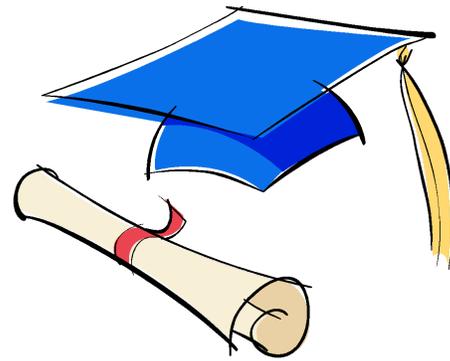


Niverville Collegiate Institute



Graduation Handbook 2018/19

Sept. 10, 2018

Graduation Requirements:

Students must obtain 30 credits to receive a **provincial** graduation diploma:

Grade 9 students must have the following 5 credits:

English/Math/Social Studies/Science/Phys. Ed. & Health

Grade 10 students must have the following 5 credits:

English/Math/Geography/Science/Phys. Ed. & Health

Grade 11 students must have the following 5 credits:

English/Math/History/Phys. Ed. & Health and a minimum of another Gr. 11
Dept. of Education credit

Grade 12 students must have the following 6 credits:

English/Math/Phys. Ed. & Health and a minimum of another three Grade
12 Department of Education credits

In addition to the compulsory courses, another 9 course selections must be made to complete a minimum of **30 credits** for graduation. These courses may be selected from any of the options that the school makes available.

Pre-requisites for Post-Secondary Programs:

It is the responsibility of each student to continually check to ensure that they have all prerequisites to enter the post-secondary institution or vocational opportunity of their choice. Since pre-requisites differ from institution to institution and are subject to change, students must make a point of continually updating their information so that they make appropriate course selections.

Mrs. Wiebe will provide course selection counseling to all Grade 12 students.

Graduation

Students who earn 30 credits, including all the required courses, are invited to participate in a school graduation (Convocation & Banquet).

The Board provides a per capita amount to cover the cost of some of the basic graduation costs. Graduates, their escorts and parents/guardians should budget approximately \$25 per ticket for the banquet. The meal cost will be finalized in early June. The Staff Grad Committee of the school is responsible for the planning of these official graduation events, although suggestions and requests from the graduation class may be considered. **Any other activities associated with graduation are not school sponsored and we ask that no school time be taken to raise funds or to organize such activities. Likewise, the school cannot participate in promoting or organizing such activities.**

Choosing the Valedictorian

Graduates will vote for valedictorian from a list of high-achievers in the graduating class chosen by the Senior High teachers. Those students who receive the most votes will be approached as candidates to give the valedictory address at the convocation. The valedictorian represents an example of the class' achievement and character.

Criteria for the valedictorian short list include:

- Academic achievement
- Respect of the faculty and the community
- Exemplary attendance and behavior

The valedictory address should be an articulate and dignified formal speech about the past, present and future of the graduating class.

The graduating class may also choose a speaker for the graduation banquet, who will pay tribute to the graduating class, as well as the parents and staff. The banquet speech may be less formal than the valedictory, but will still need to rise to some standards of appropriate content, as determined by the faculty and administration.

Recessional Song

Grads are asked to prepare a short list of songs that they wish to be considered for their recessional song (i.e. Exit the church). Grads must submit the song(s) and lyrics in print to Mr. Koester well in advance of graduation. If no suitable song is ratified, then Mr. Koester will make a suitable decision.

Distribution of Rose

During the recessional, grads will receive a rose to pass on to someone that impacted their journey.

Pre-Convocation Rehearsal

Graduation rehearsal is at 4:00 p.m. at the 4th Avenue Bible Church on the afternoon of Monday, June 24th, 2019. All graduates are expected to make arrangements to attend and to be punctual so as not to inconvenience the entire group.

Convocation Ceremony

Convocation – The convocation ceremony is at 3:30 p.m. at the Fourth Avenue Bible Church on the afternoon of Wednesday, June 26th, 2019. All graduates are expected to be at the church a minimum of 30 minutes prior to the start of convocation.

Greetings from the Board – Our local trustee will be invited to deliver greetings on behalf of Hanover School Division.

Awards and Scholarships – Mrs. Wiebe will invite outside sponsors to present their awards during the convocation. School awards and any awards not presented by sponsors will be presented by staff.

Presentation of Diplomas – Mr. Koester, assisted by Mr. Cumming (VP) and Mrs. Hinton (Acting Principal) will present graduates with their graduation diplomas.

Gown - Graduates are responsible to see that their gown is returned to Mr. Dombrosky after the convocation. The grad cap and tassel are souvenirs to be kept by the graduate.

Banquet

The graduation banquet is hosted by NCI staff. The administration and staff members look after the arrangements for the banquet. These include:

- Booking the Heritage Centre banquet room
- Selecting and ordering the number of meals
- Arranging with the Heritage Centre for appropriate centerpieces, decorations, picture nooks
- Arrange seating arrangements with input from the graduates (place 2 graduates and their guests per table)
- Prepare place cards for the tables
- Prepare a list showing the order in which the graduates will enter the banquet room

A letter is sent to each potential graduate in May inviting the graduate, their escort, and their parents/guardians to attend the banquet. In early June, each graduate is asked to confirm if they are bringing an escort and the number of parents/guardians that will attend. At this point, payment for tickets may begin. This is an important date to remember. As the Heritage Centre establishes a date by which they are to be notified with the number of people attending, it is imperative that the graduate forwards this information to the staff member (Alanna Dunn-office) in charge.

If any person attending the banquet has allergies to a particular food or is vegetarian, it is the responsibility of the graduate to notify the staff member in charge of this so an appropriate alternative can be made for a meal for that person(s).

For seating arrangements, graduates are asked to choose another graduate that they would like to share their table with as two graduates and their guests are seated at each table. If the graduate does not have a preference, then another graduate will be selected to share the table.

Graduates are informed at the dress rehearsal of the time they are to be at the Heritage Centre and the order in which they will enter.

At the Heritage Centre, graduates are announced one by one and make a grand entrance. Parents and others are welcome to take pictures as the graduate makes their way to their respective table.

Appropriate areas are set up for pictures to be taken – individual, family, group pictures.

Often a PowerPoint presentation is prepared of the graduates and is running prior to the start of the banquet for all to see.

Grace at the banquet is delivered by a staff member.

Emcee – The Vice Principal will emcee the banquet.

Teachers’ Message to Graduates – A teacher may bring tributes to the graduates with prior arrangement. Forward a list of two or three names to Mr. Koester who will then approach the selected teachers in order of preference.

Parents’ Message to Graduates – A parent may bring tributes to the graduates with prior arrangement. Grads will need to create a short list of Parents to approach. Mr. Koester can approach the selected parent or the grad class can choose a spokesperson to approach the selected parent(s).

Students’ Message to Classmates – A grad may bring tributes to the graduates with prior arrangement. Refer back to page three.

Students who are short of credits for graduation are not considered graduates and may attend the banquet as one of the invited guests of another grad.

Graduation Awards

Following is a list of graduation awards we expect to be able to give out at convocation, pending continued sponsorship from our generous community donors.

How do you qualify?

1. Get good grades. Most scholarship recipients have marks in the mid-80s to 90s.
2. Most monetary awards are given to students who are registered for post-secondary education the next year however, there are some exceptions.
3. Be an active participants in school life: band, drama, sports, student council, SWAT, SWAG etc.
4. BE involved in making a difference in the community. Volunteer at the various institutions here in town such as sports coaching, personal care home, church.
5. Be a person of upstanding character such as kindness, honesty, integrity, responsibility.

How do I get selected?

The guidance counsellor and the principals consult with the teachers and choose from a list of students who meet the qualifications listed above and who match the criteria required by each scholarship.

POST-SECONDARY EDUCATION REQUIRED IN THE FALL:

1. **Chown Centennial Scholarship** (\$1000)
 - best ‘all round’ graduate registered for full course program at U of M
 - minimum average of 85% on at least 5 credits at Grade 12 level

2. **Niverville Credit Union Scholarship** (\$1000)
 - average of 75% or better
 - registered for full course program at post-secondary institution
3. **Morris Constituency Excellence in Writing Award** (\$225)
 - possesses a strong passion for writing
 - is registered at a post-secondary institution in the fall
4. **The Imagine Award of Excellence** (\$500)
 - ambassador of NCI, within the community and exude school spirit, volunteerism and peer support
 - Grade 11/12 average must be 75% with post-secondary plans in the fall. *Preference will be given to those students with the intention of pursuing studies focused on psychiatric/mental health **or** to a student who has had to cope with mental health issues and thrived in spite of that.*
5. **Niverville Physiotherapy Athletic Scholarship** (2x\$300)
 - *Two separate awards to a male and female athlete.*
 - excelled in two varsity sports
 - registered at a post-secondary institution in the fall
 - preference given to students going into medical or sports-related faculties
6. **Hanover Teachers' Association**

Three scholarships to students graduating from Hanover School Division and attending post-secondary studies in the fall (in both academic and vocational fields of study). These scholarships will be awarded to the top three applicants in the amounts indicated below, regardless of school: First: \$2000, Second: \$1000, Third: \$500.

The following criteria will be used to select the recipient:

- student has maintained high grades in his/her year of graduation
- student has demonstrated excellent communication skills, interpersonal skills, leadership activities and a love of learning
- student has participated in school activities and is involved in the community
- student will be entering a post-secondary program of study in the fall session of his/her graduating year

NOTE: *Proof of registration is required prior to release of money. In the case of the first scholarship of \$2000, proof of registration will be required for half of the money, and proof of successful completion of the first semester will be required for the remaining half. Students must complete and hand in the attached application form. Winners are chosen from among all graduating high school students in Hanover School Division.*

7. **Merit Construction Scholarship** (\$500)

Qualified High School Students are:

-Residents of Manitoba

-Enrolled, or applying to enroll, in a degree or diploma program in the study of a construction trade or a construction related occupation or profession at a Manitoba University of College upon graduation of high-school.

-One Scholarship is available per High School.

When there is more than one applicant at a High School, first priority will be given to the applicant who is a member of, or has a parent who is a member of the Merit Contractors Association of Manitoba. If more than one applicant per High School is a Merit member, and/or if none of the applicants are Merit Members, the award will be given to the student displaying the most professional promise in the field. The selection of the recipient will be made by the High School.

-Proof of enrolment for first year of post-secondary education is required prior to issuance of scholarship cheque.

8. **Evergreen Village Bursary** (2 x \$500 or 1 x \$1000)

-Motivated, hard-working student who needs a boost (not necessarily the top student who gets all the awards).

-Going onto post-secondary, university, college or trade school.

POST SECONDARY EDUCATION AT A LATER DATE:

1. **Town of Niverville Award** (\$1000)

-full course load; high academic standing

-*involved* in both school and community life

-pursuing post-secondary education, not necessarily next year

-resides in Niverville or at least makes community contributions to this region

2. **Niverville Firefighters Scholarship** (\$200)

-a top graduate, full course load

-demonstrates leadership

-post-secondary plans in future or going into firefighting, ambulance, policing

3. **Niverville Family Chiropractic Scholarship** (\$800)

-This award goes to a graduating student who exhibits excellence in character and Academics.

-This student will be going on to post-secondary education, but not necessarily directly after graduation.

-Preference will be given to a student who plans to study or take part in an exchange experience abroad.

POST-SECONDARY EDUCATION NOT NECESSARILY REQUIRED:

1. **Niverville Chamber of Commerce Award** (\$1000 – chosen by the Chamber)
 - Full course load, good attendance, B's or better
 - Demonstrates school leadership (not just participation)
 - Makes positive classroom contribution
 - Makes positive community contribution
 - Post-secondary studies not required

2. **Band Boosters Award** (\$350)
 - Best NCI Band student in Grade 12 Band

3. **Parent Advisory Council Award** (\$250)
 - Full course load
 - High achieving student who would not be receiving any other award

4. **Joy Fund** (\$1000)
 - Not necessarily have high marks, or be planning to attend a post-secondary educational institution
 - Shown their selflessness and love to others
 - Peers and staff recognize this person is someone who seeks to better the lives of others without need of personal recognition

5. **Niverville MCC Thrift Store Bursary** (\$500)
 - Volunteered his/her time for the betterment of school or community
 - Bursary is to be issued toward cost of a program that involves volunteer work or any post-secondary education, with preference going to volunteer opportunity

6. **Governor General's Bronze Medal** (no \$)
 - Highest academic standing in Grade 11 and Grade 12 courses.

7. **Wiens Furniture Young Leader Award** (\$1000)
 - Recognizes a student who is well-rounded, takes his or her studies and responsibilities seriously while maintaining an eager outlook on life and also being a conscientious and involved participant in the life of the school community.

8. **Niverville Citizen Award** (\$1000) chosen by "The Citizen"
 - Applicant must write an editorial and submit it to the Niverville Citizen to be eligible to compete for this award.
 - Editorial guidelines are available from the editor of the Niverville Citizen.