

Fort Saskatchewan High School



Graduation 2017

TABLE OF CONTENTS

FORWARD	3
ALBERTA HIGH SCHOOL GRADUATION REQUIREMENTS.....	4
CERTIFICATE OF HIGH SCHOOL ACHIEVEMENT REQUIREMENTS	5
GRADE 12 DIPLOMA EXAMS	6
HOW TO SIGN UP FOR ALBERTA EDUCATION’S myPass	7
SCHOLARSHIPS AND AWARDS.....	9
GRADUATION FEE	10
GRAD LEGACY PROJECT	10
GRAD WEAR.....	11
COMMENCEMENT GOWNS.....	11
GRAD PORTRAITS.....	12
RINGS.....	12
THE BUZZ	13
CLASS VALEDICTORIAN	13
GRAD TICKET SALES.....	14
GRAD REHEARSAL.....	14
ALCOHOL/ SUBSTANCE USE	14
COMMENCEMENT CEREMONY – OVERVIEW	15
PROM - OVERVIEW.....	16
GRAD COMMITTEE.....	17
STAFF GRAD ADVISORS	17
DATES TO REMEMBER.....	18

FORWARD

Graduation, or Commencement, is primarily an academic celebration where your educational achievements are recognized. Because it is a ceremony for the conferment of diplomas, students participating in the Commencement Ceremonies must be on track to earn the Alberta High School Diploma, Certificate of Achievement, or Certificate of School Completion.

To make Commencement a meaningful event, your active participation is needed. You can participate by:

- understanding the Graduation requirements as outlined by Alberta Education at <http://education.alberta.ca/students/grad/>
- keeping informed by:
 - listening to morning announcements (or reading them at www.forthigh.ca, in the library, or posted on the bulletin board outside the main office),
 - checking the website for updates, especially the Grad subtab under the Students tab,
 - reviewing postings on the grad bulletin board (across from the Links room), and
 - paying attention to any updates you or your parents may receive through email and/or SynreVoice.
- contributing to planning and/or attending grad activities.
- providing input when your opinion is sought.
- cooperating with the Grad Committee.

ALBERTA HIGH SCHOOL GRADUATION REQUIREMENTS

Here are the minimum requirements for a student to attain an Alberta High School Diploma. The requirements for entry into post-secondary institutions and workplaces may require additional and specific courses.

100 Credits including the following:

ENGLISH LANGUAGE ARTS - 30 Level (English Language Arts 30-1 or 30-2)

SOCIAL STUDIES - 30 Level (Social Studies 30-1 or 30-2)

MATHEMATICS - 20 Level (Mathematics 20-1, Mathematics 20-2 or Mathematics 20-3)

SCIENCE - 20 Level (Science 20, Science 24, Biology 20, Chemistry 20 or Physics 20)

PHYSICAL EDUCATION 10 (3 credits)

CAREER AND LIFE MANAGEMENT (3 credits)

10 Credits in any Combination from:

- Career and Technology Studies (CTS)
- Fine Arts
- Second Languages
- Physical Education 20 and/or 30
- Knowledge and Employability
- Locally developed acquired and locally authorized courses in CTS, fine arts, second languages or Knowledge and Employability courses
- Registered Apprenticeship Program

AND 10 Credits in any 30 - Level Course

(In Addition to a 30 - Level English Language Arts and a 30 - Level Social Studies Course as specified above)

- 30 Level Locally Developed/Acquired and Locally Authorized Courses
- Advanced Level (3000 Series) in Career and Technology Studies Courses
- 30 - Level Work Experience
- 30 - Level Knowledge and Employability Course
- 30 - Level Registered Apprenticeship Program (RAP) courses
- 30 - Level Green Certificate Specialization
- Special Projects 30

For more information please see <http://education.alberta.ca/admin/resources/guidetoed/>

If you have any questions, please speak with Ms. Devries in Student Services.

CERTIFICATE OF HIGH SCHOOL ACHIEVEMENT REQUIREMENTS

Here are the minimum requirements for a student to attain a Certificate of High School Achievement. The requirements for entry into post-secondary institutions and workplaces may require additional and/or specific courses.

80 Credits including the following:

ENGLISH LANGUAGE ARTS 20-2 or 30-4

SOCIAL STUDIES 10-2 or 20-4

MATHEMATICS 10-3 or 20-4

SCIENCE 14 or 20-4

PHYSICAL EDUCATION 10 (3 Credits)

CAREER AND LIFE MANAGEMENT (3 Credits)

5 credits in:

- 30 - Level Knowledge and Employability occupation course, or
- 30 - Level Career and Technology Studies (CTS) course
- 30 – level locally developed/ acquired and authorized course with an occupational focus

AND 5 credits in:

- 30 - Level Knowledge & Employability Workplace Practicum course, or
- 30 - Work Experience course, or
- 30 – Level Green Certificate course, or
- Special Projects 30

OR 5 credits in 35-level Registered Apprenticeship Program (RAP) course

For more information please see <http://education.alberta.ca/admin/resources/guidetoed/>

If you have any questions, please speak with Ms. Devries in Student Services.

GRADE 12 DIPLOMA EXAMS

Quick Facts for Students and Parents/Guardians

What are Diploma Exams?

Diploma Exams are administered to students in select grade 12 courses and have three main purposes:

- to certify the level of individual student achievement in selected grade 12 courses;
- to ensure that province-wide standards of achievement are maintained;
- to report individual and group results.

When are Diploma Exams administered?

Diploma Exams are administered annually in January, April, June, August, and November according to the schedule posted in the *General Information Bulletin* at

<https://education.alberta.ca/diploma-exam-administration/general-information-bulletin>.

Are there any practice questions available to students before writing Diploma Exams?

Yes. Students can try out the released questions from previous Diploma Exams that are located at

<https://questaplus.alberta.ca/PracticeMain.html>.

How will results from Diploma Exams be shared with students?

Approximately 3 weeks after the administration of Diploma Exams, student results are available on myPass at <https://mypass.alberta.ca>. For assistance with myPass, contact the Client Services Help Desk at 780-427-5318 (Dial 310-0000 to be connected toll-free from outside the Edmonton area.)

Want to know more?

More information and resources for Diploma Exams are available on the Alberta Education website at

<http://education.alberta.ca>.

The personal information collected in the Diploma Examination program is collected pursuant to section 33(c) of the *Freedom of Information and Protection of Privacy Act* (RSA 2000, C. F-25). This information will be used for the purpose of administering the Diploma Examination program as well as support programs and policy evaluation and measurement.

Questions regarding the program and the collection, use and disclosure of information may be directed to the Director, Diploma Examination Program, Student Learning Standards, Alberta Education, 6th Floor, 10044 -108 Street, 44 Capital Boulevard, Edmonton, AB T5J 5E6 or by telephone at 780-422-5160.

(Dial 310-0000 to be connected toll-free from outside the Edmonton area.)

HOW TO SIGN UP FOR ALBERTA EDUCATION'S myPass

myPass is an Alberta Education secure self-service website for Alberta high school students to:

- ✓ View and print diploma exam result statements
- ✓ Order transcripts
- ✓ View progress towards a credential (diploma or certificate)
- ✓ View student personal information
- ✓ View and print a detailed academic report (DAR)
- ✓ Order additional copies of a credential

There are two ways to register for **myPass**.

To enroll online, access the following link myPass.alberta.ca – ensure you have your Alberta Student Number (ASN – 9 digit number assigned by Alberta Education) handy.

If this is your first time accessing the **myPass** site, you will need to register and request an Access Code. This request is processed by mail and it will take 1-2 weeks before you can gain access. Register now so that when you want to get information, you already have access!

The screenshot shows the myPass website interface. At the top, it says "You are not Connected to a Student" and provides a link for help. Below this, there are two main sections: "I'm a student" (highlighted in blue) and "I'm a family member or a guardian" (in grey). The "I'm a student" section has two columns. The left column is for users who "Have an Access Code? Connect now!" and includes a link to "Have a 4 digit PIN instead?", a text input for the "Alberta Student Number" (with an example: 1234-5678-9), a text input for the "Access Code", and a date of birth input (YYYY/MM/DD). Below this is a "Connect!" button. The right column is for users who "No Access Code? Request a Connection!" and has a "Request" button. A note below this button states: "Please note: There is a verification process that will take 1-2 weeks before you can gain access." The "I'm a family member or a guardian" section has a "Request a Connection to a Student!" button with a "Request" button below it. At the bottom, there is a footer with contact information and a privacy notice.

This is the part you want to use if you have not already been given an Access Code/PIN.

VERY IMPORTANT: Alberta Ed uses the current information sent by your school. Make sure this address is up to date to receive the letter with your access code.

Alberta Government | myPass MY EDUCATION, OUR FUTURE

Home > Connect to Student

Connect to Your Student Information

Gain access to your student information by completing a connection request.

Identify Confirm Done

What do I need to connect to my student information?

To connect to your record to view your student information on myPass, you must have the following:

- Your Alberta Student Number (ASN) and your date of birth
- Your current mailing address on file with Alberta Education

How do I connect to my student information?

- Complete the following form. This is a one-time setup that verifies your identity as the student.
- You will receive an email that contains an activation link.
- You will receive a letter to your current mailing address that contains a PIN within 1-2 weeks. You may then click on the activation link to enter the PIN to complete the connection.

Alberta Student Number
Example: 1234-5678-9

Date of Birth
YYYY/MM/DD

Next >

[Click here to make this request at this time](#)

What is my current address?

If you are currently enrolled in an Alberta high school, contact your school to confirm your mailing address on file with Alberta Education.

Otherwise, submit the appropriate [Student Request Form](#) to update your address.

Personal Information Management

The personal information collected by myPass is collected pursuant to section 33(c) of the **Freedom of Information and Protection of Privacy Act (RSA 2000, C. F-25)**. This information will be used for the purpose of administering access to and provision of online transcript and student records services. Questions regarding the collection of personal information may be directed to the Director, PASI and Student Records Alberta Education:

- By mail: 11th Floor, 10044 -108 Street, 44 Capital Boulevard, Edmonton, AB T5J 5E6
- By e-mail: transcriptsanddiplomas@gov.ab.ca
- By telephone at 780-427-5736. (Dial 310-0000 to be connected toll-free from outside the Edmonton area).

Insert your ASN here – you can find this number on a report card and your Student ID card.

If you have NOT confirmed the address on file at your school office is the correct address, you are unable to confirm it from this portal. For this reason, it is best to check with the school office before completing this online form.

Alberta Government | myPass MY EDUCATION, OUR FUTURE

Home > Connect to Student

Connect to Your Student Information

Gain access to your student information by completing a connection request.

Identify **Confirm** Done

Confirm Your Address

Alberta Student Number

Date of Birth

Based on the information you entered, we have determined the address we have on file for you is effective as of:
19 NOV 2014

If you have not changed your address since the date shown above, click on *Submit Connection Request* below to submit your connection request for the Alberta Student Number displayed.

If you are not certain that the address Alberta Education has is correct, submit the appropriate [Student Request Form](#) to update it.

[< Back](#) **Submit Connection Request**

[I do not wish to complete this request at this time](#)

Why can't I see the address?

For privacy reasons, we cannot show the student's address. You can confirm whether it is correct based on when it was last updated for the school and/or Alberta Education.

Click Submit and your Access Code will be on its way!

SCHOLARSHIPS AND AWARDS

Fort Saskatchewan High School recognizes and honours outstanding achievement in both curricular and extra-curricular areas. Each year, through scholarships and awards, approximately \$50,000 is given to Fort High students.

Alexander Rutherford Scholarships are funded by the Province of Alberta. Requirements can be obtained at Student Services. There are no application deadlines; please apply on-line at www.studentaid.alberta.ca once you have been accepted by your preferred post-secondary institution.

Elk Island Honour Certificates are given to students achieving an average of 80% or higher in specific courses. The student shall have met the requirements of an Alberta Education Diploma. Blended marks will be used for all grade 12 Alberta Education diploma examination subjects.

In November, Subject Awards are presented to students in each subject.

In June, Athletic Awards are given for outstanding achievement in school team and individual sports.

Scholarships and bursaries available from community agencies and post-secondary institutions can be researched at alis.alberta.ca/hs/fo/pay/scholarships.htm.

Student Aid Alberta helps eligible students achieve their educational goals through student loans. Visit alis.alberta.ca/hs/fo/pay/loans-grants.html for more information.

GRADUATION FEE

All school and graduation fees must be paid by April 18th in order to participate in the Commencement Ceremony. The grad fee is \$75.00, which was added to the student's Acorn account at the beginning of the school year.

The grad fee covers the following:

- Gown and stole rental
- Memento cap and tassel purchase with the commencement year charm
- Commencement cover and insert
- Printing of programs and tickets
- Shipping and GST costs
- Facility rentals (partial)
- Photographer at grad, and
- Grad rehearsal lunch (during the lunch hour in the week before grad).

School fees, including the graduation fee, can be paid through our online payment system – ACORN – which is accessible through the PowerSchool Parent Portal. Parents who prefer not to make online payments can pay in the office by cash, cheque, debit, or credit. Please contact Mrs. Cooke with any questions.

GRAD LEGACY PROJECT

What great things do you want your grad class remembered for? Working together on a Grad Legacy Project is a great way to leave a positive mark in your community and build lasting memories of your final year at Fort High. Recent grad classes have worked on beautifying the school grounds as well as refurbishing our Memorial Garden, an area to honour people who have been a part of the Fort High Community and have passed away. This year's project will be determined by the Student Grad Committee. Interested grads will meet to discuss ideas for projects and ways to raise funds to see them accomplished. Watch for news regarding this year's Grad Legacy Project and get involved!

GRAD WEAR

We are excited to offer new options in Grad Wear this year. We will be using the vendor YourSchoolGear.ca (Entripy Shops) to manage our grad wear sales. Simply go <http://fortsaskatchewanhs.entripyshops.com/> and start selecting the Grad Wear you wish to purchase. There are more options than ever before!

COMMENCEMENT GOWNS

Eligible grade twelves will wear a rented gown and stole as well as a purchased cap and tassel during the Convocation Ceremony. All Grads will be measured for their gowns during the Grad assembly on Tuesday, February 7. Grads who will not be here in second semester, please go to the office to be measured before this. It is your responsibility to get measured.

The Commencement Gowns, stoles, and caps will be brought to the Winspear by the Staff Grad Committee for Grads to pick up shortly before the Commencement Ceremony. They will be located in the Gown Room backstage. You will be given instructions about where to enter, etc. during the rehearsal lunch.

Grads have purchased the cap and tassel and may take them home after the ceremony. The rented gown and stole must be returned following the ceremony - before you leave the Winspear. When you are ready to return your gown and stole, please return them to the representatives from Gaspard or the Fort High School Staff volunteers in the Gown Room backstage.

GRAD PORTRAITS

A photographer from Icon Experience Photography will come to the school to take individual portraits. Every grade twelve student **must** have their picture taken during this time for the composite picture, the local newspaper, and the yearbook.

If you do not wish to purchase portraits and just need a picture for our wall composite and yearbook, pop in sometime between January 23-27 (no appointment required) and get a quick photo taken (at no cost to you). You are under no obligation to order any further photographs from this photographer.

If you plan on ordering portraits, book an appointment at www.iconexp.com. Appointments can be booked online beginning mid-December. The photographer will be here during exam week (January 23-27). A \$30 deposit is due at the time of the session and will be applied to your order. Be sure to visit Iconexp.com/graduation for tips on what to expect and how to prepare for the session.

If needed, re-takes will be Feb. 27 & 28.

It is very important that **ALL** grads have their picture taken. If you do not have your picture taken, you will not be part of the class composite.

RINGS

Class rings are one way to commemorate your final year of high school. A representative from Jostens will come to the school with samples and information about class rings. If you would like to look at ring options, visit Jostens.com. A \$60 deposit is required at the time of ordering. You are under no obligation to order a ring from this representative. This is an additional cost and varies as to the style of the ring.

THE BUZZ

Last year Fort High pioneered an online magazine, The Buzz, as a more cost-effective, current alternative to a printed yearbook. The issues covered sports, activities, fund-raising campaigns, band, drama and musical theatre, day-to-day happenings around the school, and grad, using pictures, words and video clips.

Reaction was highly positive from students, parents and staff – they liked the range and timeliness of our coverage, they liked having access through mobile devices, and they particularly liked the videos. Fort High sent out a parent and student survey in June of last year, and almost two-thirds of the 80-plus respondents preferred The Buzz to a traditional yearbook.

Accordingly, Fort High will be covering events this year only through multiple issues of The Buzz (the first one should be out around the end of October.) We will not be publishing a traditional yearbook for 2016-17. Remember that all issues of The Buzz are downloadable and printable (minus the videos, of course). You can choose to print one page, or the whole issue – it's up to you. If you would like to view past or current Issues please visit FortHigh.ca/the-buzz.

CLASS VALEDICTORIAN

The Valedictorian of Fort Saskatchewan High School will be a grade 12 student who meets the following criteria:

1. Academic average is one of the top 3 at FSHS, using the following subjects:
 - o English 30-1,
 - o At least three of the following: Social 30-1, Math 30-1, Math 31, Science 30, Biology 30, Chemistry 30, Physics 30, any second language at the 30 level,
 - o One course with a minimum 5 credit value at the Grade 12 level (3000 or 6000 series) including those listed above and advanced CTS courses.
2. Has been actively involved in the extra-curricular life of Fort High and/or the community of Fort Saskatchewan.

The Valedictorian is chosen by the staff Grad Committee. She/He will be notified in April and will work with school personnel to prepare the valedictory address.

GRAD TICKET SALES

There are two types of tickets to be purchased in order to participate in the full day of Grad:

The **Ceremony tickets** will provide entrance into the Winspear for the Convocation Ceremony. This ticket must be purchased for any guests that the grad invites to the ceremony. Grads do not need to purchase a ticket for themselves as it is included in their grad fees. There is no limit to the number of tickets each grad can purchase for guests. The price of tickets will be determined later in the year. We will be using assigned seating this year, so plan to purchase tickets soon after they become available in order to get the best selection.

The **Prom tickets** will provide entrance into the Fort High Gym where the Prom will be held. This is a celebration meant for Grads, friends, and family. Again, this ticket must be purchased for any guest the Grad invites to the Prom. Grads do not need to purchase a ticket for themselves as it is included in their grad fees.

Tickets will be on sale May 15th – May 26th. Payment can be made in the office by cash, debit, cheque, MasterCard, or Visa. Online payment can also be made. If you would like to purchase tickets online through the PowerSchool Parent Portal, just call the school so the appropriate amount can be added to the student's account.

GRAD REHEARSAL

This is a mandatory assembly for all graduating grade 12 students held on June 6th. The rehearsal will begin shortly before lunch and last the entire lunch period. Lunch will be provided for all grads. During this assembly, grads will be made familiar with the order of events for the Commencement Ceremony on the following Saturday as well as given any last-minute information about Graduation day.

ALCOHOL/ SUBSTANCE USE

Elk Island Public Schools has a zero tolerance for alcohol or mood-altering substances at any Elk Island event. Fort Saskatchewan High School Graduation falls under this policy. If anyone is found to be intoxicated or suspected of being intoxicated they will be asked to leave the graduation event and not allowed back into the venue and appropriate school consequence will be assessed. If this happens there will not be any refund of fees paid for the event.

COMMENCEMENT CEREMONY – OVERVIEW

The Commencement ceremony will take place on Saturday, June 10th. It will be held at the Francis Winspear Centre for Music in Edmonton.

The timeline for the afternoon is as follows:

12:30 p.m. - Winspear doors open.

1:00 p.m. - Grads make their way backstage to get ready for the ceremony; doors to the main auditorium open for guests to be seated. Check your tickets for seat row and number. There will be ushers available for assistance in finding your seat.

1:30 - 3:00 p.m. - Convocation Ceremony.

For information on parking in the area, please visit the 'Plan to Visit' tab on the Winspear's website. We would like to emphasize the importance of planning ahead to avoid stress and confusion on the day of Grad.

Commencement photos –

- There will be a photographer on stage during the Commencement ceremony taking photos of each grad as they cross the stage. These photos will be made available at not charge a couple of weeks after graduation.
- The Winspear is very close to several downtown locations that are ideal spots for photos. Families are encouraged to consider the Lee Pavilion Atrium in the Citadel, the fountains at City Hall, or similar locations as alternative spots for photos.

There will be time after the ceremony for Grads and their friends and families to have dinner before the Prom starts back in Fort Saskatchewan.

PROM - OVERVIEW

We are looking forward to coming back to the school on the evening of Grad and celebrating during the Prom!

7:00 pm Doors will open.

7:30 pm Gather for the Grand March, followed by the escort dance and parent dance to officially start the evening.

This is an event meant for grads, friends, and family. There will be great music and great company. There will also be a Photo Booth available where you can pose with family and friends for fun, casual photos.

GRAD COMMITTEE

Students of the Commencement class are invited to participate in planning the Legacy project, social events, the Commencement ceremony, and the Prom. All interested grads are invited to attend Grad Committee meetings, usually held Fridays at lunch. The Grad Committee will ask for input from any and all members of the Commencement class when input is needed. Based on this input, the Grad Committee will coordinate the following:

Legacy Project

- Decide on a project
- Plan and participate in social events designed to both raise money for the legacy project and build cohesiveness as a class.

Commencement Ceremony

- Student performers at Grad
- Music to be used before, during, and after ceremony
- Speakers and MCs

Prom

- Decorating theme
- Decorations/layout for the evening
- Songs to be used for first dances (Grad and date, Grad and parent)

STAFF GRAD ADVISORS

Please contact the following Staff Commencement Advisors with any questions or concerns:

Mrs. Williams (Library)

Mr. Christenson (Art room)

Mrs. Cooke (Office)

Mrs. DeVries (Student Services)

Mrs. McGrath (Student Services)

DATES TO REMEMBER

November 23 & 24 – A representative from Josten’s Rings will be at the school.

December 12 – First Grad list posted.

January – Book appointment for Grad portraits.

January 23-27 – Grad portraits.

February 7 @ 1:30 – Grad assembly.

Early March – Grad Packages distributed.

February 27 & 28 – Grad Photo retakes.

March 22 @ 7 p.m. – Grad Parent meeting in the Fort High Library (please note date change).

March 23rd – Grad Packages handed in to the office.

April 18th – Final Grad list posted (Grad fees must be paid and Grad requirements on track by this date).

May 15th - May 26th – Grad Ticket Sales.

June 6th – Grad Rehearsal (mandatory).

June 10th – Grad!