



**WJ Mouat Secondary  
Grad Handbook  
Grad 2023**

## ✓ Grad Checklist

### September

- Grad Parent Meeting (Grads & Parents to attend) **Wednesday, September 14 @ 6:30 pm in the Large Gym**
- Grad Cruise (Optional) **Tuesday, September 27 @ 4:30 p.m.**
- Grad Clothing Order in June will arrive and be distributed; listen to announcements

### October

- Post-Secondary Information Night **Wednesday, October 19<sup>th</sup> @ 6:30pm in the Learning Commons**
- District Dogwood Scholarship Applications due the end of October. Listen to announcements for application deadline
- Literacy and Numeracy Graduation Assessments (required to graduate); **October 31-November 4**; listen to announcements for your classes scheduled writing time

### November

- TVR check - it is your responsibility to make sure your TVR is correct

### December

- Complete application form for post-secondary at: <https://applybc.ca/>
- Book your Grad photo appointment in the Counselling Centre. Listen to announcements for booking times

### January

- Grad Photos – **January 3-12 by appointment**. All students need to have their photo taken (this will appear in the yearbook and the grad composite). A Sitting Fee applies if you would like proofs from your photo session so you can order grad photos.
- Many universities require you to apply by **Jan 31st for Sept 2023** Entrance. Check with Mrs. Solgaard for more details
- Literacy and Numeracy Graduation Assessments (required to graduate); **January 23-27**; listen to announcements for your classes scheduled writing time

### February

- Review Semester 2 timetable ensuring you meet Graduation requirements
- Last chance to order your Mouat Grad wear via School Cash Online – order date **opens Feb. 4 and closes Feb. 24** for April delivery. See Ms. Bell or the office team for more details.
- Grad Photo Retakes **February 22-23**
- Complete PSI Selections Form – see Mrs. Solgaard for info on website and selection process
- Complete Abbotsford Community Foundation scholarship applications
- Application Deadline for major universities for early admission

### March

- Yearbook Quotes by **Friday, March 3** via emailed to Ms. Coleman

### April

- All outstanding fees, textbooks etc. must be paid in full to participate in Grad events (Pay in office or online <https://www.schoolcashionline.com/>)
- Literacy and Numeracy Graduation Assessments (required to graduate); **April 24-28**; listen to announcements for your classes scheduled writing time

### May

- Students enrolled in courses outside of Mouat required for graduation must be 80% complete by May 1st to take part in the ceremony
- Prom Guest forms available early May and due by **May 31** to the office

### June

- Pick up your grad cap and gown in Learning Commons TBA
- Pay for your Prom Guest, if applicable
- Grad Ceremony Rehearsal TBA**
- Grad Ceremony Friday TBA @ Abbotsford Entertainment Centre**
- Book a Prom banquet table with 10 friends via Ms. Bowater; listen to announcements
- Literacy and Numeracy Graduation Assessments (required to graduate); **June 19-23**; listen to announcements for your classes scheduled writing time
- Red Carpet Arrival **Monday, June 26 from 3pm to 4pm**
- Hawk Walk Monday, June 26 at 4:15pm**
- Prom Dinner and Dance Monday, June 26 @ Newlands Golf and Country Club**
- PSI deadline **June 30<sup>th</sup>**

### September

- Pick up your Ministry of Education Dogwood Graduation Certificate. The Ministry of Education mails the certificates to the school in the second week of September and your Dogwood Diploma will be available for pick up from the third week of September onward. The school does NOT mail certificates due to damage.

## Message to Parents

We are extremely proud and excited about this big year! We strongly encourage you as parents to get involved and help with the Grad activities. There are activities where help is needed, and input is always appreciated. Our first Grad Parent meeting is on the evening of **Wednesday, September 14 @ 6:30 pm in the Large Gym**. Please check the school website for additional Grad updates at <http://wjmouat.abbyschools.ca/>. If you have any questions about a specific event, please contact the Sponsor Teacher for that function.

## Grad Conduct Expectations

To participate in grad activities including Grad Cruise, Night to Remember, Prom and other activities, grade 12 students must demonstrate good conduct, school attendance, and be a good example to their peers. All activities and events listed below are school organized and sponsored and therefore all school rules apply. All events are drug and alcohol free. Attendance to these events is a privilege, based on academic eligibility, one's behaviour at school and in the community and the general health and safety of the individual and all those in attendance. Administration may remove this privilege at any time.

## Sponsor Staff

Sponsor Teachers are teachers who have volunteered their time to oversee a Grad event.

●General Grad Sponsor	Ms. Bell
●Grad Ceremony	Ms. Bowater and Ms. Bell
●Grad Cruise	Ms. Rajabally
●Night to Remember/ Dry Grad	Mr. B. Gill and Ms. Bell
●Prom incl. Red Carpet & Hawk Walk	Mr. B. Gill and Ms. Bowater
●Grad Council	Admin Team
●Yearbook	Ms. Coleman
●Grad Clothing	Ms. Bell and the Office Team
●District Scholarships, Bursaries and Awards	Ms. Nyberg
●General Scholarships and University Entrance	Ms. Solgaard and Mrs. McAleese

## Graduation and Post-Secondary Information

### Graduation Requirements

The B.C. Certificate of Graduation or "Dogwood Diploma" is awarded to students who successfully complete the provincial graduation requirements.

Subject Area	Minimum Credits
<b>2 Career Education courses CLE 10 and CLC 12</b> <b>A capstone project is required</b>	<b>8</b>
<b>a Language Arts 10</b>	<b>4</b>
<b>a Language Arts 11</b>	<b>4</b>
<b>a Language Arts 12</b>	<b>4</b>
<b>a Mathematics 10</b>	<b>4</b>
<b>a Mathematics 11 or 12</b>	<b>4</b>
<b>An Arts Education 10, 11 or 12 and or an Applied Design, Skills and Technologies 10, 11 or 12.</b>	<b>4</b>
<b>Social Studies 10</b>	<b>4</b>
<b>a Social Studies 11 or 12</b>	<b>4</b>
<b>Science 10</b>	<b>4</b>
<b>a Science 11 or 12</b>	<b>4</b>
<b>Physical Health and Education 10</b>	<b>4</b>
<b>A First Peoples course (available in Language Arts or Socials)</b>	<b>0</b>
<b>TOTAL</b>	<b>52 credits</b>
<b>ELECTIVE COURSES</b>	
<b>Students must earn at least 28 elective credits</b>	<b>Minimum Credits</b>
<b>Additional Grade 10-12</b>	<b>28</b>
<b>OVERALL TOTAL</b>	<b>80</b>
<p><b>* Of the 80 credits for graduation, at least 16 must be at the Grade 12 level, including a Grade 12 Language Arts course. Others may be required or elective courses for PSIs. All students must take 8 courses in their timetable</b></p> <p><b>* Special rules apply to Programme Francophone and French Immersion students pursuing both English and French Dogwood Diplomas ("Dual Dogwoods"). See your counselor for information</b></p>	

### Required Literacy and Numeracy Exams:

- The Grade 10 Numeracy Assessment was introduced in 2018
- The Grade 10 Literacy Assessment was introduced in 2019/20
- The Grade 12 Literacy Assessment introduced in 2021/2022
- The Évaluation de littératie de la 12e année – Français langue seconde immersion introduced in 2021/22

### Capstone Presentation

All grads are required to prepare a 10-15 minute presentation of their journey through high school and their future plans. The date is set in place by the Career Life Connections (CLC) 12 teacher. This presentation is a mandatory requirement and intended to be a celebration of your K-12 educational experience.

## Online Ed Planner

All students who have intentions of applying to post-secondary for Fall 2023 should visit The BC Education Planner website to plan, explore and apply. The Student Transcript Service (STS) is also an important resource. See Mrs. Solgaard for more information in the Career Center for more information. You are able to make an appointment with her, simply by adding your name, phone number and email address to her appointment request sheet.

## Post-Secondary Info

Parents/students are encouraged to attend **October 19, 2022**. Several colleges, universities and trades schools will be there to help you explore various post-secondary options available to students and learn about the application process for college and university. Get valuable information about deadlines and application fees and ask questions to local college and university representatives. Grads should check our school website regularly to ensure they don't miss out.

## Scholarships, Bursaries and Awards

Organizations want to give money away to deserving students, **BUT** you must apply. More information on these awards are available from the Career Centre. Some ways you can EARN money:

- B.C. Achievement Scholarship \$1,250
- District / Authority Scholarship \$1,250
- Abbotsford Community Foundation Awards \$500.00 to \$3000.00
- SSA (Secondary School Apprenticeship)
- Univ. / College Entrance Awards \$500 - \$5,000
- Major Entrance Awards \$4,000 - \$40,000
- Private / Corporate Awards \$50 - \$80,000 +

### More Information at:

- [Provincial Scholarship Program Information for Students](#)
- [BC Excellence Scholarships](#)
- [BC Achievement Scholarships](#)
- [District & Authority Awards](#)  
(*LINK TO APPLICATION AT THE BOTTOM OF THE PAGE*)
  - [Abbotsford School District - District & Authority Awards - Application](#)
  - [Abbotsford School District - District & Authority Awards - Information Sheet](#)
- [Pathway to Teacher Education Scholarship](#)

## Dogwood District/ Authority Awards

Applications available in the Career Centre. The award amount is

### Criteria:

The Dogwood District/Authority Awards will be available to graduates who excel in any of the following areas:

- Fine Arts (Visual Arts, Dance, Drama, Music)
- Applied Skills (Business Ed, Technology Ed, Home Economics)
- Physical Activity (not limited to Physical Education)
- Second Languages (including Aboriginal Languages)
- Community Service

### Conditions:

- Must be a Canadian citizen or permanent resident
- Project based scholarship which requires over 100 hours of work during your grade 12 year
- Apply by end of October and complete the project in a focus area by April
- Projects are adjudicated! Final score consists of adjudicated mark, focus mark and grade 12 course marks

### More Information at:

- [Apprenticeship Financial Supports & Award](#)
- [Work in Trades Award](#)
- [Employment Insurance](#)
- [Canada Apprentice Loan](#)
- [Red Seal Incentive & Completion Grant](#)

- [Apprenticeship Tax Credits](#)
- [Wage Subsidy Work Experience Program](#)
- [Skilled Trades Employment Program \(STEP\)](#)

### **Abbotsford Community Foundation**

**Selected By:** Community Panel

**Due Date:** end of February; Final Date to be announced (check our school website)

The local community generously provides thousands of dollars to district schools in the way of bursaries and scholarships. The awards have a variety of criteria and qualifications, making them applicable to a wide range of students. For ease of application, all these awards can be accessed in one application form. The application form and the booklet describing the awards will be available online during the first week of February.

- Students apply for these in February submitting Application letter, reference letters, and statement of grades
- Funds provided by Abbotsford businesses, estates, community service organizations, etc.
- Abbotsford Community Foundation Donors choose recipients
- Awards vary from \$500 - \$3,000
- Awards are presented at convocation in June

### **Secondary School Apprentice Scholarship (SSA)**

To address the shortage of skilled trades people in BC, any student working summers or part-time in the trades can register to become a Secondary School Apprentice and earn up to 16 high school graduation credits for 480 hours of work. SSA students are eligible for a \$1000.00 scholarship if they graduate with a C+ average in their Gr. 12 courses and report a total of 900 hours of work by December 30<sup>th</sup> of their graduation year. See Mr. Gill for more information.

### **Online PSI Choices Form**

All students who have intentions of applying to post-secondary for Fall 2023 should complete an Online PSI Selections Form. You need to select the institutions you are applying to and then check off that you allow the BC Ministry of Education to submit your final grades to that institution. Go to [www.bced.gov.bc.ca/exams/tsw/tsw/student](http://www.bced.gov.bc.ca/exams/tsw/tsw/student) for more information.

## And Now for the Exciting Stuff

### Grad Google Classroom

Please ensure that your graduate joins the Grad Class of 2023 google classroom using their learn34 account. **Grad Classroom code: lehiyy1**

### Grad Council

Grads, your voice matters. The admin team has selected a small group of students to form our Grad Council for 2023. This committee of grade 12 students will work with us to share ideas, give feedback, and help organize and advertise inclusive events for the school year as well as establishing a legacy for their grad class. We would like to have a committee that reflects the diversity of our amazing grad class. This group would be committed to meeting. Your Grad 2023 Council is: Emily F, Daria W, Sezja R, Julianna I, Hadil A, Katie W, Caelan M, Jessica K and Julia J.

### Grad Fees

All grad events are priced to cover costs for the event. Please use <https://www.schoolcashionline.com/> for payments.

### Financial Assistance

We understand that there are several additional costs in your child's graduating year and for some this puts significant pressure on the family finances. If this is you, please speak with your child's Vice Principal.

### Grad Valedictorian

A Valedictorian is a representative of the graduating class who speaks on behalf of the graduates at the Grad Ceremony. This honour recognizes an outstanding representative of the graduating class who has attended Mouat for at least the past two years, has a high academic standing, demonstrates Mouat spirit, has an ability to communicate well, demonstrates leadership ability, excels in a variety of curricular and extra-curricular activities and is overall a "well-rounded" student. Teacher nominated students will be reviewed by a committee of staff members who will present a short list of candidates to the Grade 12 students for their vote.

### Yearbook, Blurbs & Baby Photos

Grads will be able to leave a memorable message of 250 characters or less with your grad photo in the yearbook. Blurbs and baby photos must be emailed to Ms Coleman by Friday March 3<sup>rd</sup>: [courtney.coleman@abbyschools.ca](mailto:courtney.coleman@abbyschools.ca)

To avoid disappointment by having your write-up altered and/or refused for the yearbook, please adhere to the following rule: ***Anything that alludes, or that might be seen to allude, to drugs, alcohol, and/or other issues that are in opposition to the student code-of-conduct at WJMS will be edited and/or refused.***

**Tip:** A yearbook is a memento and while you might know who JB is in 2023, you may be mystified by who it is when you look back at it in 2039. Try to stay away from using abbreviations for your entire write-up.

### STEPS FOR THE WRITE-UP:

**1. Microsoft Word:** Type your **NAME** in big font at the top. Then, paste your baby photo underneath. Below your baby photo you will add a MAXIMUM of **250 CHARACTERS, not words, CHARACTERS, one letter, number or space is one character**, for your grad write-up. (You can use Microsoft word character count to verify, try to avoid using all abbreviations.) Scanners are available the library if you need to scan in your baby photo. Please make sure your picture is saved as a jpeg file with a resolution of 300 dpi if possible.

**2. USE SPELL CHECK,** re-read and have someone else double check and proof your write-up before sending it in. We will not allow changes once your write-up is submitted

### **Grad Photos**

Grad Photos will be separate from the regular school photos and will occur January 3 to 12, 2023. Grad Photo appointments will be made online. Retakes are available February 22 & 23. You MUST have your picture taken here at the school to be on the grad composite and in the yearbook – this is a FREE service. There is a \$40 sitting fee if you want to purchase grad picture packages.

### **Grad Clothing**

We have already placed our first grad clothing order of the year. Our second order will be placed on Friday February 24, 2023. Ordering will reopen on Wednesday February 4, 2023.

### **Optional: Dry Grad – Semi Formal Dinner and Dry Grad**

**Date:** TBA

**Cost:** \$65.00

Night to Remember is an event that takes place at W.J. Mouat. It usually runs from 5:00 pm to 12:00pm and is an alcohol and drug free event for Mouat Grads only. Each grade 12 student purchases a ticket that enables them entrance into the event. Once they enter, they do not leave until the event is over. The event provides food, entertainment, activities, and prizes for the students. The event is organized and run by parents and guardians of the grad students. Many of the items, food, activities, and prizes are donated by either the local community or by parents themselves. The rest is purchased from the funds that are collected from the sale of the tickets for the event.

We will need many parent volunteers to run the dry grad event. Please sign up under the following categories: food and drink, security, entertainment, swag bags, set up, clean up, décor and theme.

Thank you to the many parents who have already volunteered. If you are still interested in signing up and helping out, please complete this form: <https://forms.office.com/r/CXySnxDLAL>

### **Optional: Grad Day in May**

**Date:** TBA

**Cost:** estimated \$30.00

This event will include a BBQ, carnival style games and inflatables as well as outdoor movie in our parking lot. More information coming soon.

### **Optional: Hawk Walk and Prom**

**Date:** Monday June 26, 2023

**Time:** 3:00pm to 10:30pm

Families of students attending Prom are invited to our Hawk Walk on Monday, June 26 from 3:00 - 4:30 pm. This is a wonderful opportunity where parents and students can take photos with all the Grads and their families before departing for Prom. The Prom is a formal event where students get to dress up and spend a very memorable evening together. ALL grads and guests are bussed to and from the event. There are no exceptions.

This is an event that is free of drugs and alcohol. Students who come to this event under the influence or in possession of drugs or alcohol will not be admitted or allowed to attend Prom.

3:00pm Red Carpet Arrival (Front Entrance)  
4:30pm Load buses  
4:45pm Depart for Newlands Golf and Country Club  
5:30pm Arrive at Newlands Golf and Country Club  
6:00pm PROM!



## Prom Guest Applications

Graduates who would like to have a guest attend prom with them that is not a member of the Grad class of 2023 at Mouat must complete a Prom Guest Application/ Approval Form. The forms will be available in early May and are due by May 31<sup>st</sup>. Mr. Gill and Committee will verify the information provided and approve or decline the forms. Once approved, the guest prom fee will appear on their appropriate students SchoolCash Online account for payment. All payments must be completed by June 15.

## Grad Ceremonies

### Eligibility for participation in Grad Ceremonies:

To be considered “eligible for graduation” each student must

- *be completed their numeracy and literacy assessments*
- *be no less than 80% completed your online course work by May 1<sup>st</sup>.*
- *have or be currently in the process of completing all required credit classes by May 1st*
- *show your counsellor proof of registration in Summer School for one final course by June 1<sup>st</sup>.*

If you are not sure if you have completed the requirements, please see your counselor. There will be several opportunities to check and review transcripts prior to the June 1<sup>st</sup> deadline.

### Grad Ceremony Rehearsal

Students who are participating in the Grad Ceremony are required to attend on a rehearsal. Students At the rehearsal, we will practice where we will line up, what line you are in, and who you are standing beside. We need you there so we can see how you will fit in the rows. You will also learn the procedure for crossing the stage. You will be nervous enough as it is, but we will practice so you will be calm in the evening.

### Grad Ceremony and Convocation

**Date:** TBA

**Time:** TBA

**Place:** Abbotsford Entertainment Center

**Cost:** \$60.00

- includes, cap, gown, tassel to keep, 5x7 grad photo, 11x14 grad class composite, keepsake portfolio and 2 ceremony tickets

Things to know about Grad Ceremony night:

- If you want to take pictures, arrive early, and take the pictures with your family before the ceremony. You will not have the grad gown/stole after the ceremony.
- Each Grad will be given a professional photograph of themselves on the stage by Vibrant Photography
- Out of respect for everyone in attendance, during the ceremony, air horns and other loud instruments are strictly prohibited.
- Come to the ceremony already dressed in your gown with personal clothes underneath.

### Ceremony Gowns

To cross the stage for this formal ceremony, we need to order you a gown. This form will tell us your height (with shoes on) which will help us order you the right length gown. School fees etc. must be paid for us to finalize your order in April. You will receive your cap and gown in the library during the week of the ceremony.

9:45pm Depart for WJM

10:30pm Arrive at WJM

This is an event that is free of drugs and alcohol. Students who come to this event under the influence or in possession of drugs or alcohol will not be admitted or allowed to attend Prom.