



Ministry of Education

Student Certification
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 2010/2011 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 (eight (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 2010-2011 school year:					No. of classes or blocks:
9. Grade 12 subjects taught in 2009-2010:		No. of classes or blocks:		School(s):	
10. Degree(s) held:		Major(s):		Post-Secondary institution(s):	
11. State the Grade 12 subject(s) which you would prefer to mark.		1 st choice: _____ 2 nd choice: _____		12. Number of years you have taught the subject(s) you are applying to mark: 1 st choice: _____ 2 nd choice: _____	
13. Check the appropriate session(s) for which you are applying. IMPORTANT: See notes on reverse for details regarding the following sessions.					
November Session (November 20, 2010)	February Session (Feb 5 – 8 and Feb 12 – 13, 2011)	April Session (April 30, 2011)	May Session (May 28, 2011)	July Session (July 3 - 12, 2011)	Marker Credentialing for: 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. APPLICANT AVAILABILITY: 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 AVAILABILTY FOR ANY OF THE ABOVE SCHEDULED DAYS INCLUDING SATURDAYS AND SUNDAYS.					
15. Social Insurance Number: _____			_____ Signature of Applicant		

**STUDENT CERTIFICATION BRANCH
PROVINCIAL EXAMINATIONS MARKING TEAM
-- General Policy Guidelines for the Hiring of Team Members --**

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/marker_info.htm

- 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 in the February 2011 session must be forwarded to the Student Certification Branch no later than **September 24, 2010**. Applications from teachers interested in marking examinations **only** in the *July 2011* session must be *received* by the Student Certification Branch no later than **February 18, 2011**.

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

During the July marking session, NO marking teams will be required to mark for the *entire* period of July 3 - 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 credentialling session.**
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