

March 2007

TO: Superintendents of Education  
Principals of Schools (Grade 12)  
Student Services Administrators  
First Nations Education Authorities  
Funded Independent Schools

Dear Colleagues:

In the past few years the question of appropriately recognizing the achievements of students with special needs who do not acquire high school credits has been raised each year as graduation ceremonies across the province are being planned. In the spring of 2005 Superintendents and Student Services Administrators were consulted and there was overwhelming support for the development of a certificate that recognized the achievements of students who receive an Individualized Programming designation as different from those who acquire credits in the Senior Years Program.

I am pleased to announce that Manitoba Education, Citizenship and Youth will be introducing a certificate of completion for an Individualized Senior Years Program, effective this school year. This certificate recognizes the achievement of students with significant cognitive disabilities who benefit from a highly individualized and functionally appropriate learning experience.

This certificate has been developed to recognize the programming of students who did not follow the provincial curriculum and who would not acquire the credits required to graduate with a provincial diploma. Students who receive a certificate of completion for an Individualized Senior Years Program have their educational programming identified through individualized outcomes that are recorded in their Individual Education Plan (IEP) and have received an Individualized (I) programming designation reported on their transcript.

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Please find enclosed for your information guidelines for awarding the certificate which will be available through the Manitoba Text Book Bureau for the Spring of 2007.

I strongly encourage each principal to arrange for this information to be shared with parents of the students who will be receiving the new certificate so that they are aware of the change prior to graduation.

If you have any questions please contact Marilyn Taylor, Coordinator of the School Support Unit, Program and Student Services Branch at (204) 945-7921 or toll free at 1-800-282-8069, extension 7921 or [marilyn.taylor@gov.mb.ca](mailto:marilyn.taylor@gov.mb.ca).

Sincerely,

*Original signed by*

Honourable Peter Bjornson  
Minister  
Education, Citizenship and Youth