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## School Completion (Evergreen) Program

The District is responsible for providing educational programs to all students who are on an individualized education program and are following an Inclusive Education Plan (IEP) in accordance with the Province of British Columbia, School Completion Program. The [School Completion \(Evergreen\) Certificate](#) is intended to celebrate the success in learning that is not recognized in a Certificate of Graduation. It is used to recognize the accomplishments of students with identified disabilities and diverse abilities with an IEP, who have met the goals, **other than graduation**, of their education program.

**The Evergreen Certificate is not a graduation credential**; it is important that students and their families clearly understand that the Evergreen represents the completion of personal learning goals, but does not represent graduation. The decision to put a student in the School Completion/Evergreen Program **should not be made prior to Grade 10**, and should include the informed consent of the student's parent(s)/guardian(s). Any student who is on a School Completion/Evergreen Certificate Program must have an Individual Education Plan (IEP) that clearly outlines a description of their modified curriculum.

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

## School Completion (Evergreen) Review Form

Student name:	School:
Designation:	Date:
PEN Number:	Anticipated Year of School Completion: Date of last psych-ed:
Additional information:	

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

**British Columbia Certificate of Graduation**

The BC 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 BC Adult Graduation Diploma, "Adult Dogwood", is awarded upon successful completion of provincial adult graduation requirements. The Adult Dogwood signifies that an adult student has met the requirements of graduation as set out by the BC Ministry of Education. Students must be 18 or older to enter the Adult Graduation Program. To receive the Adult Dogwood, adult learners must complete a minimum of three courses after they have entered the Adult Graduation Program. To graduate with an Adult Dogwood, learners must have:

- A required Language Arts 12 course (4 credits);
- A Math 11 or 12 course (4 credits); and
- At least three additional Grade 12 electives, or a Grade 11 Social Studies course and two additional Grade 12 electives (4 credits each).

**School Completion (Evergreen) Certificate**

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 who have met the outcomes of their Individual Education Plan, or students who have met the requirements of their education program other than graduation. All students of school age are entitled to an education program, whether or not that program leads to graduation.

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

- ☐ A review of all assessment and intervention reports & recommendations.
- ☐ If appropriate, an assessment or a reassessment to provide required documentation to apply for adult services. Consultation with a school psychologist is necessary.
- ☐ Evidence of programming needs beyond significant classroom adaptations (see [adaptations vs. modifications](#)).
- ☐ IEP includes specific transition goals to support the student's transition to adulthood.
- ☐ A referral on the district referral app is submitted for consultation with the Inclusive Learning team for student pathway.

**Once the above steps have been completed:**

- ☐ A collaborative meeting with the school-based team, the family, student (where appropriate) and any invited community supports is held to discuss the most appropriate and supportive pathway. The family understands and consents to the Evergreen Certificate.
- ☐ When it is determined that the School Completion (Evergreen) Pathway best meets a student's needs, the school based team, family and student collaborate to ensure a thoughtful transition plan into adulthood is created as part of the IEP process.
- ☐ Following the meeting, this form is submitted for final confirmation from Associate/Deputy Superintendent. Please email the completed form to [inclusivelearning@sd61.bc.ca](mailto:inclusivelearning@sd61.bc.ca).

## REVIEW MEETING

Attendees:

Date:

Notes:

### Recommendation for Pathway:

☐ BC Certificate of Graduation  
(Dogwood Diploma)

☐ BC Adult Graduation Diploma

☐ School Completion (Evergreen)  
Certificate

### Signatures

Parent: \_\_\_\_\_ Date: \_\_\_\_\_

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Case manager: \_\_\_\_\_ Date: \_\_\_\_\_