

## **GUIDELINES FOR AWARDING A CERTIFICATE OF COMPLETION FOR AN INDIVIDUALIZED SENIOR YEARS PROGRAM**

- The eligibility for the certificate of completion for an Individualized Senior Years Program must be approved by the principal of the senior years program in which the student is enrolled.
  
- Students who receive the certificate are only those who did not follow the provincial curriculum because of their cognitive disability and who would not acquire the credits required to graduate.
  
- The student must have been eligible to receive and been identified as having an Individualized Programming designation. Refer to the document, *Towards Inclusion; A Handbook for Individualized Programming Designation, Senior Years (1995)*.
  
- The parents, and students when appropriate, will have participated in transition planning process as outlined in the interdepartmental protocol *Manitoba Transition Planning Process for Students with Special Needs Reaching Age 16*.
  
- The student must have completed at least 4 years in the senior years program or have reached the maximum eligibility of age 21 during the current calendar year. *The Public Schools Act*, Section 259 states that "a person ... has the right to attend school from the beginning of the fall term of that year until the last school day of June in the year in which the person becomes 21 years of age."
  
- This certificate is not to be provided to students who do not have a cognitive disability, or to those students who receive credits with a Modified (M) course designation. It is not intended for students who are leaving school without having acquired the necessary credits to receive a Manitoba diploma.