

## GRADUATION PROGRAM ORDER

**Authority:** *School Act*, section 168 (2) (b)

Ministerial Order 302/04 (M302/04).....	Effective August 13, 2004
Amended by M167/05 .....	Effective July 28, 2005
Amended by M183/05 .....	Effective August 17, 2005
Amended by M158/06.....	Effective July 5, 2006
Amended by M195/06.....	Effective August 31, 2006
Amended by M226/07 .....	Effective September 2, 2007
Amended by M165/08.....	Effective July 3, 2008
Orders of the Minister of Education	

### Interpretation

#### 1. (1) In this order

"board" includes a francophone education authority;

"Board Authorized Course" means a Board Authorized Course authorized by Ministerial Order 285/04, the Board Authorized Course Order;

"Career Technical Centre Program" means an educational program that combines secondary and post-secondary courses in range of applied technology and trades areas, and allows students to earn credits towards both secondary school graduation and a post-secondary credential;

"challenge process" means a process for the assessment of a student's learning to determine if the student can demonstrate achievement of the prescribed learning outcomes of a Grade 10, Grade 11 or Grade 12 Ministry Authorized Course or a Board Authorized Course and, in such a case, to award the applicable course credit, letter grade and percentage for that course;

"course" means an organized set of learning activities in a subject area that meet the learning outcomes set out in the applicable educational program guide listed in Ministerial Order 333/99, the Educational Program Guide Order, and includes a Board Authorized Course, a Ministry Authorized Course, and independent directed studies;

"Course Information Booklet" means the current booklet entitled "Course Information for the Graduation Program" approved by the Minister and issued by the Ministry of Education;

"credit" means the numerical value, as determined in accordance with this order, that is earned by a student for the successful completion of a course or external credential;

"DPA Planning and Resource Guide" means the Daily Physical Activity Planning and Resource Guide Kindergarten to Grade 12, referred to in Ministerial Order 333/99, the Educational Program Guide Order;

"DPA Program Guide" means the Daily Physical Activity Program Guide Kindergarten to Grade 12, referred to in Ministerial Order 333/99, the Educational Program Guide Order;

"elective credit" means a credit that a student earns in addition to the graduation requirements for a student set out in section 4(1)(a), and includes a Board Authorized Course and independent directed studies;

"equivalency review" means a process to determine whether a student's documentation indicating successful completion of a course outside of the British Columbia School System shows, in the opinion of the board, that the student has met learning outcomes

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equivalent to the prescribed learning outcomes of a Grade 10, Grade 11 or Grade 12 Ministry Authorized Course or a Board Authorized Course and, in such a case, to award the student the applicable course credit, letter grade and percentage for the equivalent Grade 10, Grade 11 or Grade 12 course or Board Authorized Course;

"external credential" means an organized set of learning activities described in the Course Information Booklet and the Handbook of Procedures as offered, or developed, outside of the British Columbia School System for which students can receive credit and is a Ministry-Authorized Course;

"Graduation Transitions" means a collection of student documentation that demonstrates that the student has met the standards set out in the applicable educational program guide listed in Ministerial Order 333/99, the Educational Program Guide Order;

"Graduation Transitions Program Guide" means the Graduation Transitions Program Guide, referred to in Ministerial Order 333/99, Educational Program Guide Order;

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

"independent directed studies" means an area of study in an educational program undertaken by a student that is

(a) related to or is an extension of one or more of the learning outcomes established in an educational program guide listed in Ministerial Order 333/99, the Educational Program Guide Order, or in a Board Authorized Course,

(b) undertaken pursuant to a plan developed by a teacher and a student and approved by a principal, vice principal or director of instruction, and

(c) carried out by the student under the general supervision of a teacher;

"local program" means a local program developed and offered by a board under section 85(2)(i) of the *School Act* or a francophone education authority under section 166.4 of the *School Act*;

"Minister" means the Minister of Education;

"Ministry Authorized Course" means a Ministry Authorized Course listed in the Course Information Booklet and includes an external credential;

"Optional Graduation Program Examination" means a type of Provincial examination prepared by the Ministry that an individual student may take to demonstrate the competence required to meet provincial graduation requirements;

"post-secondary credit" means a credit that a student is awarded for a course completed at a post-secondary institution that is a member of the British Columbia Transfer System or a course completed in French through the Educacentre;

"required course" means a Ministry Authorized Course that is listed in the Course Information Booklet and meets one of the subject area requirements for graduation listed in Table 1 in section 4;

"Required Graduation Program Examination" means a type of Provincial examination prepared by the Ministry that an individual student must take to demonstrate the competence required to meet provincial graduation requirements;

"successfully complete a course" means a student successfully completes a course in accordance with section 5 for a course in the British Columbia School System; and

"student" means a student or a francophone student as defined in the *School Act*.

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[am. M. 226/07, am. M.165/08]

## Application

2. (1) This order applies to all students who enter Grade 10 on July 1, 2004 or thereafter.
- (2) Students who entered Grade 10 before July 1, 2004 may choose whether to complete graduation requirements in accordance with the 1995 graduation program requirements set out in Ministerial Order 205/95, the Graduation Requirements Order, subject to subsection (3), or the graduation requirements set out in this Order.
- (3) Students who choose to complete graduation requirements in accordance with the 1995 graduation requirements must complete the graduation requirements by June 30, 2011.

## Amendments

3. Notwithstanding any other section of this order, where an amendment to this order modifies the subject area to which credits are to be applied or modifies whether a course is a required course or an elective credit course, that amendment
  - (a) applies only to students who successfully complete that course after the date the amendment comes into effect, and
  - (b) does not affect the credits acquired by a student for that course, if the student successfully completed that course before the amendment comes into force.

## Graduation Credit Requirements

4. (1) To graduate from the British Columbia School System a student must earn at least a total of 80 credits, of which at least 16 credits must be at the Grade 12 level and must include a Language Arts 12 course, including
  - (a) at least 52 credits in the subject areas set out in Table 1, and
  - (b) at least 28 elective credits.
- (2) A student may not earn graduation credit for local programs.

**Table 1**

	<b>Required Subject Areas for Graduation</b>	<b>Minimum Number of Credits Required for Graduation</b>	<b>Required Graduation Program Examination</b>
1	<b>Language Arts</b>		
	A Language Arts 10 course	4 credits	Required
	A Language Arts 11 course	4 credits	
	A Language Arts 12 course	4 credits	Required
2	<b>Social Studies</b>		
	A Social Studies 10 course	4 credits	
	A Social Studies 11 course or B.C. First Nations 12	4 credits	Required
3	<b>Science</b>		
	A Science 10 course	4 credits	Required
	A Science 11 or 12 course	4 credits	

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4	<b>Mathematics</b>		
	A Mathematics 10 course	4 credits	Required
	A Mathematics 11 or 12 course	4 credits	
5	<b>Physical Education</b>		
	A Physical Education 10 course	4 credits	
6	<b>Fine Arts and Applied Skills</b>		
	A Fine Arts and/or Applied Skills 10, 11 or 12 course	4 credits	
7	<b>Planning</b>		
	Planning 10	4 credits	
8	<b>Graduation Transitions</b>	4 credits	

(3) With respect to the requirement for a student to earn four credits in a Fine Arts or Applied Skills 10, 11 or 12 course, a board must offer both Fine Arts and Applied Skills courses each school year in order to provide students with choice.

(4) With respect to the requirement for a student to earn four credits in Graduation Transitions, a board must establish and maintain activities and program options for students that are in accordance with the DPA Planning and Resource Guide, the Graduation Transitions Program Guide and the DPA Program Guide.

(5) To graduate with a diplôme de fin d'études secondaire en Colombie-Britannique, a student enrolled in a French Immersion Program must

- (a) successfully complete the following in addition to the requirements set out in subsection (1):
    - (i) Français langue seconde – immersion 10,
    - (ii) Français langue seconde – immersion 11,
    - (iii) Français langue seconde – immersion 12, including the Required Graduation Program Examination for this course, and
  - (b) earn at least 12 credits in Grade 10, 11, or 12 courses that are in French with at least 4 of those credits earned in courses at the Grade 11 or 12 level.
- (6) A student enrolled in “Programme francophone” must successfully complete
- (a) to receive a diplôme de fin d'études secondaire en Colombie-Britannique the following courses for the Language Arts required subject area in Table 1:
    - (i) Français langue première 10,
    - (ii) Français langue première 11, and
    - (iii) Français langue première 12 or Communication professionnelle et technique 12;

or
  - (b) to receive a diplôme de fin d'études secondaire en Colombie-Britannique and a British Columbia Certificate of Graduation the courses listed in subsection (5)(a)(i)-(iii) in addition to the following courses:
    - (i) English Language Arts 10,
    - (ii) English Language Arts 11, and

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- (iii) English Language Arts 12  
in the Language Arts required subject area in Table 1.

[am. M. 167/05, am. M. 158/0, am. M. 226/07, M. 165/08]

### Successfully Completing Courses

5. (1) For a student to successfully complete a course for which there is no graduation program examination the student must obtain a final grade of at least C- (50%) in the course.

(2) For a student to successfully complete a Grade 10 course or Grade 11 course for which there is a Required Graduation Program Examination or B.C. First Nations 12 the student must obtain a composite grade of at least C- (50%) that is based on 80% for the final grade in the course and 20% of the Required Graduation Program Examination result.

(3) For a student to successfully complete a Grade 12 course for which there is a Required Graduation Program Examination, excluding B.C. First Nations 12, the student must obtain a composite grade of at least C- (50%) that is based on 60% for the final grade in the course and 40% of the Required Graduation Program Examination result.

(4) For a student to successfully complete a course for which there is an Optional Graduation Program Examination and the student opts not to write the Optional Graduation Program Examination the student must obtain a final grade of at least C- (50%) in the course.

(5) For a student to successfully complete a Grade 12 course for which there is an Optional Graduation Program Examination, and the student opts to take the Optional Graduation Program Examination the student must obtain a composite grade of at least C- (50%) that is based on 60% for the final grade in the course and 40% of the Optional Graduation Program Examination result.

(5.1) For a student to successfully complete Graduation Transitions the student must obtain a Requirement Met letter grade, as defined in the Ministerial Order 192/94, the Provincial Letter Grades Order.

(6) On successful completion of a course a student will earn the number of credits set out for that course in the Course Information Booklet, subject to subsection (7).

(7) Students will earn credits for independent directed studies in accordance with section 6(2) and for Board Authorized Courses as determined by the board.

[am. M. 167/05; am M195/06, am. M. 226/07]

### Independent Directed Studies

6. (1) Where a student successfully completes a course of independent directed studies, the student will

- (a) receive no more than four credits for that course, and
- (b) receive the number of credits as set out in the plan developed by a teacher and the student, and approved by a principal, vice principal or director of instruction.

(2) The number of credits to be awarded to a student for the successful completion of a course of independent directed studies will be determined on the basis of the complexity and amount of work required by the course of independent directed studies when compared with a four credit course listed in the Course Information Booklet.

### Equivalency

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7. (1) Where the Handbook of Procedures or the Course Information Booklet or both determine that two or more courses are equivalent, those courses are deemed equivalent for the purposes of this order and for the determination of the credits for those courses.
- (2) A board must establish an equivalency review process in relation to courses not otherwise deemed equivalent under the provisions of subsection (1).
- (3) Subject to the procedures established under subsection (2), a student may request an equivalency review.
- (4) On request by a student under subsection (3), the board must ensure that an equivalency review is carried out in accordance with the procedures established under subsection (2) and the equivalency review is free of charge.

### Challenge Process

8. (1) In this section, “offered” means taught in the school year in which a challenge process is being requested.
- (2) A board must establish a challenge process.
- (3) Subject to the procedures established by a board under subsection (2), a student may request an opportunity to undertake a challenge process with respect to
- (b) any Ministry Authorized Course numbered 10, 11 or 12 offered in the Province, excluding external credentials, or
  - (c) a Board Authorized Course offered by the board with which the student is enrolled
- provided the student has not successfully completed the course through previous enrolment.
- (4) On request by a student under subsection (3), the board must
- (a) prior to initiating the challenge process, carry out an equivalency review in accordance with section 7, and
  - (b) if the board determines that credit cannot be awarded through the equivalency review ensure that the student is afforded the opportunity to undertake a challenge process in accordance with the procedures established by the board under subsection (2) and that the challenge process is free of charge.
- (5) (a) For the purpose of establishing a challenge process, a board may enter into an agreement with another board to make a challenge process available
- (i) for any Ministry Authorized Course not offered in the district, or
  - (ii) to students in the other board’s school district if a Ministry Authorized Course is not offered in that district.
- (b) The board providing a challenge process to a student who is not enrolled with the board may charge the board with which the student is enrolled the costs associated with providing the challenge.

- (6) Despite subsection (3), a board is not obliged to provide a student with an opportunity

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to undertake a challenge process for

- (a) courses in the first year that the educational program guide or Board Authorized Course framework for the course is being implemented, or
- (b) courses that are independent directed studies.

[am, M168/05, am. M183/05, am. M. 226/07]

### International Students

**9.** (1) For purposes of this section, “international student” means a student from outside of Canada who is attending a school in British Columbia but is not ordinarily resident in British Columbia and whose language of instruction in an educational program for the previous two years has been a language other than English or French.

(2) Despite sections 7 and 8 and subject to subsection (3), an international student must earn graduation credit for the following without an equivalency review or challenge process:

- (a) Language Arts 10, Language Arts 11 and Language Arts 12 (English or Français langue première).
- (b) Science 10 and a science course at the Grade 11 or 12 level,
- (c) a mathematics course at the Grade 10 level and a mathematics course at the Grade 11 or 12 level,
- (d) Social Studies 11, Civics Studies 11 or British Columbia First Nations Studies 12, and
- (e) Planning 10.

(3) A board may only grant an international student credit in Language Arts 10 or Français langue seconde – immersion 10 through an equivalency review if the international student scores 50% or higher on the Language Arts 10 Graduation Program Examination or the Français langue première 10 Graduation Program Examination.

(4) Subject to subsection (5), international students are required to take the Required Graduation Program Examination for every course that has a Required Graduation Program Examination even if they are earning the graduation credit through an equivalency review or challenge process.

(5) International students do not have to take the Required Graduation Program Examination for Science 10 or Mathematics 10 if they have entered the British Columbia School System in Grade 11 or 12 and take a Grade 12 level course in Science or Mathematics and write the related Optional Graduation Program Examination or a Ministry approved external examination as set out in the Handbook of Procedures.

(6) International students must earn graduation credit in Graduation Transitions under supervision of a board.

[am. M. 226/07]

### Post-Secondary Credits

**10.** (1) Where the Handbook of Procedures or the Course Information Booklet or both determine that a course completed at a post-secondary institution that is a member of the British Columbia Transfer system or in French through the Educacentre is in the same subject area as one of the courses required under section 4, the course may be used to fulfill the requirements set out in section 4.

(2) Post-secondary courses for which credit may be awarded must be

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- (a) listed in the current edition of the British Columbia Council on Admissions and Transfer Guide;
  - (b) specified in individual Career Technical Centre Program agreements between the board and a post-secondary institution , or
  - (c) included in a calendar of a post-secondary institution that is a member of the British Columbia Transfer System or of the Educacentre as a course leading to a credential of one year or less, a two-year diploma or a four-year degree.
- (3) On request by a student, the board must ensure that the student's post-secondary transcript is reviewed and that this review is free of charge.
- (4) All post-secondary credit will be assigned a letter grade and percentage.

### External Credentials

**11.** On request by a student, a board must ensure that the student is afforded the opportunity of an external credential review with respect to external credentials listed in the Course Information Booklet and that the external credential review is free of charge.

### Specified Learning Outcomes and Course Requirements

**12.** Where a board provides an educational program that includes a course numbered 10, 11 or 12, the board must ensure that the educational program provided includes all the learning outcomes specified in the applicable educational guide listed in Ministerial Order 333/99, the Educational Program Guide Order, for that course or outcomes specified by the board in the case of a Board Authorized Course and is provided in a manner that complies with the *School Act*.