

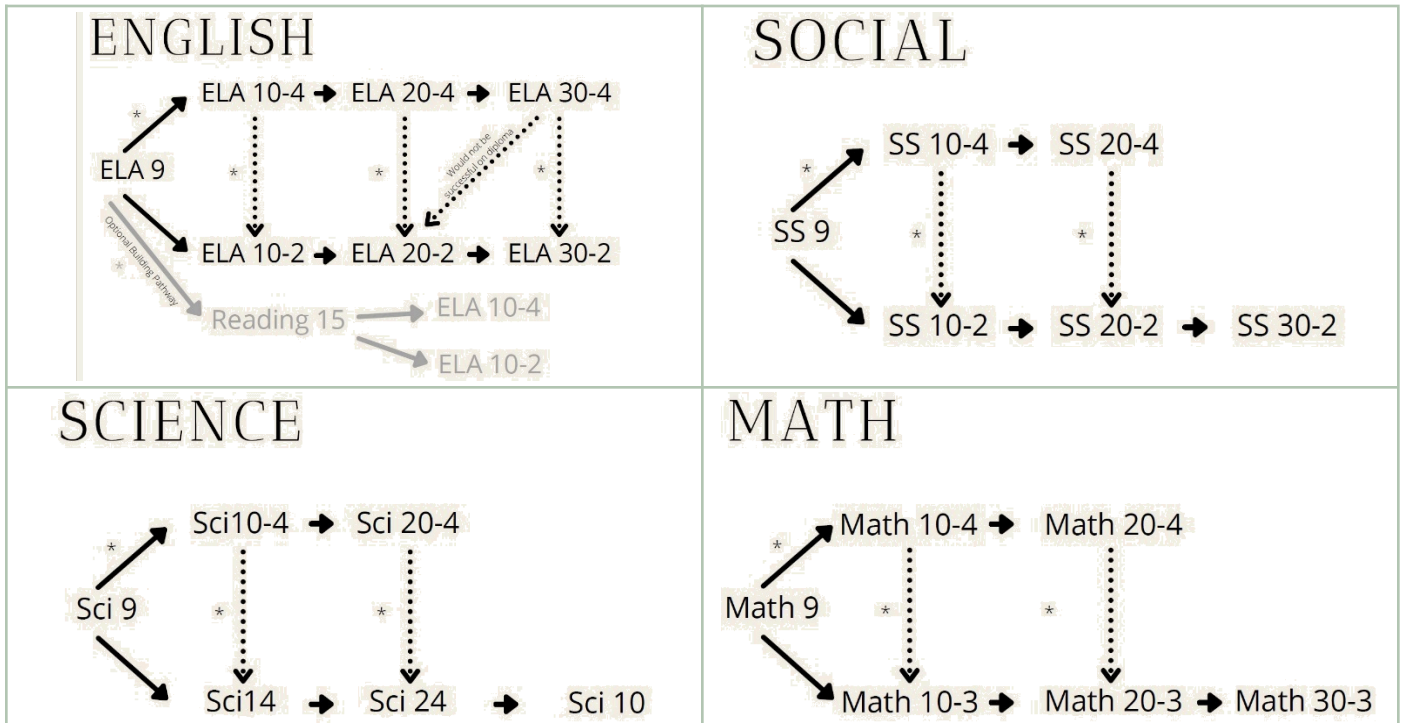
Knowledge and Employability Certificate of Achievement Info:

CERTIFICATE OF HIGH SCHOOL ACHIEVEMENT REQUIREMENTS (ENGLISH)	
The requirements indicated in this chart are the <u>minimum</u> requirements for a student to attain a Certificate of High School Achievement. The requirements for entry into post-secondary institutions and workplaces may require additional and/or specific courses.	
80 CREDITS^① including the following:	
ENGLISH LANGUAGE ARTS 20-2 OR 30-4	
MATHEMATICS 10-3 OR 20-4	
SCIENCE 14 OR 20-4	
SOCIAL STUDIES 10-2 OR 20-4	
PHYSICAL EDUCATION 10 (3 CREDITS) ^②	
CAREER AND LIFE MANAGEMENT (3 CREDITS) ^③	
<p>5 CREDITS IN</p> <ul style="list-style-type: none"> • 30-level Knowledge and Employability occupational course, or • 30-level Career and Technology Studies (CTS), or • 30-level locally developed course with an occupational focus <p>AND</p> <p>5 CREDITS IN</p> <ul style="list-style-type: none"> • 30-level Knowledge and Employability Workplace Practicum course, or • 30-level Work Experience course,^④ or • 30-level Green Certificate course,^⑤ or • Special Projects 30 	
OR	
<p>5 CREDITS IN</p> <ul style="list-style-type: none"> • 30-level Registered Apprenticeship Program (RAP) course^⑥ 	

Map of Courses Required and Completed

*Knowledge and Employability courses are listed below as -4 (Certificate of High School Achievement)/ -1, -2, -3 courses are (High School Diploma)

Movement between streams requires consultation with the school learning team.



Other Required Courses:	Year	Year	Year	Year	Year
• Physical Education					
• Health and Life Skills/CALM					
Complementary Courses:					
• Art					
• Drama					
• Music					
• Languages					
• Religion					
• Other					

Student Name: _____

Date of Birth: _____

OCCUPATIONAL COMPONENT (Not all Components are Available)

Courses	OR Related CTS Courses	Marks				
		8	9	10-4	20-4	30-4
Workplace Readiness						
Business Services						
Fabrics						
Foods						
Horticulture						
Natural Resources						
Auto Mechanics						
Art/Design and Communication						
Construction: Building						
Construction: Metal Fabrication						
Cosmetology						

Shading indicates courses not available at that grade level.

OTHER OCCUPATIONAL-RELATED COURSES

Courses	Grade 10 Mark	Grade 11 Mark	Grade 12 Mark
Work Experience			
Work Experience			
Registered Apprenticeship Program (RAP)			
Registered Apprenticeship Program (RAP)			
Green Certificate			
Other			
Other			

Knowledge and Employability Registration and Consent Form

Like all learners, students who are enrolled in Knowledge and Employability courses have their strengths and diverse learning needs. Horizon School Division recognizing the importance of supporting all students to be successful has created the following document for clarity and consent.

Enrollment in Knowledge and Employability (K&E) courses requires informed consent from both the student and a parent/guardian. This consent indicates that they understand K&E courses have reduced academic expectations, a stronger focus on occupational skills, and may impact diploma outcomes.

K&E courses, available for students in Grades 8-12 who meet specific criteria, these courses aim to help students succeed academically and practically, preparing them for employment, further studies, and active citizenship. For more details, please refer to the [Knowledge and Employability Handbook](#).

To indicate your informed consent, please read the following information and check the appropriate boxes:

- ☐ I understand that my child (I) will be eligible for the Certificate of High School Achievement upon fulfillment of the completion requirements in K&E courses. **(80 credits including; "Work Experience," "Green Certificate," "K and E Work Placement," or "Special Projects 30")**
- ☐ If the student is in grade 9, the student can transfer from Knowledge and Employability (-4) to either a -3 or -2 class for grade 10.
- ☐ I understand that my child (I) may have the opportunity to transition from K & E courses to Diploma courses on a course-by-course basis and may have an opportunity to achieve an Alberta High School Diploma after passing the requirements of a -2, -3 level course.
- ☐ I understand that my child may NOT be successful in the Diploma course if I decline the opportunity to enroll my child in a K&E course.
- ☐ I understand that not all occupational courses may be offered at the school.
- ☐ I have had the opportunity to ask questions and have them answered.
- ☐ ***This consent must be signed annually by parents/guardians, the student and the school administration.**

Name and Signature	Year/Initial	Year/Initial	Year/Initial	Year/Initial	Year/Initial
Student: _____ _____					
Parent/Guardian: _____ _____					
Administration: _____ _____					

CC: Director of Learner Services