

Potential Graduates



Application Procedure

- Most post-secondary institutions have online applications and paper applications.
- Online: More time efficient as submission is instantaneous; HOWEVER, you are responsible for requesting a copy of your transcript to be sent following submission. Failure to do so will prolong your response. Fee(s) must be paid by credit card.
- Paper: Must be completed neatly and legibly; have someone check it for you. Transcript (and any other requirements) must be enclosed. Fees can be paid by cheque, money order, or credit card.

- NSCC operates on a “first come, first served” basis. The earlier your application is received, the sooner you will hear from them. Applications start being processed Nov 1st.
- There have been some recent **changes** to the NSCC Application Process:
- *\$200 non-refundable tuition deposit; only two program choices (for waitlist purposes); program changes must be re-applied for; waitlisted programs rollover to following year.*
 - University
 - Deadlines (approx): March 1st (for scholarship consideration – 85% average and above)
 - Some universities offer early admission; check their calendars/websites for this possibility and if you meet early acceptance requirements (if any).
 - REMEMBER: Conditional acceptance is based on Gr. 10 & 11 academic performance!
 - Upcoming University Campus Open Houses – check through institution online
 - University Individual Visits – Make appointments on websites; guidance can help. Some will be accommodating in person visits, others are online.

Transcripts

If your institution requests your Nova Scotia Provincial Number (PowerSchool), they can retrieve your transcript. However, it is your responsibility to ensure they have received it!!!!

If you need a transcript, sign up in the Guidance office (orange form) or email Denise, denise.chiasson@gnspes.ca.

DO NOT wait until the minute to request a transcript.

University Program Applications

- Deadlines (approx): March 1st (for scholarship consideration – 85% average and above)
- Some universities offer early admission; check their calendars/websites for this possibility and if you meet early acceptance requirements (if any).
- **REMEMBER:** Conditional acceptance is based on Gr. 10 & 11 academic performance!
- Upcoming University Campus Open Houses – check through institution online
- University Individual Visits – Make appointments on websites; guidance can help. Some will be accommodating in person visits, others are online.

Out of Province – Post Secondary

- Have varying deadlines, application procedures, admission requirements, etc.
- Begin researching these schools immediately (if interested); many have deadlines by February 1st (or earlier).

- **Scholarship & Bursary Applications**

- Begin researching, starting, and completing applications: Google classroom; RECA Website; guidance office; individual post-secondary institutions; online scholarship websites.
- There are **STRICT** deadlines for these applications; many have specific directions (i.e. postmarked by, due by, time of day, etc.) that must be followed in order for your application to be considered.
- Some are based on academics, financial need, or both.
- Scholarship Application Tips document available on RECA Website (under Guidance Resources)

February

- Request Academic Transcript (guidance office) with first semester marks, if your institution doesn't send them automatically.
- Complete applications for schools in Nova Scotia and other Atlantic Provinces (or anywhere else that has deadlines past this date).
- Continue researching and completing Scholarship and Bursary applications

March - June

- Some students may need to send in their marks after April Reporting period
- **MAY - Complete Student Loan Applications -**
<http://novascotia.ca/studentassistance/>
- Continue to await confirmation of acceptance
 - Send in any non-refundable deposits to hold your spot!
- Continue researching and completing Scholarship and Bursary applications
- Let Denise know your plans

Awards

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- **High Distinction** is awarded to students who have averages of 90% or higher.
 - **Distinction** is awarded to students who have an average of 80% or higher.

- **SCHOLASTIC AWARDS CALCULATIONS**

- **For Grade 10 to 12 Students**
- **NO MARK IN JANUARY OR APRIL CAN BE BELOW 70% TO QUALIFY FOR A SCHOLASTIC AWARD.**
- MARKS FOR ADVANCED COURSES WILL BE MULTIPLIED BY 1.05, AND THE RESULTING MARK MUST BE ABOVE 70%.
- Equal weight is given to marks whether they are final for completed courses or midterm marks for ongoing courses.
- **The following marks are used to calculate averages:**
- **Grade 12:** English, a global, one math or science, and two highest others.
- AVERAGES ARE NOT ROUNDED (i.e. 89.9 is Distinction, not High Distinction).
 - o This has always been the case since the building opened
 - o PowerSchool is constantly rounding marks up; therefore, it is already happening
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- . Current school year marks are used ONLY (we do not look at marks from last year)
- . Co-op 11/12 are NOT used since mark input does not align with grading periods.
- . Half credit courses marks (Food Prep/Tech & Workplace Safety/Career 11) will be combined into ONE mark and used if above a 70%.

Final Transcripts

- All graduates will receive 4 copies of their final transcript along with their diploma.
- It will be YOUR responsibility to send them to the school of your choice and any other requesting parties (scholarships, bursaries, etc.).
- Richmond Academy will send transcripts IF REQUESTED before 9am on the last day. (For example: Mt. Allison)
- Students must clearly know the sending particulars of their final official transcript(s)!