

## School Completion Certificate Program

***This document is intended as background information for staff. Please do not share this front page with families, as it contains sensitive information that is best presented through a collaborative conversation.***

The School Completion (“Evergreen”) Certificate is intended to celebrate success in learning that is not recognized in a Certificate of Graduation (Dogwood Diploma).

It is used to recognize the accomplishments of students with special needs and an Individual Education Plan, who have met the goals of their education program, **other than graduation** (and not all students with special needs should be in an Evergreen Certificate Program.)

**The Evergreen Certificate is not a graduation credential;** students who receive an Evergreen have not graduated. It is important that students and their parents clearly understand that the Evergreen represents the completion of personal learning goals but does not represent graduation.

Some students may be unable to meet graduation requirements due to their individualized needs. However, the decision to put a student in an Evergreen Program should not be considered until the student begins the graduation program in their grade 10 year. This decision must be made in consultation with parent(s)/guardian(s).

All students of school age are entitled to an education program, whether or not that program leads to graduation. For students pursuing an Evergreen Certificate, their education program should enable them to meet their individual learning goals. **Accordingly, they should have an Individual Education Plan (IEP) that indicates their personal education goals, how the goals will be achieved, and on-going monitoring and assessment to know when the goals have been met** and an Evergreen Certificate should be issued. Parents and, wherever appropriate, the student, should be consulted about the preparation of the IEP.

In addition to receiving an Evergreen Certificate, students on an Evergreen path are also entitled to a Ministry transcript of successfully completed Grades 10-12 courses, both for-credit and non-credit, including Ministry-authorized, Board/Authority Authorized (BAA), and Locally Developed (LD) courses (e.g. IEP courses).



# School Completion Certificate (Evergreen) Program (SCCP) Review

Student: <a href="#">Click or tap here to enter text.</a>	School: <a href="#">Click or tap here to enter text.</a>
Designation: <a href="#">Click or tap here to enter text.</a>	Date: <a href="#">Click or tap here to enter text.</a>
PEN Number: <a href="#">Click or tap here to enter text.</a>	Anticipated Year of School Completion: <a href="#">Click or tap here to enter text.</a>

There are three types of diplomas/certificates to consider when determining a student's educational pathway:

## British Columbia Certificate of Graduation

The British Columbia Certificate of Graduation or "**Dogwood Diploma**" is awarded upon successful completion of the provincial graduation requirements. The Dogwood Diploma signifies that a student has met the requirements for graduation as set out by the BC Ministry of Education.

## British Columbia Adult Graduation Diploma

The British Columbia Adult Graduation Diploma, the "**Adult Dogwood**," is awarded upon successful completion of provincial adult graduation requirements. The Adult Dogwood signifies that an adult student (19 years of age, or 18 years and out of school for at least one year) has met the requirements for graduation as set out by the BC Ministry of Education. A student must take at least three courses as an adult, either through enrolment or prior learning assessment, to be eligible to earn credits towards the Adult Dogwood.

## School Board School Completion Certificates - Evergreen

School Completion Certificates are intended to recognize the accomplishments of students with special needs or other students who have succeeded in meeting goals of their educational program **other than graduation**. As part of school boards' responsibility to provide an educational program to these students, school boards may recognize that the students have met the goals and objectives of their educational program by awarding a **School Board School Completion Certificate**. Where a student has individual learning goals, they should have an Individual Education Plan (IEP) that indicates their personal education goals, how the goals will be achieved, and provides for on-going monitoring and assessment to know when the goals have been met.

The following checklist includes the steps required in making a final determination regarding a student's pathway.

- A review of all assessment reports & recommendations
- Evidence of programming needs beyond differentiated opportunities and classroom accommodations
- IEP includes specific transition goals to support the student's transition to adulthood
- Engagement with the Community Inclusion Support Workers to support transition goal(s)
- Determination of the graduation pathway is based on the student's goals/hopes for next stages
- Consultation with the Director of Instruction – Inclusive Education, to review student pathway
- If appropriate, re-assessment to provide required documentation to apply for adult services is in place
- A collaborative meeting with the school team, the family, and student (where appropriate) has made the determination that all supports and plans are in place, and the Evergreen Pathway is the most supportive option for the student

Where it is determined that the School Completion (Evergreen) Pathway best meets a student's needs, the school team, family and student should collaborate to ensure all a thoughtful transition plan is created as part of the IEP process.

# Review Meeting

**Attendees:** Click or tap here to enter text.

**Date:** Click or tap to enter a date.

**Notes:** Click or tap here to enter text.

## Recommendation:

Dogwood Diploma

Adult Dogwood

Evergreen Certificate

## Signatures

Print name:

Signature:

Parent

Click or tap here to enter text.

Student

Click or tap here to enter text.

Administrator

Click or tap here to enter text.

Case Manager

Click or tap here to enter text.

## Confirmation

Director of Instruction: \_\_\_\_\_ Date: Click or tap to enter a date.