# GLENEAGLE GRADUATING STUDENTS IMPORTANT INFORMATION FOR YOU:

### 1. <u>https://www.bced.gov.bc.ca/exams/tsw/tsw/student/</u>

Login to this site if you have not already done so. Create your own account using your Ministry of Education PEN #. Check exam schedules, your Provincial Exam marks, credits, and other information pertinent to your education and graduation; do PSI selections, and obtain additional transcripts and Dogwood Certificates from the Ministry after graduation. (Certified copies of transcripts with a Gleneagle stamp can also be obtained from the school for a lesser fee).

After graduating, your <u>Dogwood (Graduation) Certificate</u> is sent directly to the school at the end of July. Please pick this up in mid-August. <u>Transcripts:</u> one copy is mailed to the school for retention with your records, and one to your home, also at the end of July. Keep your copy for yourself; do not give it to any PSIs, instead have them make a photocopy of it.

Note that Dogwoods and transcripts are issued in your LEGAL name by the Ministry.

#### 3. Address and other personal information

It is <u>very important</u> that your mailing, contact, and phone information is up-to-date at school not only while attending but also afterwards so that documents can be mailed to the correct address. It is particularly important for International Students and any students leaving the country or province to leave a forwarding address with the school office and/or International Education.

### 4. <u>PSI Choices Form (Post-Secondary Institutions Selections Form)</u>:

Provide your official transcript to those post-secondary institutions you are considering attending by completing an electronic PSI Selections form on the <u>Student Secure Web</u> on the Ministry of Education Website. This electronic PSI selections form is completed by students who expect to graduate this year and are applying to a Post-Secondary Institute. The Student Secure Web has more information on how to do this and DEADLINE dates.

#### 5. TVR's: (Transcript Verification Reports)

Issued by the Ministry of Education in November and May. It is VERY IMPORTANT that you review this document and go over it with your counsellor. It is a preview of what your official transcript will look like; reviewing it with the counsellor will identify errors/omissions that require correction prior to end of the school year. You can access these on the <u>Student Secure Web</u>.

- 6. Graduating in January? Marks are not received until the first week of March, with Dogwoods and transcripts being issued several weeks later. Ensure you complete Grad Transitions! Do NOT leave the school without seeing your counsellor and completing a withdrawal form.
- 7. If you are not graduating in June and are taking a summer school course and expect to graduate in August and plan to apply to a Post-Secondary Institute in September, keep in mind that you will not receive your transcript and Dogwood from the Ministry until well into the fall.
- 8. If you need to contact the school after June, please email <u>dfraser@sd43.bc.ca</u> the records person is in the school throughout most of the summer; counsellors and administrators are not.

## CALENDAR DATES

281" Scholarship mtg. 12:10 (lunch) in the LibraryOCTORRImage: Constraint of the part of the second of t	SEPTEMBER	
10  Loran Scholarship Application due    16  UBC Info Session 6:00 – 7:00pm in the Library    18  PSI Mini Fair 6:30-8:00pm in the MPR (Invite parents)    23  University of Toronto National Book Award Application due    23  Western University info session 12:10 Front Foyer    25  University of Guelph info session 3:45 Library    NOVEMBER    21  2 <sup>nd</sup> Scholarship mtg. in the Library:12:10 (lunch)    28  University of Alberta 3:40 in the Library    10-17  Graduation Photos with Artona Book on-line http://artona.com/schools/GEAG    DECEMBER    1  U.B.C. Major Entrance Scholarship application deadline    22  Grad Transition assignment due for Early grad Student    JANUARY    11  3 <sup>rd</sup> Scholarship meeting 12:10 in the Library    12  Early GT Exit Interviews must be completed    18  Schulich Scholarship application due    15  Application deadline for U.B.C.    15  SFU Major Entrance Scholarship deadline    FEBUARY	28	1 <sup>st</sup> Scholarship mtg. 12:10 (lunch) in the Library
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