

## PROVINCIAL FEES ORDER

**Authority:** *School Act*, section 168 (1) (d)

Ministerial Order 140/89 (M140/89).....	Effective September 1, 1989
Amended by M168/90.....	Effective July 18, 1990
Amended by M189/91.....	Effective August 14, 1991
Amended by M132/93.....	Effective July 28, 1993
Amended by M49/95.....	Effective September 1, 1995
Amended by M347/96.....	Effective September 19, 1996
Amended by M33/04.....	Effective February 18, 2004
Amended by M321/04.....	Effective September 1, 2004
Orders of the Minister of Education	

### Interpretation

1. (1) In this order,

"certificate" means a British Columbia Certificate of Graduation and the British Columbia School Completion Certificate as set out in Ministerial Order 164/96, the Student Credentials Order;

"Handbook of Procedures" means the current booklet entitled "Handbook of Procedures for the Graduation Program" approved by the Minister of Education and issued by the Ministry of Education;

"Provincial Examination" means the following types of examinations prepared by the Ministry that permit an individual student to demonstrate the competence required to meet graduation requirements:

- (a) a Required Graduation Program Examination, being an examination that a student must take if Ministerial Order 302/04, the Graduation Program Order, applies to that student;
- (b) an Optional Graduation Program Examination, being an examination that a student may take if Ministerial Order 302/04, the Graduation Program Order, applies to that student,
- (c) a Provincial Grade 12 Examination, being an examination that a student must take if Ministerial Order 205/95, the Graduation Requirements Order, applies to that student.

"standard report" means a report of examination statistics and assessment data, pertaining to schools and school districts, listed in the ministry "Handbook of Procedures";

"student" means a student as defined in the *School Act* and a student as defined in the *Independent School Act*.

(2) All fees set out in this order, include any G.S.T. that is payable.

[en. M132/93; am. M347/96; am. M33/04, am 321/04]

### Rereading fee

2. Where a request is made for the rereading of a Provincial examination paper it must be accompanied by a fee of \$50, which will be refunded to the student if the mark on the examination paper is increased by an amount greater than or equal to the Standard Error of Measurement calculated for that examination in the manner described in the ministry "Handbook of Procedures" that is in effect at the time the request is made.

[en. M347/96; am. M33/04, am 321/04]

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### Replacement fees

**2.1** Where a request is made to replace a Provincial or school district scholarship voucher or a stamp for a Passport to Education Booklet, it must be accompanied by a fee of \$25.

[en. M347/96]

### Ministry reports

**2.2** (1) Where a request is made for a standard report it must be accompanied by a fee of \$0.25 per page and the actual costs of shipping the report.

(2) Where a request is made for a report that is not a standard report it must be accompanied by a fee equalling the total of

(a) \$10.00 for every 15 minutes of ministry personnel time required to

(i) locate or retrieve a report,

(ii) produce a report manually,

(iii) develop a computer program to produce a report,

(iv) prepare for release, or otherwise handle a report, and

(v) copy a report, using any duplication method, and

(b) the actual costs of shipping the report.

[en. M347/96; am. M33/04]

**3. REPEALED.** [M132/93.]

### Examination fees

**4.** Where a person who is not a resident of British Columbia makes a request to take a Provincial Examination or scholarship examination the fee shall be \$50 for each examination so requested.

[en. M140/89; am. M49/95, am 321/04]

### Search fees

**5.** (1) If a person, other than a person making a request under section 6, requests a copy of a transcript of grades or a certificate from the ministry, he or she shall pay a search fee

(a) of \$25 for each document, if release of the document is requested within 24 hours, and

(b) in all other circumstances, \$10 for each document requested.

(2) Where a document referred to in subsection (1) is found, one copy will be provided without charge.

(3) The fee for additional copies of a document requested when the search is made, is

(a) \$25 for each copy, where a person requests release of the document within 24 hours; and

(b) in all other circumstances, \$5 for each copy of a transcript and \$10 for each copy of a certificate.

[en. M49/95; am. M347/96]

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### Transcripts

6. (1) In this section "designated" means designated by the minister.
- (2) Where a student requests, in his or her graduation year, that the Province send to a post secondary educational institution a transcript of his or her marks held by the Province that student shall
- (a) make the request on a form entitled "Post Secondary Institutions Choice form", and
  - (b) pay a \$5 fee for each request to a post secondary educational institution, unless
    - (i) the transcript is to be sent to all post secondary educational institutions located in the Province to which the Ministry of Education provides this data electronically,
    - (ii) the transcript is to be sent to one or two designated post secondary educational institutions in Canada, or
    - (iii) the transcript is to be sent to the institutions described in both subparagraphs (i) and (ii).
- (3) Any fee payable under subsection (2) must accompany the request of the student.

[en. M189/91; am. M132/93]