# **ACADEMIC DUAL CREDIT APPLICATION**

(For programs/courses taking place in 2026-2027 School Year)

\*DEADLINE to Apply: **TUESDAY, MARCH 10**<sup>TH</sup>, **2026** 

\*Submit application to the SD38 Career Programs – c/o Learning Services @ Cambie Secondary School (in person or by email to <a href="mailto:careerprograms@sd38.bc.ca">careerprograms@sd38.bc.ca</a>)

THIS APPLICATION IS FOR: (SELECT ONE when completing page 3.)

_			<u> </u>
E	Early Childhood Education Intro Pgm	Intro to Health Science 1115 Course	Biomedical & Health Science Program
	Langara	KPU Richmond	KPU Surrey
	Business Program	Medical Lab Assistant Program	Health Care Assistant Program
	KPU Surrey	VCC Broadway	VCC Broadway

## This form is NOT FOR the KPU LinK38 Course or KPU STRIVE Course.

Each of these will have their own distinct application. Schools will be notified when these are available (and they will be posted on the Career Programs website <a href="https://careerprograms.sd38.bc.ca">https://careerprograms.sd38.bc.ca</a>).

### **BENEFITS TO STUDENTS**

- TUITION PAID by Richmond School District #38
- EARN DUAL CREDITS high school credits toward graduation + post-secondary credits
- **\*** EARN EMPLOYABILITY SKILLS / EARNING POTENTIAL
- ❖ GET AHEAD with your post-secondary studies while in high school

### STUDENT ELIGIBILITY CHECKLIST:

- Must be a Canadian Citizen or Permanent Resident. (If PR, must be valid and not expire during program.)
   International students are not eligible to apply unless indicated on next page.
- ☐ For most programs, only grade 11 students may apply to take in grade 12 (exceptions on reverse).
- Has a good attendance and punctuality record
- Meets (or currently be completing) all program pre-prerequisites for which student is applying
- Keen interest in career area supported by course or program for which student is applying
- ☐ Readiness/maturity for participation in a post-secondary environment
- Ability to commute to post-secondary campus location
- □ Strong English language skills to support success with program readings/assignments
- □ Able to cover costs for program participation (e.g. textbooks, school fees, transportation etc.)
  - \*\* Please tear off this sheet before submitting application \*\*
    KEEP A COPY OF THIS APPLICATION FOR YOUR RECORDS

# UNDERSTANDING THE PROGRAM / COURSE FOR WHICH YOU ARE APPLYING (Select one)

- Prior to applying, read specific program page on the Career Programs website: <a href="https://careerprograms.sd38.bc.ca/our-programs">https://careerprograms.sd38.bc.ca/our-programs</a>
- Must apply in Grade 11 and take in Grade 12 (exception is HSCI 1115 course; students may apply during Grade 10 or 11 school year to start summer prior to Grade 11 or 12)
- Student earns post-secondary credit + high school elective credits as indicated below

### Intro to Health Science (HSCI 1115) - KPU Richmond Intro to Early Childhood Education – Langara full-time **Length:** September – December (includes practicum) Length: Summer course + Fall culminating assignment and exit interview. (Student returns to home school in Sem 2) Dual Credits: Four Gr. 12 courses (16 credits) Dual Credits: One Gr. 12 course (4 credits) Admission Requirements: (prior to program start) Admission Requirements: (prior to program start) On track to meet all Grade 12 grad requirements Completion of Math 10 and a Language Arts 10 (min. "B") International students MAY apply but priority given to Completion of Language Arts 12 (min. 50%) or Language Canadian citizens and those with valid Permanent Arts 11 (min. "C+") If accepted, must: Residency Complete Criminal Record Review (Ministry of Public Safety If accepted, must: & Solicitor General) Be available during summer for all classes Complete First Aid Certificate for working with children Not take summer school course, as schedule conflicts

Biomedical & Health Science Program - KPU full-time	Business Program - KPU full-time
<b>Length:</b> February – June at KPU Surrey Campus (72 <sup>nd</sup> Avenue)	**IN DEVELOPMENT – Check website prior to applying**
(Student attends home school in Sem 1)	<b>Length:</b> February – June at KPU Surrey Campus (72 <sup>nd</sup> Avenue)
<b>Dual Credits:</b> Four Gr. 12 courses (16 credits)	(Student attends home school in Sem 1)
Admission Requirements: (prior to program start)	<b>Dual Credits:</b> Four Gr. 12 course (16 credits)
- On track to meet all Grade 12 grad requirements	Admission Requirements: (prior to program start)
- Completion of Language Arts 12 (min. C+), Biology 11 (min.	- On track to meet all Grade 12 grad requirements
"B") AND Chemistry 11 (min. "B")	- Completion of Language Arts 12 (min. C+)
- Biology 12 and Chemistry 12 recommended	- Completion of Business elective course(s) recommended
If accepted, must:	If accepted, must:
<ul> <li>Understand student does not get Spring Break holiday</li> </ul>	- Understand student does not get Spring Break holiday
- Have a keen interest in Biomedical & Health Sciences	- Have a keen interest in business studies

Medical Lab Assistant (MLA) – VCC full-time*	Health Care Assistant (HCA) – VCC full-time*
Length: May – December (includes practicum)	Length: September – April (includes clinical and practicum)
<b>Dual Credits:</b> 7 high school courses (28 credits)	<b>Dual Credits:</b> 7 high school courses (28 credits)
Admission Requirements: (prior to program start)	Admission Requirements: (prior to program start)
<ul> <li>On track to meet all Grade 12 grad requirements</li> <li>Language Arts 12 – minimum "B" grade</li> <li>Biology 12 – minimum "C" grade</li> </ul>	<ul> <li>On track to meet Grade 12 graduation requirements</li> <li>Double COVID vaccinated</li> <li>BC FoodSafe Level 1</li> </ul>
- Able to pass 5-minute VCC keyboarding test (40 wpm)	- Standard First Aid and CPR
*Upon acceptance for VCC program: Criminal Record Check	(CRC), TB Screening, Immunization review required

# PRIOR TO APPLYING STUDENT MUST... https://careerprograms.sd38.bc.ca/

VISIT the SD38 Career Programs website page that is specific for the program/course they wish to take.
Go to PROGRAMS tab drop down menu to find the program.





# **ACADEMIC DUAL CREDIT APPLICATION**

(Apply NOW for program or course to be taken in 2026-2027 School Year)

Date of Application Completio	on (MM/DD/YYYY):	/	/		_
PLEASE PRINT CLEARLY					
	STUDENT INFORMA	ATION			
Name:			_ Cur	rent Gra	de:
First Mailing Address:					
City/Prov:					
Home School:					
PEN #:					
Canadian Citizen:  YES NO					
Student Email:	St	tudent Cell: _			
Parent/Guardian Info: Email:			Cell:		
Applicant's Signature: I certify that	all statements in this application pac	kage are true ar	nd complete.		
Date:	Signature:				
	L CREDIT PROGRAM /COU HSCI 1115 Course will only be offered				)
☐ INTRO TO EARLY CHILDHOOD ED	UCATION Program (FULL-TIME Seme	ester 1 @ Langa	ra College)		<del></del>
☐ INTRO TO HEALTH SCIENCE (HSCI	I 1115) COURSE (Single course summ	ner/fall with KPL	J Richmond)		
☐ BIOMEDICAL & HEALTH SCIENCE	Program (FULL-TIME Semester 2 @ k	KPU Surrey)			
☐ BUSINESS Program (FULL-TIME Se	emester 2 @ KPU Surrey) <b>NOTE:</b> Pro	og <u>ram still in de</u>	v <u>elopment and ı</u>	may not ru	un <u>in 2026-27.</u>
	cate Program (FULL-TIME Semester 1				
☐ MEDICAL LAB ASSISTANT Certific	- '				
	ate Hogism (1022 11112 25111212	W 100 3. 32			
In Partnership with:	Langara. HE COLLEGE OF HIGHER LEARNING.		KWANTL POLYTECH UNIVERS	-EN INIC ITY	
For Career Programs Office Use (	Only:				
Application Received Date:		ed into Databas	se (date):		
☐ Application Complete ☐ Missing	g Items				

# APPLICATION CHECKLIST FOR SUBMISSION

(Please do not submit application until all below are checked off and enclosed.)

	STEP 1 – APPLICATION CHECKLIST	Page	Completed and Enclosed
1.	Applicant Information page (include application date and school year applying for)	3	
2.	Completion of all checklists for Steps 1, 2 and 3 on this page	4	
3.	Statement of Interest and Intent (thoughtfully complete; do rough draft prior to completing the form)	5	
4.	Proficiency Self-Assessment Form	6	
5.	Academic Dual Credit Application Contract (signed by applicant, parent/guardian and counsellor)	7	
6.	Teacher Reference Form #1 (teacher, counsellor or administrator completes and sends to Career Programs)	9	
7.	Teacher Reference Form #2 (a $\frac{2^{nd}}{1}$ teacher, counsellor or administrator completes and sends to Career Programs)	11	
8.	ATTACH (if applicable) both sides Permanent Resident Card – MUST BE VALID & NOT EXPIRE DURING PROGRAM		
	STEP 2 – ATTACH FOR ALL PROGRAMS (EXCEPTION: Not needed for HSCI 1115 Course	Applic	ations)
9.	ATTACH Professional Reference Letter (NOT same person as #6 and 7; can use employer, coach, other teacher)		
10.	ATTACH Up-to-Date Resumé (highlight skills or experiences related to your chosen program of study)		

	STEP 3 – SEE COUNSELLOR TO ATTACH THE FOLLOWING:	Page	Completed and Enclosed
1.	Most recent Report Card		
2.	BC Diploma Verification Report		
3.	Up-to-date Attendance Profile		
4.	Indicate Ministry of Ed Special Education Category if Applicable:		
	Ministry Code: Code Identification is for:		
5.	IEP MUST be ATTACHED if applicable: ☐ Not Applicable (if applicable, check box in right column)		

Submit completed application (with all attachments) to the Career Programs Office in person at Cambie Secondary – Learning Services OR by email to <a href="mailto:careerprograms@sd38.bc.ca">careerprograms@sd38.bc.ca</a>

# After Application is Submitted...

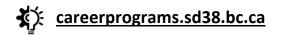
- Career Programs sends email acknowledging receipt of application and informing applicant of any missing components.
- ONLY qualifying students will be invited to an interview (exception: Interview not needed for HSCI 1115 applicants).
- ❖ If successful with the above, notification of <u>conditional</u> acceptance will be sent to applicant in May/June.
- The Career Programs Office will arrange for a program site visit with student. (HSCI 1115 Orientation in early June)
- Marks, attendance and behaviour will be reviewed to determine if final acceptance can be offered (late June for programs starting Semester 1 and early December for programs starting Semester 2).

As <u>program seats are limited</u>, completion of application and granting of an interview do NOT guarantee acceptance into the program.

\*\*ONLY COMPLETE APPLICATIONS WILL BE PROCESSED\*\*

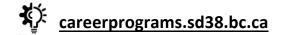
PLEASE KEEP A COPY OF THIS APPLICATION FOR YOUR RECORDS





# **APPLICANT STATEMENT OF INTEREST and INTENT**

Applicant FULL Name: Program or Course:				
**	** To only be COMPLETED by the STUDENT APPLICANT ** (answer thoroughly and thoughtfully)			
1.	What has motivated you to apply for this program /course while still in high school? (e.g. going into field)			
2.	At this time, what is your intended career pathway and/or post-secondary program of interest after high school? Explain how taking this course/program will support your current post-secondary plan.			
3.	Describe your knowledge, skills and attributes that will support your achievement in this program/course.  • And ONLY for those applying to the Langara ECE Program, how will these support your work with children (practicum)?  • And ONLY for those applying to a VCC medical program, how will these support your work with the public (practicum)?			
4.	What work experience, volunteer activities, hobbies and/or courses have you participated in that will enhance your enjoyment, understanding, and success of this program?			
5.	What aspects of attending university do you believe will be the most challenging for your and how do you plan to address/manage those challenges?			
6.	With the exception of the HSCI 1115 course, these Dual Credit Programs are FULL-TIME. Please comment on your commitment and whether you have any conflicts. Attendance is very important to your success in this program.			



### SD38 APPLICANT PROFICIENCY SELF-ASSESSMENT FORM

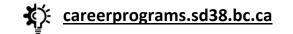
I understand the expected commitment for the duration of this post-secondary program (schedule) and that it requires my attendance for all of semester two (Gr 12) at the KPU Surrey Campus. This self-assessment will assist in determining my suitability and readiness for this post-secondary dual credit program.

Please indicate **by highlighting or circling** your proficiency for this post-secondary dual-credit program:

Please indicate by highlighting or cir	cling	your proficiency fo	or this post-second	ary dual-credit pro	ogram:		
	<u>=</u>						
	Sca	Emerging	Developing	Proficient	Extending		
CORE COMPETENCIES	Proficiency Scale	I demonstrate an  INITIAL  understanding of the concepts and competencies.	I demonstrate a  PARTIAL  understanding of the concepts and competencies.	I demonstrate a  COMPLETE  understanding of the concepts and competencies.	I demonstrate a <u>SOPHISTICATED</u> understanding of the concepts and competencies.		
Communication I can understand and share information ab topic in an organized way (e.g. contribute class discussion, take initiative) I work with others to achieve a common get I can represent my learning, and tell how it connects to my experiences and values	to	"I am just getting started and learn best with help."	"I am beginning to do more and more on my own."	"I can do it on my own."	"I go beyond what is expected of me.		
I generate new ideas or build on other peo ideas, to create new things within the constraints of a form, a problem, or mater     I can build on others' ideas, add new ideas my own, or combine other people's ideas create new options or solve problems	ials of	"I am just getting started and learn best with help."	"I am beginning to do more and more on my own."	"I can do it on my own."	"I go beyond what is expected of me.		
Critical Thinking  I actively listen to others and analyze evided from different perspectives  I can ask questions and gather information  I can consider more than one way to proce an investigation or scenario	ı	"I am just getting started and learn best with help."	"I am beginning to do more and more on my own."	"I can do it on my own."	"I go beyond what is expected of me.		
Personal Awareness and Social Responsibility  I can use strategies that help me manage r feelings and emotions  I can persevere with challenging tasks  I can clarify issues, generate strategies, we consequences, compromise to meet the no of others, and evaluate actions	ny igh	"I am just getting started and learn best with help."	"I am beginning to do more and more on my own."	"I can do it on my own."	"I go beyond what is expected of me.		
Positive Personal and Cultural Identity     I can explain what my values are and how affect the choices I make     I can understand I will continue to develop abilities and strengths to help me meet ne challenges     I can reflect on my strengths and identify repotential as a leader in my community	new w	"I am just getting started and learn best with help."	"I am beginning to do more and more on my own."	"I can do it on my own."	"I go beyond what is expected of me.		

potential as a leader in my community				
Based on my self-assessment I rank my o	• •			heck one):
Additional Comments:				
Student FULL Name:		Student Sig	gnature:	





# **ACADEMIC DUAL CREDIT APPLICATION CONTRACT**

### FOR ALL TO READ BEFORE SIGNING:

- We understand that Richmond SD38 pays the cost of tuition for this program or course.
- We understand that students are responsible for the cost of required fees, materials, textbook s etc.
- We understand that students arrange for and cover the cost of their own transportation to the post-secondary campus and if applicable, to the practicum location.
- We understand that a vacation may not be taken during the scheduled program and that excellent attendance is required. This includes no Spring Break for programs running in semester two.
- We understand that the course grades (incl. withdrawals) earned in this DUAL CREDIT program will be placed on the student's high school record and be part of both their secondary and post-secondary academic history.

## **APPLICANT DECLARATION**

- > I agree to the above statements and conditions of the program, including the program schedule and commitment.
- > I am able to commute to the program post-secondary school campus location.
- ➤ I give permission for the post-secondary school instructors and the SD38 Career Programs Office to share information regarding course progress, attendance and behaviour.
- I certify that all statements in this application package are true.

Student Printed Name:	Date:
Student's Signature:	
PARENT/GUARDIAN DECLARATION	
<ul> <li>I agree to the above statements and support my child's participation in this         I understand my child may be in a class with adults during this post-second.         I understand this application may be shared with the post-secondary instricted student is applying.     </li> <li>FOR ECE Program ONLY: I understand that if accepted, my child must agree of Public Safety and Solicitor and a one-day First Aid Certificate specific to</li> <li>FOR Medical Lab or Health Care Assistant Programs ONLY: I agree that if Record Check and provide proof of necessary immunizations.</li> </ul>	dary program/course. uctors of the applicable program for which the ee to a Criminal Record Check with the Ministr working with children.
Parent/Guardian Printed Name:	Date:
Parent/Guardian's Signature:	<u> </u>
HIGH SCHOOL COUNSELLOR DECLARATION	
<ul> <li>I have read the above statements and support this student's application for</li> <li>I have verified this student meets the program requirements as found on the</li> </ul>	
Counsellor Printed Name:	Date:

# PRINCIPAL/VICE-PRINCIPAL APPROVAL

Counsellor's Signature:

> If selected, the Career Programs Office may contact your school's administrator to confirm approval



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Reminder to attach to your application:

- Updated resume (not for HSCI 1115 applicants)
- Professional reference LETTER (not for HSCI 1115 applicants)
- Valid/non-expiring PR Card (front/back) if applicable
  - Items listed under STEP 3 in checklist (pg 4)

# **TEACHER REFERENCE FORM #1**



Ple	ase check the following attributes as:	Emerging	Developing	Proficient	Extending
1.	Demonstrated passion/aptitude for this field				
2.	Maturity				
3.	Accuracy / ability to follow instructions				
4.	Enthusiasm and interest				
5.	Adaptable - adjusts to new situations				
6.	Follows through on assigned tasks				
7.	Attendance				
8.	Punctuality				
9.	Shows motivation to learn new skills				
10.	Can work independently				
11.	Has positive attitude towards work				
12.	Accepts constructive criticism				
13.	Makes changes as a result of constructive criticism				
14.	As a candidate for this dual credit program/co			as: (circle the mo	ost appropriate
	1 2 3 NOT SUITABLE SUITABL	4 E	5 EXCEPTIONALI	Y SUITABLE	
l <b>5.</b>	Could this student be counted on to represent Ric	hmond SD38 fa		ost-secondary s	etting?
16.	Do you feel this student has a sincere interest in the			ourse?	
	·	<i>(</i>			
17	Please <b>PROVIDE COMMENTS</b> that will aid in the se	election of appr	opriate candidate	S.	



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Reminder to attach to your application:

- Updated resume (not for HSCI 1115 applicants)
- Professional reference LETTER (not for HSCI 1115 applicants)
- Valid/non-expiring PR Card (front/back) if applicable
  - Items listed under STEP 3 in checklist (pg 4)

# **TEACHER REFERENCE FORM #2**



le	ase check the following attributes as:	Emerging	Developing	Proficient	Extending
	Demonstrated passion/aptitude for this field				
2.	Maturity				
3.	Accuracy / ability to follow instructions				
١.	Enthusiasm and interest				
5.	Adaptable - adjusts to new situations				
õ.	Follows through on assigned tasks				
7.	Attendance		<del></del>		
8.	Punctuality				
9.	Shows motivation to learn new skills				
LO.	Can work independently				
1.	Has positive attitude towards work				
<b>.</b>	Accepts constructive criticism				
L3.	Makes changes as a result of constructive criticism				
.4.	As a candidate for this dual credit program/co  1 2 3	4	5		ost appropriat
	NOT SUITABLE SUITABLE	E	EXCEPTIONALI	Y SUITABLE	
5.	Could this student be counted on to represent Rich YES POSSIBLY	hmond SD38 fa ⁄	•	ost-secondary so	etting?
6.	Do you feel this student has a sincere interest in the			course?	
•	·	′			
_	Please <b>PROVIDE COMMENTS</b> that will aid in the se	election of appro	onriato candidato	c	