



SD62 and the South Island Partnership FAQ and Important Details



How can a student get support with “Careers and Transitioning”? *According to the MOE school districts can support students to dig deeper in the areas of Career Explorations and Career Zones. SD62 can accomplish this through the South Island Partnership (SIP). SIP is a partnership between SD62 and Camosun where students can take courses in order to support them with their Career Explorations, and assist with transitioning that student into post-secondary. Depending on if the student is a grad or non-grad, there will be differing transitioning opportunities available to that student. The grid at the bottom of this document details a few of the differences.*

1. Career exploration allows students to dig deeper into learning about careers in local and regional labour markets. Experiences are tailored to each student’s interests, which makes them feel involved and better informed for making future career and education choices. Career exploration begins in middle school and is built on in Grades 9 and 10. This helps students to make decisions about:

- Career and work options – Work Experience or Youth Work in Trades options (formally SSA).
- High school program and course selection – with counsellor.
- Post-secondary requirements some examples of career exploration activities include:
 - Taking Kids to Work Day, Trades Sampler course (TASK), Junior Skills Day (Skills Canada), and job shadowing (Camosun can offer, or with mentor/family member).

2. A Career Zone is a group of courses, certifications and work opportunities that BC high schools can develop to help students in Grades 11 and 12 get ready to pursue a career within a particular industry, while still meeting provincial requirements for graduation. By working within a Career Zone high school students have the opportunity to:

- Select courses that match their specific skills, interests and career goals – **Transition plan completed prior to grad, this must detail a Career and Pathway. The transitioning (Camosun) courses must be required for this Career in order for sponsorship to occur.**
- Acquire work experience relevant to those career goals – **Youth Work in Trades Course 11a, 11b, 12a, 12b.**
- Obtain industry-recognized certifications – **Through TASK, or MWTC12.**
- Complete college or university courses for a career head start and valuable post-secondary experience – **SIP registration 4 courses or a program so long as U-19 July 1st for upcoming school year, grad or non-grad.**

What is the South Island Partnership (SIP)?

The South Island Partnership is a partnership SD62 has with Camosun that provides opportunities to SD62 learners in the way of courses and programs for the purpose of transitioning. Currently there are a few courses and programs available to SD62 where seats have been reserved for students looking to transition. The application process for these is a bit different, please speak with your careers teacher for more information. <http://camosun.ca/learn/south-island-partnership/programs-courses/>

What is Dual Credit?

Dual Credit is a process whereby a secondary student registers in a college course or program and receives both high school credit and post-secondary credit. The goal is to introduce students to college curriculum within a career transition pathway. **Please note that there are age restrictions for these programs:**

- If the student is a graduate but under the age of 19 (U-19) as of July 1st for the next school year, then they still have the opportunity to take courses or initiate a program (up to four sponsored term 1 courses). Dual Credit courses are available so long as the student **completed a transition plan while in high school**, and so long as the requested course(s) or program **aligns with their transition plan's career pathway**.
- Grad or non-grad: if a student registers for a program and the *start date* is at a time when the student is U-19, but the *end date* is after July 1st when the student has turned 19, then the school district **will only sponsor that student in the courses or program until July 1st of the school year they are 19**.
 - *Example:* Joe is a non-grad and is 18 on July 1st 2017. His birthday is April 15th. Joe signs up for the CNET program at Camosun. The start date is January 2018 and the end date is December 2018. *SD62 will sponsor Joe from January until July 2018.* Even though Joe turns 19 in April, he will continue to be sponsored from April to July. Joe will no longer be sponsored by SD62 from July to December 2018, as he'll be 19 on July 1st 2018. Sponsorship concludes on July 1st when the student is 19.

Can a student come back to register and apply for sponsorship after they have graduated?

Yes, a graduate student can make an apt with an academic advisor at WestShore Centre for Learning (WCLT 250-391-9002), and they can seek sponsorship for dual credit so long as:

- a **transition plan** was completed when the student was in high school (as a non-grad),
- **and the student is U-19 on July 1st for the coming school year**,
- as a grad, SD62 can sponsor 4 courses, so long as they fit in the career and pathway detailed on the transition plan,
- graduated students must apply through camlink as a grad, and once accepted by Camosun then sponsorship can occur.

Example:

Joe filled out a transition plan with a counsellor when he was in grade 12. As part of the transition plan, Joe chose a career and pathway. Joe graduates high school in June. In September of the next school year, Joe returns as a graduate. Since he was 18 on July 1st, Joe still has **one full school calendar year** (September - June) to take four SIP sponsored courses through SD62. Regardless of when Joe turns 19.

Where does a non-grad student register?

A student can get initial dual credit details from their careers teacher or counselor, but for full support, the student can contact the career coordinator, please note that a schedule will be available in the careers suite/counseling suite for students to sign up for an apt. A student can start the application process (get an application package, request to be put on the prospect list for sponsorship, and start to find a Career/Pathway) after seeing the counselor or careers teacher and while waiting to speak with the coordinator. As a non-grad, the applicant will need to ensure that they complete the WestShore Centre for Learning *Cross-Enrollment Form*, which will make them a WCLT student for their dual credit studies. They will still continue to be at their home school for all additional courses.

* Counselors and careers teachers are available for package details, post-secondary conversations and guidance, but the application package is the responsibility of the transitioning student. If there are questions about dual credit then the student can contact the career coordinator.

Where does a graduate student register?

A student can get all dual credit details from their careers teacher or counselor while they are in high school, but when returning as a grad please contact an academic advisor at WestShore Centre 250-391-9002.

Remember, a student must have a Transition Plan in their file, which must be completed while they are a non-grad in high school, in order to qualify for sponsorship as a graduate. The transition plan can be completed with support from the career coordinator. A student can start the application process while in high school (get application package, request sponsorship, find a Career/Pathway for their transition plan) and then follow up once they are registered at Camosun, meaning once they have an acceptance letter from Camosun. If acceptance at Camosun is accomplished while the applicant is still in high school then the student can simply fill in the entire application package for sponsorship, making sure to also fill in the WCLT Cross-Enrollment Form. The student will be transitioned over to WCLT in Aug for Sept start, once they are a graduate. If the applicant is graduated and out of high school (let's say it is July 2018 and they graduated in June 2018) then they can make an apt with an academic advisor at WCLT to begin the process; however, this can only occur if a transition plan is in the student's high school folder, and the course or programs the applicant wishes to pursue aligns with the career and pathway detailed on this form. The WestShore Academic Advisor will need a copy of the transition plan. Also, the applicant will need to be accepted to Camosun in the courses or program before SD 62 sponsorship can occur.

- Counselors and careers teachers are available for package details, general post-secondary conversations and guidance, but the application package for dual credit is the responsibility of the transitioning student, and they can contact the career coordinator for support, or meet with an academic advisor at WCLT 250-391-9002 if a graduate.

Is it better to be a grad or non-grad applicant?

For students who are non-grads, they'll have the opportunity to engage in certifications and programs with sponsorship for up to eight courses. There are currently SIP sponsored seats in various programs, some up to 12 months in length, non-grads have the opportunity to register for these with full sponsorship. A student could also take up to four dual credit courses while in high school, so long as these courses fall under a Career / Pathway. As for graduated students, they have the opportunity to "transition" into post-secondary by having one term worth of courses sponsored, this is four courses regardless of whether it is a certification, program, or courses. Please note that in order for sponsorship to occur the student must have a transition plan in their file from high school, and be accepted by Camosun.

How much does it cost?

If a student receives district sponsorship, then tuition fees will be covered = it's FREE:

Non Graduated Student	Graduated Student
<p>A non-grad can receive sponsorship for:</p> <ul style="list-style-type: none"> - four individual courses so long as they align with the Career/Pathway on the transition plan, - eight courses of a program or certification, - or full SIP course or program sponsorship – see program guide for these details. <p>http://camosun.ca/learn/south-island-partnership/become-sip-student.html</p>	<p>A graduate can receive sponsorship for:</p> <ul style="list-style-type: none"> - four individual courses if they align with the Career/Pathway on the transition plan, - term one in a program or certification program. <ul style="list-style-type: none"> • These are sponsored once the student has registered for these courses through Camlink and is a Camosun student.

Note: Sponsorship does not include the \$41.00 non-refundable application fee, deposit, textbook costs, auxiliary fees, or any additional course fees. *All additional fees are the responsibility of the student.* SD62 will only cover tuition fees for sponsorship-approved courses or programs.

What delivery models are available to a student at Camosun?

Depending on what course(s) the student is looking to take, the delivery model can vary. Some courses are offered face-to-face, while some are offered online. Locations may also vary, since Camosun offers courses on different campuses. When a student is looking to find courses and a pathway, please ensure they review the course location to make sure they will be able to attend.

What do the Camosun course credits count as?

When a student registers for a Camosun course through SIP they will receive both Camosun credits and high school credits. The high school courses will be run through WCLT, so the non-grad student will be considered a “Cross Enrolled Student” in SD62, and they will get Ministry authorized PB 2 course (grade 12 elective) credits for each course that they take. Graduates will have WCLT as their home school. The PB 2 code will appear on their high school transcript so long as the Camosun course is worth between 3-5 credits. If the student is a graduate then they will need to meet with an academic advisor at WCLT after SIP dual credit course and report card completion in order to have these courses added to their high school transcript – at the student’s request.

Course transferability:

If you have questions about course transferability please review the BC transfer guide:

<http://www.bctransferguide.ca/search/course>

What are the SIP programs that already have district sponsorship?

The South Island Partnership (SIP) offers a number of trades and non-trades programs, these can be found in the Program Guide through the SIP dual credit site: <http://camosun.ca/learn/south-island-partnership/become-sip-student.html>

SD62 has seats held in SIP courses and programs and these are available to students on a first come, first serve basis. For these courses and programs we already have a process and seats reserved. Additional seats may be requested by the District Career Coordinator, for more support please see your careers teacher or counselor.

What are all the courses potentially available for me to request sponsorship for? **No Guarantees*

- Camosun at Belmont: <http://camosun.ca/learn/areas/westshore.html>
- Camosun courses and programs: <http://camosun.ca/learn/az/>

For clarity: what Camosun programs are available to SD62 students, and are only programs detailed through SIP available? *(note this is a programs only question, not courses)*

The short answer is no, in fact all Camosun programs are potentially open for sponsorship – but with **no guarantee**.

Of course there are rules for application and SD62 sponsorship. In order for an SD62 student to have access to a program, that isn’t already under the SIP umbrella, then the student wishing to have sponsorship in a program will need to register into that program through Camosun, then once they are accepted into the program, the SD62 career coordinator can sponsor that student for one term if they are a grad, possibly up to 8 credits if they are a non-grad. SD62 will contact the South Island Partnership and sponsor the student once the application is submitted and the student has an acceptance letter from Camosun. SIP will then forward the tuition ONLY portion to the SD62 career coordinator for financial coverage. Students must enter a program on their own, sadly Camosun program teachers can’t reserve or request seats. Again there is no “reserving seats” in programs; however, once a student is registered and accepted into a program SD62 can then sponsor them, as long as they are U-19 for the school year in which the program is occurring. Students will be responsible, and not reimbursed for textbooks, deposits, auxiliary fees, and the \$41 non-refundable application fee. If a student wished to take dual credit it is best they discuss sponsorship with the SD62 career coordinator prior to applying, for details and assurance. Again, sponsorship for a grad is one term, and sponsorship for a non-grad in a program can be up to eight courses.

What is Camlink?

Camlink is Camosun College's online registration system. There are days set out for course viewing, and there are days outlined for course registration. (Ex. May for Sept start date)

What does "a specific career" mean?

In order for the students request for course(s) sponsorship to be accepted, SD62 needs to know that the course(s) they wish to take are "REQUIRED" by a post-secondary institution in order to have a particular career. Each career falls under a pathway; for instance, Acct 12 is required to be an Office Manager, and this career falls under the Business pathway.

What are the five Pathways?

These are detailed on the transition plan, which every student must have filled in prior to grad if they'd like to take advantage of dual credit. This is also a part of every application package. The Camosun website has more detailed pathways, but the MOE recognizes the following for "transition" support.

- Business
- Trades
- Communication
- Health
- Technology

What is the cohort model of delivery? (These are the cohort courses offered in your home school)

A college course is paired with a high school course. The college instructor delivers the college curriculum, and the high school teacher delivers the ministry curriculum. The high school teacher and the college instructor work collaboratively to meet the learning outcomes of both courses. The courses can be delivered in timetable, online or outside the timetable.

(e.g.: Psychology 12 and Psychology 154; Law 12 and Criminology 154; Accounting 12 and Accounting 110)

If I do a cohort dual credit course does that count as one of my four courses?

Yes, a student is able to take a maximum of four courses regardless of whether it is a dual credit stand alone or cohort, and all courses must be taken over one or two semesters (this applies to non-grads, for graduates sponsorship is one term only). According to the audit team, once a "transition" has started it can't stop and then start again – no breaks. This means that if a student wants to take a dual credit cohort course in semester one of their grade twelve year then they can take another couple courses (cohort or dual credit at Camosun) in semester two – back to back – but there can't be a break in their studies at post-secondary, and their transition period can't continue longer than two semesters. After two semesters a non-grad student is considered "transitioned". So, if a student wanted to take a cohort dual credit course in semester one in Gr 12, then did no dual credit courses in semester two of Gr 12, then they no longer have access to dual credit courses, they are deemed "transitioned". Also, the **career and pathway can't change, once a career and pathway has been documented, again it can't change or be altered in any way.** So, if a student took Acct 110 in semester one and wrote on their transition plan that they wanted to be an office manager under the business pathway, then the next three courses must also support this transition plan. The next three courses must be "required" by a post-secondary institution to be an office manager. **It is the student's responsibility to look into this and provide evidence for their application, note that most of these details are available on post-secondary schools websites.**

Prerequisite and co-requisite required for a dual credit courses:

- All courses have prerequisite requirements; English 12 is often a standard requirement.

- In some cases an English or Math assessment may be required (non SIP, or graduated applicants) – if the final mark in the pre-requisite course was not met, then an assessment will need to be completed. See assessment centre instructions attached, or assessment information can be found at: <http://camosun.ca/services/assessment-centre/>
- Co-requisite course (an option for non-grad taking SIP courses) means that the required or pre-requisite course is being taken during the same semester as the dual credit college course.
- A Teacher/Counselor Recommendation Form is required for all students who have not completed a co-requisite requirement (for non-grads applying through SIP).
- Each application is reviewed before sponsorship to ensure that prerequisites have been met.
- The above is an option for dual credit students who are non-grads and are taking a course or program under the South Island Partnership umbrella.

How to drop/ withdraw from a Dual Credit course

- A student at Camosun must contact a home school counselor, the home school careers teacher, or the district career coordinator IMMEDIATELY in order for a drop to be optional. Based on the date of withdrawal to the SIP department there may be penalties.
- If the student is a regular (non SIP) dual credit registrant, then Camosun withdraw policies apply. But the district will need to be notified ASAP, please email tlarkin@sd62.bc.ca
- For in school dual credit cohort courses the home school teacher must contact the District Career Coordinator or the SIP program assistant immediately to notify them of a student drop or withdrawal. Drop date is based on the SIP program assistant’s awareness of this desire to drop.
- Deadlines to drop or withdraw from the course without financial or academic penalty are set by registration and vary according to course start and end dates. Instructors and teachers will be informed of these dates at the beginning of their course. Contact the sip program assistant for more details.

What about students that have an IEP?

- All students that have an IEP and who are wanting to register for dual credit courses, or a program, will need to visit Camosun’s Centre for Accessible Learning once they are registered, this will make them eligible for additional support and preferred or optimal test taking environments.

The website is as follows: <http://camosun.ca/services/accessible-learning/>

Does this opportunity apply to international students?

- If an international student is still an SD62 student, and in high school as a non-grad, then they have the ability to register for dual credit courses for \$550 per course – so long as they are U-19 and a non-grad. International students that have graduated will need to apply independently to Camosun as a graduate. Again there will be no district sponsorship upon registration at Camosun if they have graduated.

The following grid may provide clarity around sponsorship based on whether or not the applicant is a grad or non-grad:

	Graduated Applicant	Non-Graduated Applicant
Where does a student submit their application?	-Pick-up an application from a careers teacher or counselor. -Make an apt at WestShore Centre (WCLT) 250-391-9002 to speak with an academic advisor. They’ll provide the applicant with an application and details.	-Pick-up an application from a careers teacher or counselor. -For SIP courses / programs submit a completed application to the career coordinator or careers teacher.

	<p>WCLT is a graduated student's home school for dual credit. WCLT can provide career coordinators contact info as well.</p> <ul style="list-style-type: none"> • Talk with advisor or coordinator, • make sure you have <u>Transition Plan</u>, this will have to have been completed in high school when a non-grad, talk to high school careers teacher/counselor, • apply to Camosun, • once accepted into courses/program, submit SD62 dual credit application package to the career coordinator. 	<p>-If the student is applying for a Camosun course or program, not already under the SIP umbrella, then the applicant can:</p> <ol style="list-style-type: none"> 1. review their Camosun registration and course/program request with the career coordinator (for assurance of sponsorship and transition plan), 2. submit their Camosun application to Camosun, 3. sponsorship and SD62 application accepted by career coordinator once Camosun acceptance letter is received. <p>*This letter will need to be submitted with the SD62 dual credit application package to the career coordinator.</p>
<p>Who can help a student with dual credit?</p>	<p>-Career Coordinator, find schedule at home school in career/counseling suite, or for contact info go online and check under the students previous home school (Ex "WestShore") tab and then under "Dual Credit" for career coordinator contact info and schedule. http://careerssd62.staff.sd62.bc.ca/</p> <p>-District Career Coordinator (WCLT office or email tlarkin@sd62.bc.ca)</p>	<p>-Career coordinator, find schedule at home school in career/counseling suite. -Careers teacher or counsellor can answer quick questions. -For contact info go online and check under the students previous home school (Ex "Royal Bay") tab and then under "Dual Credit" for career coordinator contact info and schedule. http://careerssd62.staff.sd62.bc.ca/</p> <p>-District Career Coordinator Tanya Larkin tlarkin@sd62.bc.ca</p>
<p>When does a student apply?</p>	<p>-Student must be U-19 on July 1st of the school year they're wishing to be sponsored. U-19 July 2018 for Sept 2018-June 2019 sponsorship. -Student can apply while a high school student for sponsorship as a graduate. -Student must apply and be accepted by Camosun before SD62 sponsorship can occur. -<u>Transition Plan</u> must be in student's high school file, and must have been completed when they were a non-grad. This plan must align with what the student is apply for. -Acceptance letter must be provided with application, or the student can check with the career coordinator prior to applying, once they have their acceptance letter.</p>	<p>-In high school, support from career coordinator or district career coordinator can be given. -Student will cross enroll through WCLT, this will be the applicant's school for dual credit courses/programs. -<u>Transition Plan</u> must be in file at home school and have been filled out while in high school. It can't change once sponsored. A copy will need to be given to WCLT as part of application. -Student must be U-19 grad and non-grad. -SIP Cohort dual credit courses can be accomplished with support from home school careers teacher, these happen in student's home school during the school year. Once student has done a dual credit course the transitioning /</p>

		<p>sponsorship will conclude, unless the student takes another dual credit course the following semester.</p> <p>-Only two semesters of sponsorship.</p>
<p>What can a student apply for?</p>	<p>-One term of courses, not exceeding four (4). Courses over more than one semester will not be accepted for graduates. One term of sponsorship only, up to four courses.</p> <p>-Term one of sponsorship in a certificate or multi-year program – four (4) courses.</p> <p>-SD62 may be able to sponsor more than four courses if the courses are two or less credits. For more than four course sponsorship a discussion with the career coordinator or district career coordinator will need to occur.</p> <p>-All courses must fall under the career and pathway the student detailed on their <i>Transition Plan</i>.</p> <p>-If a student takes four courses in term one, but only two fall under the career and pathway noted on the Transition Plan, then two of the four will be sponsored.</p>	<p>-Four (4) consecutive courses (one sem or back to back over two sem).</p> <p>-A certification or program: up to eight (8) courses in a certification program or multi-year program. If the certification/program is already under the SIP umbrella then it may exceed eight courses E.g. HCA or Heavy Duty.</p> <p>-If the student has taken one dual credit course then applies for a program, then the program must fall under the same career and pathway and the program must follow the semester in which the course was taken – no breaks between courses / program.</p>
<p>When does a student submit their application?</p>	<p>-Same as section one: once the student has their acceptance letter and so long as they are U-19.</p> <p>-Once the student has received confirmation from Camosun for entrance.</p>	<p>- While the student is in high school, as a non-grad.</p> <p>- So long as student is U-19 on July 1st for the upcoming year they are applying.</p> <p>-Once the student has received confirmation from Camosun for entrance.</p> <p>-Different rules for SIP applicants as SD62 already has seats reserved for these. See careers teachers in careers suite or read above regarding SIP.</p>
<p>Where's the students home school for dual credit?</p>	<p>-WestShore Centre for Learning 814 Goldstream Ave 250-391-9002.</p> <p>- If accepted into a program when in high school (before graduation), then a student can complete the application form for dual credit, and a <i>WCLT Cross Enrollment Form</i> is a part of this package. The application package will need to be submitted before graduation. So long as this occurs prior to grad, then the student's file will be sent to WCLT (over the summer, prior to start date), at which</p>	<p>-WestShore Centre for Learning 814 Goldstream Ave 250-391-9002.</p> <p>-Students that will be transitioning into Camosun (taking dual credit courses or a program) while in high school (as a non-grad) can fill in the <i>WCLT Cross Enrollment Form</i>, which is a part of the application package. WCLT will be the student's school of record for their dual credit courses / program. If the applicant is still taking regular high school courses then their current school of record will still remain for the high school based</p>

	<p>time WCLT will then become the student's home school.</p> <p>-If a student is accepted into a course or program, and the student has a transition plan in their file, but the student has not registered for Dual Credit sponsorship prior to graduation, then the student will need to make an apt with an Academic Advisor at WCLT and register to become a WCLT student. Once this has occurred then the student can complete the SD62 application for course or program sponsorship. A student must be a SD62 student in order to apply for sponsorship.</p>	<p>courses, and WCLT will be their school for dual credit courses only.</p>
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