



2023 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 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 bimonthly Grad Parent meetings throughout the year in the school library (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 administration for more information.

Our first grad parent meeting is scheduled for **Monday, October 3rd at 6:00 pm**. This meeting is in the library just before the parent advisory 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 2023. 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. Lee, **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

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 21st – 24th. 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. Students 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 during Flex 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 Capstone Teams account. For more information, please email daniel_blaschek@sd33.bc.ca - Career Education Department Head.

GRADUATION ASSESSMENTS

Numeracy 10, Literacy 10, Literacy 12 Assessment Quick Facts

- The Graduation Assessments are new provincial assessments and a graduation requirement for all students graduating after June 30th, 2018.
- The Graduation Assessments are not tied to a specific course, but rather, they evaluate a student's numeracy and literacy 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 Literacy 10 Assessment when they take an English 10 course, the Numeracy 10 Assessment when they take a Math 11 course, and the Literacy 12 Assessment when they take an English 12 course. The Assessments are taken during our double block Assessment week in November, January, April, and June. If you have not completed your Graduation Assessments you must see your counsellor or Mr. Kushniryk ASAP.

- Students can re-take their Graduation Assessments to improve their proficiency score. Their best level achieved will be counted as their final result.
- Results will be reported on your student transcript using a proficiency scale (1-4).
- Students will access their Graduation Assessment results through the Student Transcripts Service.
- The Graduation Assessments typically requires two hours to complete; however, students may use an additional hour if they require the extra time.

<https://curriculum.gov.bc.ca/provincial/grade-10-numeracy-assessment>

<https://curriculum.gov.bc.ca/provincial/grade-10-literacy-assessment>

<https://curriculum.gov.bc.ca/provincial/grade-12-literacy-assessment>

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 Ms. Atkins.

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 an application, a set of written assignments, students must also complete a minimum of 100 hours of Work Experience. Completion of these placement hours typically occurs over grades 10, 11, and 12.

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 or email Mrs. Rice Causton at amy_causton@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 be in a position to graduate. This will be reviewed on May 1st, 2023. 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 16th, 2023 at 11:30 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 17th, 2023 at 1:00 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 tickets may be available to be purchased at \$7 as long as we are under the capacity limits. Grads do not need a ticket for themselves.

COMMENCEMENT CAP & GOWN

Caps and gowns will be given to students starting June 12th. Graduates keep all items: gowns, caps, & stole! Bring or wear all of these items to the commencement ceremonies on Saturday, June 17th.

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 2022, CSS graduates received over \$380,000 in financial awards/scholarships. It is important to apply and to have all of your application packages completed properly and on time. The Financial Awards Information Session for parents and students will be October 27th at 5:00 pm in the CSS library. Local financial award packages will be available at <https://css.sd33.bc.ca/financial-awards-guide>

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>

Internal Financial Awards applications are due 1:00 pm February 9th, 2023

External Financial Awards applications are due 1:00 pm February 23rd, 2023 (some awards have specific due dates that may be earlier than this date)

PROVINCIAL SCHOLARSHIP INFORMATION

This link gives the up-to-date information on provincial scholarships.

<https://www2.gov.bc.ca/gov/content/education-training/k-12/support/scholarships/provincial-scholarships>

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

AWARDS CEREMONY

Date/Time: Wednesday June 7th, 2023 at 6:00 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

POST SECONDARY DAY

Students will be able to explore the many post-secondary and career options available with representatives from major universities and colleges. Post Secondary Day will be October 19th, 9:30 – 11:30 am. The students will visit two different presentations and an information fair during the morning. Parents are welcome to attend the information fair. Start developing your questions for these informative sessions. Students applying to post-secondary institutions need to check individual institution websites for detailed information regarding requirements. Do not assume that all universities and colleges have the same requirements. Virtual sessions and information can also be accessed through <http://www.postsecondarybc.ca>

POST-SECONDARY APPLICATIONS

A large majority of post-secondary institutions open for applications on October 1st. Students can apply to most BC post-secondary institutions using the following website: <https://educationplannerbc.ca/>. It is important for students to consult individual post-secondary institution websites to find out important dates and application deadlines.

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, report card, or MyEd. Students should record their PEN number for future reference.

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 to walk students through this process will occur during the week of November 21st – 24th). If you miss this meeting, please see your counsellor to complete the process.

BANQUET & DANCE

Date: Wednesday, June 28th, 2023

Place: The Chilliwack Coliseum

Cost: \$110 (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 23rd, 2023. No refunds.](#)

GUEST PASSES

Graduates can apply to have a guest join them at the prom. A guest refers to anyone who is a Grade 10 to 12 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 also be available outside the office. Guests must be approved by administration in order to be considered and must be approved before purchasing tickets. The deadline for Grad Guest applications is June 16th, 2023.

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.

DRY GRAD

Date: Wednesday June 28th, 2023 (following Prom)

Time: 11:00 pm – 5:00 am

Place: Chilliwack Landing Sports Centre

Cost: \$50. (subject to change)

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 11:00 pm - 5:00 am. 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.

GRAD PHOTOS

Grad Photos will be taken separately from the regular school photos and will occur November 3rd – 4th, 7th – 10th, 14th – 15th. Grad Photo Retakes will be held on December 8th – 9th.

There is a \$50 sitting fee if you plan to purchase photos. All grads are encouraged to have their grad photos taken by the school photographer whether you are purchasing photos or not as these will be used in the yearbook and on the school composite. If you do not wish to purchase photos you can sit for a yearbook/composite photo only and the sitting fee will be waived. 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 during lunch on October 18th & 19th, 2022

SUMMARY OF FEES

Student Association Fee	\$20.00
Grad Commencement	\$70.00
Yearbook (optional)	\$45.00 (\$55 on Jan 1st, 2023)
Parent Advisory Committee Donation (optional)	\$5.00

*Note: maintaining these costs are attributed to efforts of the grad parent committee & student fundraising.

GRAD MONTHLY CHECKLIST ✓ when completed:

SEPTEMBER

- Verify entrance requirements for the program you are interested in at <http://www.educationplanner.bc.ca/> or 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 for SAT dates if interested in attending PSI in the United States
- Make an appointment with career counsellor
- Meet with your CAPSTONE mentor

OCTOBER

- Grad Parent meeting October 3rd, Library, 6:00 pm
- Loran Scholarship Due October, check the website <https://loranscholar.ca/>
- October 27th 5:00 -6:00 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 (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
- Go to CSS webpage GRAD for all grad info and dates of events
- Post-Secondary Day October 19th, 9:30 – 11:30 am
- Meet with your CAPSTONE mentor

NOVEMBER

- November 3rd – 4th, 7th – 10th, 14th – 15th Grad photos.
- Nov 9th First Financial Awards meeting for students in the library at lunch
- Nov 21st – 24th TVR sessions for ALL Grade 12's-MANDATORY
- Confirmation letters/emails will be sent out from institutions acknowledging your application and giving additional information
- Ask people for letters of reference
- Be aware of PSI scholarship deadlines
- Grad Assessments Oct 31st – Nov 3rd

DECEMBER

- Grad Parent meeting December 5th, Library, 6:00 pm
- Be aware of all PSI deadlines for admission in the fall 2023
- Dec 1st UBC application due for consideration of the Centennial Scholarship
- Grad Photo Retakes will be held on Dec 8th - 9th.

JANUARY

- Meet with your CAPSTONE mentor
- Check out the online scholarships for their deadlines
- Grad Assessments Jan. 23rd – 26th

FEBRUARY

- Grad Parent meeting February 6th, Library, 6:00 pm
- February 9th Internal Financial awards due by 1:00 pm - see 2021 Hand in instructions <https://css.sd33.bc.ca/external-awards>
- February 23rd External specific financial awards due by 1pm – see 2021 Hand in instructions
- 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

- Grad Parent meeting April 3rd, Library, 6:00 pm
- Conditional letters of acceptance based on the self-reported grades

MAY

- May 1st Interim transcript information forwarded
- Grad Parent meeting May 1st, Library, 6:00 pm
- 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
- Pick courses and housing with your PSI

JUNE

- June 2nd Extra commencement tickets on sale
- June 7th Awards Ceremony
- June 12th – 16th Start picking up grad gowns in the office
- June 16th Commencement rehearsal 11:30 am
- June 17th Commencement ceremonies 1:00 pm
- June 23rd Last day to purchase banquet & dance tickets
- June 28th 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.