

This table outlines curriculum tools, mechanisms, and policies to support career and employment related goals for learners in Adult Learning Centres.

Tools, Mechanisms, and Policies	Description	Resources
Mature Student High School Diploma	<p>For an eligible learner to obtain a <i>Mature Student High School Diploma</i>, they will need eight (8) credits to graduate.</p> <ul style="list-style-type: none"> • Four (4) Grade 12 credits: <ul style="list-style-type: none"> - Grade 12 English Language Arts - Grade 12 Math - Two Grade 12 electives <p>PLUS</p> <ul style="list-style-type: none"> • Four (4) credits: Electives from Grades 9-12 	Grade 9 to Grade 12 Mature Student Graduation Requirements (2025)
Subject Table Handbook: English Program Subject Table Handbook: Technology Education Program	<p>The <i>Subject Table Handbook: English Program</i> is updated annually in advance of each school year and provides subject codes for courses developed by Manitoba Education and Early Childhood Learning and courses approved or registered by the department.</p> <p>The <i>Subject Table Handbook: Technology Education Program</i> is a separate handbook and is used by Senior Years schools with approved Technology Education Programs.</p>	Subject Table Handbook: English Program Manitoba Education and Early Childhood Learning Subject Table Handbook: Technology Education Program Manitoba Education and Early Childhood Learning
Recognition of Prior Learning (RPL)	Recognition of Prior Learning (RPL) is a process that involves the identification, documentation, assessment, and recognition of learning acquired through work and life experience.	Adult Learning and Literacy Manitoba Advanced Education and Training

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School Initiated Course (SIC)	A School-initiated Course (SIC) is a course developed by the professional staff of an Adult Learning Centre to meet local needs.	SICs and SIPs Manitoba Education and Early Childhood Learning
Student Initiated Project (SIP)	A Student-initiated Project (SIP) is a project initiated by a student in an area of special interest not provided in the Senior Years curriculum. A SIP is initiated and written by the student with the assistance or guidance of the professional staff at an ALC.	SICs and SIPs Manitoba Education and Early Childhood Learning
Community Service SIP and Cultural Exploration SIP	Learners can earn high school credit by volunteering for worthwhile causes or organizations or enhancing their knowledge of their own cultural origins or a cultural group.	SICs and SIPs Manitoba Education and Early Childhood Learning
Career Development: Life/Work Explorations Grades 9-12	Career Development courses provide learners with an opportunity to reflect on their interests and strengths, develop essential career competencies, link education to employment, learn about possible career opportunities, and gain expertise in the “real world”. Career development courses and credits enable learners at ALCs to graduate better prepared for their career/life transitions.	Career Development Manitoba Education and Early Childhood Learning
Career Development Internship (CDI)	The Career Development Internship (CDI) credit provides students with the opportunity to earn high school credit(s) for an unpaid internship. The CDI credit option is intended to recognize and encourage the skills development and experience students acquire through internships.	Career Development Manitoba Education and Early Childhood Learning

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Credit for Employment (CFE)	The Credit for Employment (CFE) credit provides learners with the opportunity to earn high school credit(s) for paid employment.	Career Development Manitoba Education and Early Childhood Learning
Grade 12 Career Development: Transitioning to the Workplace, University, and College	This course provides students with practical knowledge to help them transition successfully to the workplace after high school graduation or after completing post-secondary studies at a university, college, or private vocational institution (PVI).	Career Development Manitoba Education and Early Childhood Learning
Work Placement (unpaid)	<p>Work placement (unpaid) is one of several delivery mechanisms that may be used to achieve the learning outcomes in a high school course.</p> <p>A work placement component is most common in the Career Development courses, but it may form part of any department developed/approved course.</p> <p>The Department of Advanced Education and Training provides Workers Compensation coverage for learners on work placements. Adult Learning and Literacy sends information to ALCs every year.</p>	Contact Adult Learning and Literacy at all@gov.mb.ca for relevant forms.
High School Apprenticeship Program (HSAP)	The High School Apprenticeship Program (HSAP) is on-the-job and paid experience as a registered apprentice with an employer while earning credits towards a high school diploma. Upon graduation, learners are able to transfer their hours of HSAP on-the-job training to a Level 1 apprenticeship training program.	Province of Manitoba High School Apprenticeship Program

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Dual Credit Courses	Learners attending ALCs can take post-secondary courses that have been designated as “dual credits.” Upon the successful completion of the post-secondary course, a learner earns a post-secondary credit which also counts toward fulfilling the credit requirements for high school graduation.	Policy for Recognizing Post-Secondary Courses for Dual Credit
Manitoba Construction Sector Council (MCSC) Framer Certificate	<p>When documentation issued from the Manitoba Construction Sector Council confirming completion of the <i>Framer Certificate</i> is presented by prospective learners, ALCs and high schools may consider transferring <u>both</u> of the courses below for use towards the Mature Student High School Diploma or 30-credit high school diploma:</p> <ul style="list-style-type: none"> • Carpentry Fundamentals, 1.0 credit, Grade 10 • Framing, 1.0 credit, Grade 11 	Contact Adult Learning and Literacy at all@gov.mb.ca