dry Grad (optional)	\$45.00
*Banquet and Dance Ticket (optional)	\$100.00

[\\*Note: maintaining these costs are attributed to efforts of the grad parent committee & student fundraising.](#)

# GRAD MONTHLY CHECKLIST ✓ when completed:

## SEPTEMBER

- September 9<sup>th</sup> Grad Parent Meeting 6 pm
- September 19<sup>th</sup> Attend Careers/Choose BC day
- Verify entrance requirements for the program you are interested in at <http://www.educationplanner.bc.ca/> or [myblueprint.ca/postsecondary](http://myblueprint.ca/postsecondary)
- Final adjustments to school timetable to reflect entrance requirements met
- Follow the announcements for relevant grad, university and scholarship information (go to school website, myBlueprint messages, career center news)
- Check [www.collegeboard.com](http://www.collegeboard.com) for SAT dates if interested in attending PSI in the United States
- Make an appointment with Career Counsellor
- Meet with your CAPSTONE mentor

## OCTOBER

- October 25<sup>th</sup> 6-7 pm Financial Awards Information Evening for students and parents
- Late October: Book your grad photos
- Research scholarships on at least one of the following websites  
<http://www.studentscholarships.org> <http://www.educationplanner.bc.ca/>  
<http://css.sd33.bc.ca/students/scholarship-info> <https://yconic.com/>
- Complete PSI Choices form (on secure website): this allows institutions access to your final grades in August through the Ministry, and ensures earliest possible confirmed acceptance
- Application process begins at all universities/colleges (PSIs). Apply online at [www.applybc.ca](http://www.applybc.ca) (for multiple universities/colleges in BC) or specific Institutions on their website. Will need your PEN (you can get this from your counselor or your TVR or report card) and access to a credit card
- Make appointment for a private session with UFV
- Go to CSS Webpage GRAD for all Grad Info and dates of events
- Loran Nomination Deadline
- October 29<sup>th</sup> 9:30 am UBC Advisor visits CSS
- Meet with your CAPSTONE mentor

## NOVEMBER

- November 2-10<sup>th</sup> Grad Photos
- November 12-15<sup>th</sup> Grad Info session
- November 23<sup>rd</sup> in Microsoft Teams 2:15 Financial awards Workshop
- Nov 18<sup>th</sup> UFV Advisor information session in Zoom at 2:30 pm
- Nov 23-27<sup>th</sup> TVR sessions for ALL Grade 12's-MANDATORY

- Create secure website at [www.bced.gov.bc.ca/exams](http://www.bced.gov.bc.ca/exams) (to find exam marks, get practice exams, download transcripts, do PSI form)
- Confirmation letters/emails will be sent out from Institutions thanking you for your application, providing you with a contact person and asking for additional information they may require
- Ask people for letters of reference
- Be aware of PSI Scholarship Deadlines-Centennial at UBC

## DECEMBER

- all PSI Deadlines for Admission in the Fall.
- Dec 1<sup>st</sup> UBC application due for consideration of the Centennial Scholarship
- Cmolik and Schulich Nomination Deadline

## JANUARY

- Meet with your CAPSTONE Mentor
- January 16<sup>th</sup> Grad Photo Retakes

## FEBRUARY

- February 11<sup>th</sup> Internal Financial Awards due by 1 pm-See 2020 Hand in instructions <https://css.sd33.bc.ca/external-awards>
- February 25<sup>th</sup> External Specific Financial Awards due by 1pm –See 2020 Hand in instructions
- February 28<sup>th</sup> Last day to buy a Yearbook
- Self –report marks to Institutions (PSI’s) that require it (a letter or email will be sent to you detailing the process you need to follow)

## MARCH

- Attend PSI information sessions, tours, or student visits to familiarize yourself with the colleges/universities – various dates- check out university/college websites
- UFV/TWU academic advisors begin visiting CSS
- Check out the online Scholarships for their deadlines
- Language entrance tests: LPI, CPT, TOFEL. Sign up online to the institution you are applying to.
- CAPSTONE project interviews with your Mentor teacher

## APRIL

- April 14<sup>th</sup> Coast Capital & District Authority due by noon-See 202 hand in instructions
- Conditional letters of acceptance based on the self-reported grades

- Pick courses and housing with your PSI

## MAY

- May 1st Interim transcript information forwarded
- May 25<sup>st</sup> Extra Commencement tickets on Sale
- May 26<sup>th</sup> Grad Spirit Day
- Registration appointments begin (May-Aug) these are online appointment dates where you choose your classes; see a University academic advisor prior to your date to ask specific questions about courses

## JUNE

- June 1<sup>st</sup> – 4<sup>th</sup> Start picking up grad gowns in the office
- June 2<sup>nd</sup> Awards Ceremony
- June 4<sup>th</sup> Commencement rehearsal 11:30 am
- June 5<sup>th</sup> Commencement ceremonies 12:30 pm
- June 16<sup>th</sup> Last day to purchase banquet & dance tickets
- June 16<sup>th</sup> Last day to purchase dry grad tickets
- June 23<sup>th</sup> Banquet & Dance / Dry Grad Night!
- Start Applying for student loans  
<http://www.aved.gov.bc.ca/studentaidbc/ila/welcome.htm>
- Hand in your Scholarship Receipt Information sheet to Career Centre to process your award
- Show Thank you letter for the donor to Career Centre

## AUGUST

- Final confirmation letters of acceptance or denial, these will be based on the grades that the Institution has downloaded from the Ministry of Education Website directly.