

## Welcome Guide to Adult Education

Welcome, this guide is intended to provide basic information on our Adult Education program and services to new students.

If you are between 16 and 19 years old on July 1, 2023	If you are 19 years old or older on July 1, 2023
<ul style="list-style-type: none"> <li>Your parents must ordinarily reside in BC</li> <li>Please provide a copy of your proof of Status in Canada (a birth certificate, Status card, PR card, Refugee Claimant documents, Canadian passport)</li> <li>Photo ID (if different from above)</li> <li>Recent education records, if available – report cards, transcripts</li> <li>If you are transferring from a Vancouver high school, please see our Transfer Guide</li> <li>All students are expected to follow a Student Learning Plan and the Code of Conduct</li> </ul>	<ul style="list-style-type: none"> <li>You must ordinarily reside in BC</li> <li>Please provide a copy of your proof of Status in Canada (a birth certificate, Status card, PR card, Refugee documents, Refugee Claimant documents, Canadian passport)</li> <li>Photo ID (if different from above)</li> <li>Recent education records, if available – report cards, transcripts</li> <li>All students are expected to follow a Student Learning Plan and the Code of Conduct</li> </ul>

### Process

**Step 1 – Follow the instructions on our website for New Students.** If you cannot follow these instructions, please phone the school. For a list of who to contact, please see our main website [GoVSB.ca/Adult](http://GoVSB.ca/Adult) .

**Step 2 –** Please review our Eligibility Guide and then complete our **Intake form** and **Code of Conduct**. Please fill them in accurately, and email these and your documents to [adulthoodeducationadvisors@vsb.bc.ca](mailto:adulthoodeducationadvisors@vsb.bc.ca)

If available, please also include recent education records.

**Step 3 –** If appropriate, we will ask you to an English assessment, a Math assessment, or both. These are currently booked several months in advance due to high demand.

**Step 4 –** After your assessment, you will develop a Student Learning Plan for this school year with an Advisor.

**Step 5 –** Your Advisor will help you register for the appropriate course(s).

### VSB Adult Education provides:

- Four x 9-week quarter terms per year
- Sept to June: Self-paced courses
- Morning, afternoon, evening, and Saturday classes
- Courses to help you complete your high school graduation requirements.
- Courses to help you prepare for post-secondary programs.
- Two x 18-week semester terms
- One x 5-week summer term