



Ministry of Education

Provincial, National  
and International  
Indicators Branch

Return completed application to:

Coordinator of Examinations  
Ministry of Education  
P.O. Box 9143 STN PROV GOVT  
Victoria BC V8W 9H1  
**FAX (250) 387-3682**

**APPLICATION FOR THE MARKING OF 2009/2010 GRADE 12 PROVINCIAL EXAMINATIONS**

1. Name ( <i>PLEASE PRINT</i> ) _____ (Mr. or Ms.) (Surname) (Given Names in Full)					
2. Home Address _____ Home Telephone (____) _____ Home Fax (____) _____		City _____ Postal Code _____ E-Mail Address _____			
3. School Facility Code Number ( <b>eight</b> (8) digits) _____ eg (05757047 for Kelly Road Secondary)					
4. Present School _____					School District # _____
5. School Telephone (____) _____			School Fax (____) _____		
6. Number of years you have taught in British Columbia schools _____			OTHER secondary schools _____		
7a. Are you certified with the BC College of Teachers? YES <input type="checkbox"/> NO <input type="checkbox"/>			If "NO", identify the teaching certificate(s) you hold: _____		
7b. Indicate if you are other than a <i>full-time</i> teacher: administrator <input type="checkbox"/> on-call <input type="checkbox"/> part-time <input type="checkbox"/> other <input type="checkbox"/> _____ specify					
8. Grade 12 subjects you are teaching in 2009-2010 school year:					No. of classes or blocks:
9. Grade 12 subjects taught in 2008-2009:		No. of classes or blocks:		School(s):	
10. Degree(s) held:		Major(s):		Post-Secondary institution(s):	
11. State the Grade 12 subject(s) in which you would prefer to mark.		1 <sup>st</sup> choice: _____ 2 <sup>nd</sup> choice: _____		12. Number of years you have taught the subject(s) you are applying to mark: 1 <sup>st</sup> choice: _____ 2 <sup>nd</sup> choice: _____	
13. Check the appropriate session(s) for which you are applying. <b>IMPORTANT: See notes on reverse for details regarding the following sessions.</b>					
<b>November Session</b> (November 21, 2009)	<b>February Session</b> (Feb. 6 – 10, 2010)	<b>April Session</b> (April 24, 2010)	<b>May Session</b> (May 29, 2010)	<b>July Session</b> (July 4 - 12, 2010)	<b>Marker Credentialling for:</b> Communications & English
YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/>
14. <b>APPLICANT AVAILABILITY:</b> Since a successful Applicant will be appointed to and become an essential member of a marking team, it is most important that the Applicant is able to participate full-time in the team's assignment. BY SIGNING THIS APPLICATION FORM YOU ARE REPRESENTING TO THE MINISTRY YOUR FULL-TIME AVAILABILITY FOR ANY OF THE ABOVE SCHEDULED DAYS INCLUDING SATURDAYS AND SUNDAYS.					
15. Social Insurance Number: _____			_____ Signature of Applicant		

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**PROVINCIAL, NATIONAL AND INTERNATIONAL INDICATORS BRANCH  
PROVINCIAL EXAMINATIONS MARKING TEAM  
-- General Policy Guidelines for the Hiring of Team Members --**

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The following notes are intended to inform teachers about the rules and procedures established for the purpose of equitably selecting marking team members. Applications forms are available on the Internet at:  
[www.bced.gov.bc.ca/exams/](http://www.bced.gov.bc.ca/exams/)

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- Participation in any one session does **not** guarantee inclusion in the following session(s); for example, participation in the February session does **not** guarantee inclusion in the July session. Teachers who apply to mark in only **one** session do not thereby diminish their chances of being selected. Team members are selected in October for the February session and in March for the July session.
- Members selected without previous team experience may be given the opportunity to mark for up to two or three years not necessarily at consecutive sessions, depending upon subject committee and marking performance. After a **maximum** of four to six marking sessions, team members will be rotated from a marking team in order to provide other teachers opportunities to participate in the marking process.
- The following qualifications are **considered** in the selection process of each applicant:
  - *currently a teacher of the appropriate Grade 12 subject.*
  - *teaches at a Public school, or an Independent school recognized by the Ministry.*
  - *has at least two years of experience teaching the provincially-examinable subject.*
  - *is certified by and holds a valid British Columbia College of Teachers certificate.*
  - *has post-graduate education.*
- In order to participate on a marking team, an application form must be submitted **annually**. However, due to the large number of applications received each school year, selection of an applicant to a team might not be possible.
- ***Only those teachers selected to mark in a given session will be notified.***

**\* NOTE:**

Completed applications for marking the January 2010 Grade 12 Provincial Examinations must be forwarded to the Provincial, National and International Indicators Branch no later than **September 18, 2009**. Applications from teachers interested in marking examinations **only** in *July 2010* must be *received* by the Provincial, National and International Indicators Branch no later than **February 19, 2010**.

During the school year, only **one** application for the marking of Provincial Examinations should be completed and returned to the Provincial, National and International Indicators Branch.

**February 2010 session**

- **No hotel space will be available to markers. If you live outside the lower mainland and if you wish to mark, please make sure that you have private accommodation (PA).**

During the July marking session, NO marking teams will be required to mark for the *entire* period of July 4 - 12. The various subject marking teams will be organized to begin and end marking on differing dates. Nevertheless, when planning personal schedules, applicants should be prepared to mark during any portion of the entire session.

- **Credentiailling workshops are offered during the year in the following subjects: English 12 and Communications 12. Please check box if you are interested in attending a credentiailling session.**
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