

ADMINISTRATIVE PROCEDURE 321

ADULT DOGWOOD PROGRAM PLACEMENT

BACKGROUND

The Board of Education and the Ministry of Education and Child Care are responsible for providing inclusive education programs for all students that lead to a Dogwood Diploma, an Adult Dogwood Diploma, or a School Completion ("Evergreen") Certificate at the completion of their education programs. The Adult Graduation Diploma Program ("Adult Dogwood") is intended for students who are adult learners (past the age of 18).

The Adult Dogwood is an important and valuable graduation credential with fewer and different required credits than a Dogwood Diploma. Students awarded the Dogwood Diploma earn a minimum of 80 credits with specific requirements. Students who earn the Adult Dogwood earn a minimum of 20 credits with specific requirements. For many post-secondary programs, the Adult Dogwood is not a satisfactory prerequisite, and students may need to upgrade. It is important that students and their parent(s)/guardian(s) clearly understand that the Adult Dogwood is a graduation credential, but is significantly different than the Dogwood Diploma.

PROCEDURES

1. There are both Ministry of Education and Child Care requirements for an Adult Dogwood credential and District requirements for enrollment in the Adult Dogwood Program.
2. The following are the Ministry of Education and Child Care requirements for an Adult Dogwood.
 - 2.1. Students may not be enrolled in the Adult Dogwood Program until their 18th birthday.
 - 2.2. Course requirements (four (4) credits each, totalling at least 20 credits):
 - 2.2.1. a required Language Arts 12 course (English Studies 12, English First Peoples 12, or Français Langue 12);
 - 2.2.2. a Mathematics 11 or 12 course (Foundations of Math 11/12, Pre-Calculus 11 or 12, Workplace Math 11 or 12, or Accounting 11 or 12); and,
 - 2.2.2.1. three (3) Grade 12 level Ministry-authorized courses; or,
 - 2.2.2.2. two (2) Grade 12 level Ministry-authorized courses and a Grade 11 Social Studies course.
 - 2.3. Students may choose to earn credits for courses from either or both the public secondary or post-secondary programs.
 - 2.4. At least three (3) of the courses must be completed after the adult student has been enrolled in the Adult Graduation Program.

3. The following are the District requirements for enrollment in an Adult Dogwood Program:
 - 3.1. The decision to place a student in the Adult Dogwood Program must not be made prior to the school year that a student has their 18th birthday because the program is intended for adult learners.
 - 3.2. For all students, placement must be approved in advance by the Family of Schools Lead.
 - 3.3. For students with Ministry designations, placement must be approved in advance by the District Principal of Student Support Services.
 - 3.4. For students with Indigenous ancestry, placement must be approved in advance by the District Principal of Indigenous Education.
 - 3.5. For students on the Nominal Roll, placement must include the informed consent of the Band Education Department.
 - 3.6. For students in care, placement must include the informed consent of the Ministry of Children and Family Development social worker or appropriate organization.
 - 3.7. Placement must include the informed consent of the student.
 - 3.8. If the student is under the age of 19, placement must also include the informed consent of the student's parent(s)/guardian(s).
4. Schools are not permitted to intentionally stream students to the Adult Dogwood Program. There shall be evidence of collaboration with Student Support Services, interventions, and supports to maintain a student's progress toward a Dogwood Diploma.
5. Students enrolled in the Adult Dogwood Program must have a history of chronic non-attendance or extended absences from school that has led to a lack of progress toward a Dogwood in the number of credits earned. These absences may be due to a variety of factors (IE: extended illnesses, mental health treatment or challenges, frequent school movement, or home situations).
6. Students enrolled in the Adult Dogwood Program may receive credit for current or past work skills or post-secondary training courses by undertaking a Prior Learning Assessment (PLA) at the discretion of the Principal and in consultation with the Family of Schools Lead.
7. Once the decision is made to place a student in the Adult Dogwood Program, school clerical will:
 - 7.1 change the student's Program of Study in Education to the Adult Dogwood Program; and,
 - 7.2 e-file the completed Adult Dogwood Informed Consent form.

References:

Ministry of Education and Child Care School Completion Program found at https://www2.gov.bc.ca/assets/gov/education/adult-education/adult-graduation/adult_at_a_glance.pdf;
Ministry of Education and Child Care Graduation Program Handbook of Procedures (2024) found at https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/graduation/handbook_of_procedures.pdf

Date Approved: June 9, 2025