

Ministry of Education & JL Crowe Graduate Requirements 2019

J.L. Crowe Secondary's REQUEST TO GRADUATE

Participation in JL Crowe's Graduation Ceremony is a privilege that is earned through academic achievements and school citizenship. Students entering grade 12 may qualify for graduation ceremonies by meeting Ministry and school requirements. This Request to Graduate form must be returned to Mrs. Waterstreet by November 8th, 2018. The Official Graduation List will be posted May 29th, 2019. Students must demonstrate that they have met the requirements and deadlines as outlined.

To be eligible to participate in the JL Crowe Secondary Graduation Ceremony, a student must have completed or be enrolled in a program that will enable him/her to graduate by June 30th of the current graduating year. To determine this, we require that students:

- o be enrolled in sufficient courses by November 8th of their graduating year.
- o have paid, or made arrangements to pay, their applicable Grad Fees by December 5th.
- o Be in good standing (see the Graduation Handbook and page 2 of this document).



Steps to applying for Graduation

- 1) Fill out your Graduation Planner by:
 - a. Retrieving & printing your transcript from your Student Transcript Service account (see Checking Credits and JL Crowe Graduation Planner forms – available in Mrs. Waterstreet's office or on <http://www.jlcrowe.org>)
 - b. Recording the number of credits earned in the column marked "C" if you have already completed this course or under "IP" if it is in your timetable for this school year. Please check your transcript carefully to see if you were awarded 2 or 4 credits for your courses. *Remember, if it is NOT on your transcript, you CANNOT mark it as completed.*
 - c. Under Required Courses, only put one check mark per box. I.e. if you took Biology 11 and Chemistry 11, put one check mark under Science 11 and the other will go under elective courses.
 - d. In the box for Arts Education and/or Applied Design, Skills & Technologies and the column for elective courses, please write the course name and the grade level you took or are taking to complete these requirements. (* see the back of the Graduation Planning sheet for courses that meet this requirement).
 - e. If you are completing courses through distance learning, please list them below.

Course	School/district you are registered in for this course	Start date	Percentage completed	Credits

- f. Add up your credits Completed and in Progress and record below:
 - My high school credits earned to date (completed) – from transcript _____
 - My high school credits enrolled in for 2017/18 are _____
 - My total high school credits will be _____
- 2) With your parents, read through the next two pages carefully, initialing in the appropriate boxes and signing where required.
- 3) Make an appointment to meet with Mrs. Waterstreet. Bring your transcript, JL Crowe Graduation Planner and signed application (all 3 pages).

Please read the following page carefully and acknowledge that you have read, understood and agree to J.L. Crowe's graduation policies by having **the graduate initial in the first box** and a **parent/guardian in the second**.

I have carefully checked my transcript and will work toward the completion of courses I am currently enrolled in at J.L. Crowe Secondary and/or the completion of those courses through Distance Education.

I have carefully read through the Graduation Handbook and understand that:

- o The names on the Official Grad List (May 29th) are submitted to the paper, grad parent committee, yearbook and printer for the program for the ceremonies. If a student is not originally on the Official Grad List but added to the Final Grad List (June 10th), due to time constraints, the graduates name will be added to the end of the line while crossing the stage, will not have their name in the official printed program, and may not have their picture in the newspaper/memory walk slideshow, etc. _____
- o To be a student of good standing and on the Official Grad List:
 - a. all marks, in courses required for graduation, must be a minimum of 50% as of May 29th, 2019.
 - b. If you are earning prerequisite courses by distance learning or online courses, documentation must be provided to the counselling office that 75% of all lessons are complete with a minimum 50% mark by May 29th, 2019. It is the student's responsibility to ensure this documentation is made available in a timely fashion. _____
- o The Final Grad List will be determined on June 10th, 2019. To be on this list:
 - a. all marks, in courses required for graduation, must be a minimum 50% as of June 10th, 2019.
 - b. If you are earning prerequisite courses by distance learning or online courses, documentation must be provided to the counselling office that 90% of all lessons are complete with a minimum 50% mark by June 10th, 2019. _____
- o There are course drop dates (see the Chart of Important Dates – pg 7). After this date, students may drop courses and a failing mark will be recorded on their report card. _____
- o To be eligible for scholarships selected by the JLC Scholarship Committee, students must:
 - a. have taken at least six courses on-timetable
 - b. be in good standing in all courses,
 - c. have a minimum of satisfactory work habits, and
 - d. have no recent suspensions. _____



And
so the
adventure
begins

I have carefully checked my transcript and will work toward completion of courses I am currently enrolled in at JL Crowe Secondary and/or through Distance Education.

Student Signature

Date

I understand my son's/daughter's above-mentioned responsibilities and support his/her commitment to succeed.

Parent Signature

Date

Contact information:

Student email: _____

Student cell: _____
(not required but recommended)

Parent email(s): _____

Checklist for
meeting with Mrs.
Waterstreet

- Transcript
- Graduation Planner Sheet
- 3 page request to Graduate Form

JL Crowe Graduation Planner

Student Name: _____

Grade: _____

A minimum of 80 credits. Credits are gained for courses taken in grade 10, 11 & 12.
 Courses are divided into a) REQUIRED or MUST be taken and b) ELECTIVES (student choice)

Students **MUST** verify completion of coursework by checking their Ministry Unofficial Transcript. If a completed course does not appear on the Ministry of Education's Unofficial Transcript, please contact the school where that particular course was taken for further information.

REQUIRED COURSES

Course name	Cr.	C	IP
English 10	4		
Math 10 - AWM or FMP	4		
Social Studies 10	4		
Science 10	4		
Physical Education 10	4		
Planning 10	4		

English 11/Comm 11	4		
Math 11 - AWM, FOM, PREC	4		
Science 11 – BI, CH, PHY, ESc	4		
Social Studies 11/First Nations 12	4		

English 12/Comm 12	4		
--------------------	---	--	--

A Fine Arts OR Applied Skills 10, 11 or 12	4		
---	---	--	--

Graduation Transitions	4		
------------------------	---	--	--

52 CREDITS			
------------	--	--	--

ELECTIVE COURSES

Course name	Cr.	C	IP
Gr, 12	4		
Gr, 12	4		
Gr, 12	4		
Gr. 10,11or12	4		
Gr. 10,11or12	4		
Gr. 10,11or12	4		
Gr. 10,11or12	4		

EXTRA COURSES

	4		
	4		
	4		
	4		
	4		
	4		

28 CREDITS (minimum)			
----------------------	--	--	--

C – Completed

IP – In Progress/or planned

Post-Secondary Goal

For Post-Secondary Entrance Requirements, check out <http://www.myblueprint.ca/>