

SCHOOL COMPLETION CERTIFICATE (EVERGREEN CERTIFICATE)

Background

The School Completion Certificate (Evergreen Certificate) recognizes the accomplishments of school completion for students with special needs or other students who have succeeded in meeting the goals and objectives of their individual educational program (IEP).

The district sets criteria for students to receive a Ministry of Education School Completion Certificate (Evergreen Certificate). Some students will receive an Evergreen Certificate instead of a Dogwood Graduation Certificate. The principal must offer to consult with parents prior to putting a student on a school completion certificate pathway, and must advise the parents that a student on this pathway will not meet the criteria for a Dogwood Diploma.

Procedure

To be eligible to receive a Ministry of Education issued Evergreen Certificate, students must meet the following criteria:

1. The student must be enrolled in Grade 12 in a district school.
2. The student must complete the goals and objectives of their individual education plan (IEP). The education plan may include goals in all of the following areas:
 - Individualized/Functional Academics
 - Life Skills.
 - Employability Skills.
 - Transition.
 - Personal Health.
3. Show evidence of completing up to thirty (30) hours of work or volunteer experience. The experience could be in school, supported work experience in the community or independent work experience. The experience is to be documented with letters of reference as appropriate.
4. Show evidence of completing up to eighty (80) hours of physical activity in school, home or community. The physical activity may be defined as participation in one (1) or more physical activities, which could include physiotherapy, community based activities, Special Olympics, adapted or regular physical education courses.
5. Complete a transition plan that outlines the post-secondary and career options considered and that describes the roles of work, leisure, health, family and support networks in building the transition plan.

Reference: Sections 7, 8, 17, 20, 22, 65, 79, 85 School Act
Ministerial Order M150/89 Special Needs Students Order
Ministerial Order M638/95 Individual Education Plan Order
Ministerial Order M191/94 Student Progress Report Order
Handbook of Procedures for the Graduation Program 2015-2016