

THE EVERGREEN CERTIFICATE (SCHOOL COMPLETION CERTIFICATE)

Background

The Evergreen Certificate (School Completion Certificate) is based upon Ministerial Orders and Regulations under the *School Act* and recognizes the accomplishments of school completion for students with Ministry of Education designations who have succeeded in meeting the goals and objectives of their individual education program (IEP).

The Evergreen Certificate:

- Is awarded to students with a Ministry of Education special needs designation
- Demonstrates that the student has successfully achieved the goals as set out in their Individual Education Plan and has had appropriate attendance;
- Parents must be consulted prior to putting a student on an Evergreen pathway and must be advised that this pathway will not meet the criteria for a Dogwood Diploma
- Is not designed as a graduation credential
- Is insufficient for direct entry into most post-secondary programs

Procedures

1. Achievement of the Evergreen Certificate

To be eligible to receive a Ministry of Education Issued Evergreen Certificate students must meet the following criteria:

1.1 Students must be enrolled in Grade 12 in a district school

1.2 The student must complete the goals and objectives of their individual education plan (IEP). The education plan may include goals in the following areas:

- Individualized/Functional Academic
- Self Determination and Independence
- Employability Skills
- Personal Health
- Transition Planning

1.3 Show evidence of completing up to eighty (80) hours of physical activity in their final school year school, home, or community. The physical activity may be defined as participation in one or more physical activities which could include physiotherapy, community based activities, Special Olympics, adapted or regular physical education courses.

1.4 Show evidence of completing up to thirty (30) hours of work or volunteer experience. The experience could be in school, supported work experience in the community or independent work experience. The experience is to be documented with letters of

reference as appropriate.

2. Principals will ensure that:

2.1 When criteria is met the school submits the demographic data for the student to the Ministry of Education, including the date when the student met the goals of his or her educational program. The Ministry will then prepare and distribute to the school the Evergreen Certificate for authorized signature and distribution to the student. (See Ministerial Order 205/95)

2.2 The school submits the list of names of the students who have been recommended to receive the Evergreen Certificate (names and student PIN) in June of each year.

2.3 Students who are continuing in the district for an extra year to complete IEP goals must not be issued the Evergreen Certificate until the end of their final year.

2. Schools must confirm the students being recommended for the Evergreen Certificate with the Director of Inclusive Education.

Reference: Sections 20, 22, 65, 85, 177 School Act
Human Rights Code
Workers' Compensation Act
Occupational Health and Safety Regulation
Canadian Human Rights Act

Adopted: May 1, 2009

Revised: January 2018; June 25, 2019, November 26, 2019, September 2022