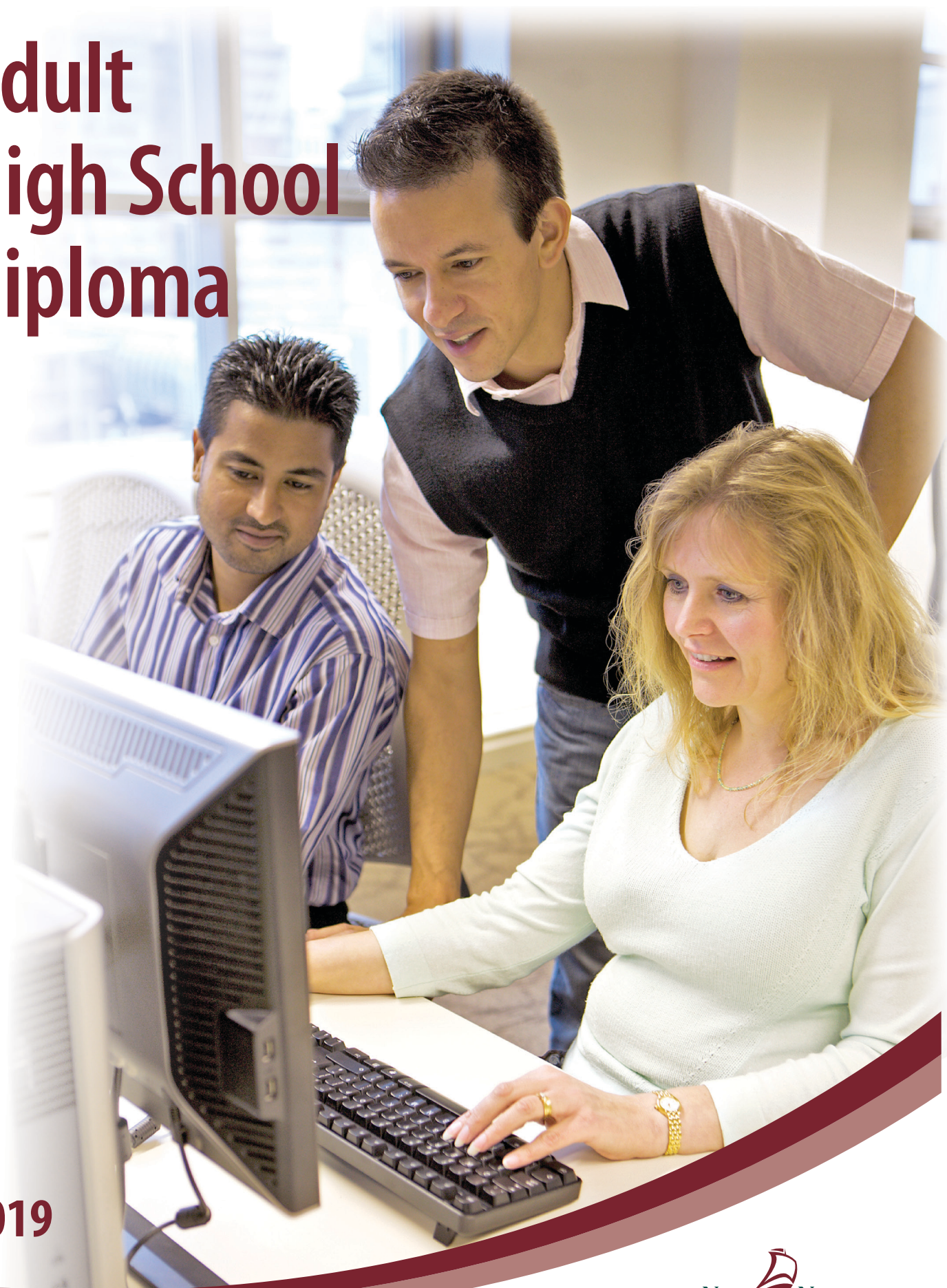


Adult High School Diploma



June
2019

12285

Department of Post-Secondary Education, Training and Labour

June 2019

A HIGH SCHOOL DIPLOMA FOR ADULTS

- Did you leave school without your high school diploma?
- Have you continued your studies since leaving school?
- Have you completed apprenticeship training, community college or university courses?
- Do you wish you could apply for your high school diploma?

This certification service can help you

The Department of Post-Secondary Education, Training and Labour can help you receive recognition for the level of education you have acquired.

You can present your accumulated academic achievements to us, and if they fulfil the established requirements, you can receive an **ADULT HIGH SCHOOL DIPLOMA**.

(English version)

Adult High School Diploma (AHSD)
Department of Post-Secondary
Education, Training and Labour,
ECLS (Employment and Continuous
Learning Services),
470 York Street
PO Box 6000
Fredericton, NB E3B 5H1
Telephone: 506-453-8226
Fax: 506-444-4078

(Version française)

**Diplôme d'études secondaires pour
adultes (DESPA)**
Collège Communautaire du
Nouveau-Brunswick,
campus de Bathurst
725, rue du Collège
Bathurst, NB E2A 4B9
Téléphone : 506-547-2781
Télécopieur : 506-336-3075

1. PURPOSE

The purpose of this certification service is to provide you with a means of receiving official recognition for courses and/or training you have completed.

2. ELIGIBILITY

TO RECEIVE AN ADULT HIGH SCHOOL DIPLOMA (AHSD) YOU:

- 1) have not graduated from high school;**
- 2) are at least 19 years of age. Exceptions may be made for those who are 18 years of age and have the approval, in writing, of the Principal of their last school attended;**
- 3) have successfully completed the courses / credit requirements listed below.**

3. COURSE/CREDIT REQUIREMENTS

These requirements have been in effect since October 2002. You are required to provide proof of successful completion of nine specific courses/credits in the following subject areas:

1) Mathematics

- 1 course/credit at the Grade 11 level (See page 8)

2) English (first language)

- 1 course/credit at the Grade 12 level (See page 8)

3) Science/Technology

- 1 course/credit at the Grade 11 or 12 level (See page 8)

4) High School French (second language)

- 1 course/credit at the Grade 9, 10, 11 or 12 level (See page 9)
- Note: Students exempted from French require one additional course/credit at the Grade 11 or 12 level (See page 9)

5) History/Social Studies

- 1 course/credit at the Grade 11 or 12 level (See page 9)

6) Optional Studies

- 3 courses/credits at the Grade 11 and/or 12 level (See pages 10 and 12–14)

7) Computer Literacy

- Outcomes as identified in the 30-hour *Computer Literacy* curriculum standard (See page 11).

4. ALTERNATIVE COURSES/CREDITS

If you do not have the specific high school courses that are listed, you may have courses identified as **Acceptable alternatives**, listed at the end of this booklet. Carefully review this list as it is our intent to give you appropriate recognition. If you have recognized public high school credits that you do not see listed in this booklet, you may submit them for consideration as well. Local Option courses may also be acceptable. Please contact the AHSD Administrator to verify.

5. COURSE/CREDIT SOURCES

You must provide official documentation/transcripts confirming the successful completion of the required courses/credits or equivalencies from one or more of the following sources:

- 1) a recognized high school;
- 2) a recognized community college;
- 3) a recognized university;

To have your courses accepted for credit towards the diploma, the Department of Post-Secondary Education, Training and Labour must receive official proof that you have successfully completed them. Proof may be in the form of official documents such as a certificate for the course, a transcript of marks, a report card or a letter from the school or institution. The name of the institution where the credit was granted and the year it was received, the grade received and if the course was "modified" must be clearly indicated on all documents submitted. Online courses covering provincial high school curriculum may be accepted. Out-of-province credits may be accepted at the discretion of the AHSD Administrator.

Please submit original documents if possible. If original documents are not available, photocopies may be acceptable. Documents must clearly show that you have successfully completed the courses that you are submitting for credit. Your name, the name of the school, the date the credit was granted and the final mark are required on the transcript(s) and/or report card(s).

The department reserves the right not to accept documents other than official transcripts and to require further verification of achievement.

6. PASSMARK

The passmark for New Brunswick English public high school credits is 60%, effective September 2002. Marks between 50% and 59% given prior to September 2002 will be honoured. The recognized passmark for New Brunswick French public high school credits is 55%.

7. MODIFIED COURSES/CREDITS

We will accept any number of modified high school courses/credits for the AHSD. All modified courses must be clearly indicated on your transcript.

8. GRADE 9 AND 10 COURSES - FRENCH AND BBT

Grade 9 and 10 report cards/transcripts **must be submitted** if you are using Grade 9 or 10 French and/or Technology courses for credit. Your name, the name of the school and the date the credit was granted are required on the transcript(s) and/or report card(s) being submitted for consideration.

9. APPLICATION PROCESS

To apply, fill in the two-page application form found at the end of this booklet and forward it to the AHSD Administrator, Department of Post-Secondary Education, Training and Labour, along with proof that you have successfully completed the courses you are submitting for credit. You must include a photocopy of your birth certificate or driver's licence with your application and transcripts. Please allow **four to six weeks** for your application to be processed.

Do not submit your application form or official transcript(s) to the AHSD Administrator until you meet all the requirements, you are 19 years of age (18, with a supporting letter from your high school principal) and have all the paperwork ready. **Everything must be sent together in one package.** Incomplete applications will be returned to you with a note indicating the missing requirement(s). The mailing address can be found on pages 7 and 10 and on the Application Form at the back of this booklet.

10. ACCEPTANCE OF THE ADULT HIGH SCHOOL DIPLOMA

IF YOU HAVE AN ADULT HIGH SCHOOL DIPLOMA, YOU ARE CONSIDERED BY THE GOVERNMENT OF NEW BRUNSWICK TO HAVE THE SAME EDUCATIONAL QUALIFICATIONS AS SOMEONE WITH A HIGH SCHOOL DIPLOMA.

Besides the personal satisfaction of knowing that you have successfully completed a high school education, there are many other benefits:

- You will demonstrate to employers that you understand the importance of education and that you have the ability and determination to continue learning and developing new skills.
- You may qualify for a promotion or a job where a high school diploma is required.
- You are eligible to apply for admission to post-secondary educational institutions that require a high school diploma.

11. COST

There is no fee for an Adult High School Diploma.

12. REQUEST FOR TRANSCRIPT AND/OR DIPLOMA

There is a \$10 non-refundable fee for a diploma and a \$5 non-refundable fee for a transcript of courses/credits used. Three options to make this request are:

- online at www.snb.ca/ahsde
- by phone at 1 888 762-8600 or
- in person at your nearest Service New Brunswick office

Please note: The transcript (course/credit information) provided by the Adult High School Diploma Administrator will include only the nine credit requirements applied towards the Adult High School Diploma. If you require a complete high school transcript, this must be requested from the high school you attended.

13. COURSE TITLES

This document lists courses by the currently approved title. Titles change periodically. If you have courses or credits that do not exactly match the specified course titles (but which you believe to be the same), please submit them for consideration.

CAUTION

The AHSD may not by itself be sufficient for admission to all post-secondary educational programs; some programs may require the completion of other specific academic subjects.

Please contact a university or college admissions officer for additional information.

14. COURSES TAKEN IN THE FRENCH LANGUAGE

If your educational background includes courses taken at *French language* high schools, community colleges, or universities, these may be used to fulfil Requirements 1, 3, 4, 5, 6 and 7.

15. TRAINING IN THE CANADIAN FORCES

If you have served in the Canadian Forces, your training and development may be considered for credit fulfilling Requirements 4 (Second Language) and 6 (Optional Studies).

- Completion of French language training to a Level-1 or a Level A rating fulfils Requirement 4.
- Completion of Qualification Level Three (QL 3) training fulfils Requirement 6.

16. ASSESSMENTS

Note: We do not assess transcripts from outside Canada. You must have them assessed before submitting them to this office. For Canadian transcripts, you may contact:

**AHSD Administrator,
Post-Secondary Education, Training & Labour**

Telephone: 506-453-8226

Fax: 506-444-4078

To have military training assessed, contact:

Personnel Selection Officer

PO Box 17000 Stn. Forces

Oromocto, NB E2V 4J5

Telephone: 506-422-2000 ext. 2621

Fax: 506-422-1217

INDEPENDENT SCHOOL CREDITS (eg., Christian, private, home-schooled).

A maximum of four (4) credits *may* be considered for the AHSD, with the *exception* of Math, English and Science courses.

17. GRADE LEVEL INFORMATION

The department *does not* recognize more than one course at the same grade level in the same subject area.

Within the New Brunswick high school program of studies, courses at the same grade level and with similar objectives are designated with different levels: 1, 2 or 3. For the purposes of meeting high school graduation requirements for this diploma, the selection of more than one of these courses at the same grade level is not acceptable. For example, you may **not** use both Biology 112 **and** 113, French 112 **and** 113 or English 122 **and** 123.

You may not use English 112 or 113 as an Optional credit. See page 12 for the list of English courses you may use as Optional credits.

You **may use** a higher grade level course as an Optional credit. For example, if you use Biology 112 as your Science credit, you may use Biology 122 as an Optional credit. If you use Foundations of Math 110 as your required Math credit, you may use Financial and Workplace Math 110 as an Optional credit.

Each course selected may be used for one requirement only. For example, if you use Physical Geography 110 as your science credit (Requirement 3), you may **not** use it again for your History/Social Studies credit (Requirement 5).

Exception: The one exception to this rule is the Computer Literacy credit. If you successfully complete an approved computer course of **at least 90 hours** at the Grade 11 or 12 level, you may use this course/credit for **both** the Computer Literacy credit (Requirement 7) and as one Optional credit (Requirement 6).

Submit your completed application form and all other relevant documents to:

AHSD Administrator
Department of Post-Secondary Education, Training and Labour
ECLS (Employment and Continuous Learning Services)
470 York Street, Suite 120, PO Box 6000
Fredericton, NB E3B 5H1

NOTE: It is *highly recommended* that Math 10 be taken before Math 11 and that English 11 be taken before English 12.

REQUIREMENT 1 - MATHEMATICS

Select: 1 course/credit at the Grade 11 level

HIGH SCHOOL COURSE TITLES

(Select one)

- Financial and Workplace Mathematics 110
- Foundations of Mathematics 110
- Geometry and Applications in Mathematics 111/112 (Part A)
- Applications in Mathematics 113 (Part A)
- Mathematics 112
- Mathematics 113

REQUIREMENT 2 - ENGLISH (first language)

(SELECT ONE)

HIGH SCHOOL COURSE TITLES

- English 121
- English 122
- English 123

REQUIREMENT 3 - SCIENCE

(SELECT ONE)

HIGH SCHOOL COURSE TITLES

- Biology 111 or 112 or 113
- Biology 122 or 120
- Chemistry 111 or 112
- Chemistry 121 or 122
- Physics 111 or 112
- Physics 121 or 122
- Environmental Science 122 or 123
- Introduction to Environmental Science 120
- Science 122
- Robotics & Automated Technology 120
- Auto Electrical Systems 120
- Micro Electronics 120
- Introductory Electronics 110
- Biology 102 or 103 if taken prior to 1997
- Physical Geography 110 if not selected for Requirement 5
- General Science 120
- Human Physiology 110

REQUIREMENT 4 - FRENCH (second language)

Applicants must meet the French Second Language outcomes identified in the High School Program of Studies at the defined “acceptable” level. Those requesting an exemption in French must submit a copy of the official exemption form signed by the designated person in the District Office. When an exemption is granted, one additional credit at the Grade 11/12 level is required to replace this credit.

ACCEPTABLE HIGH SCHOOL COURSES/ALTERNATIVES

- French 9, 10, 111, 112, 113, 121 or 122
- Successful completion of a Grade 10, 11 or 12 FI course (at least 90 hours)
- French as a Second Language – Level I, Level II or Level III
- Mi’kmaq 110 or Wolastoqey 110
- Spanish 110 or 120
- Certificate of Oral Proficiency in French (2nd Language)
 - At least Level 1Plus or Basic Plus = 1 Second Language credit;
 - At least Level 2 or Intermediate = 1 Second Language credit **and** 1 Optional credit.

REQUIREMENT 5 - HISTORY/ SOCIAL STUDIES

(SELECT ONE)

HIGH SCHOOL COURSE TITLES

- | | |
|--|--|
| <ul style="list-style-type: none"> • Canadian Geography 120 • Canadian History 121 or 122 • Modern History 111 or 112 or 113 • Law 120 • Economics 120 • Political Science 120 • World Issues 120 | <ul style="list-style-type: none"> • Native Studies 120 • Physical Geography 110 (if not selected for Requirement 3) • Maritime Studies 102 or 103 (if taken prior to June 1998) • Sociology 120 |
|--|--|

REQUIREMENT 6 - OPTIONAL STUDIES

- A) Select three courses** from the High School Program of Studies (outlined on pages 12-14).
- B) Select one** New Brunswick Community College Diploma or Certificate program, Diploma of Apprenticeship or Certificate of Qualification as indicated on page 14 under Acceptable Alternatives.

Exceptions:

- Courses designated as more than one credit may only be used as one credit for the AHSD. For example, Cooperative Education (2 credits) may only be used as one Optional credit.
- Either Cooperative Education or Career Exploration may be used as an Optional credit, not both.
- The Adult High School Diploma Administrator reserves the right to accept or reject any optional credits submitted for consideration.

Submit your completed application form and all other relevant documents to:

**AHSD Administrator
Department of Post-Secondary Education, Training and Labour
ECLS (Employment and Continuous Learning Services)
470 York Street, Suite 120, PO Box 6000
Fredericton, NB E3B 5H1**

REQUIREMENT 7 - COMPUTER LITERACY

Applicants must meet the computer literacy skills checklist identified in the 30-hour Computer Literacy curriculum standard at the defined “acceptable” level or the equivalent. This checklist includes the following skills:

- demonstrate a knowledge of current uses of computers in daily life and in the workplace;
- explain basic features of input, processing, and output devices;
- explain the functions of all keyboard keys;
- make basic equipment connections and perform basic maintenance;
- start a program and show competency in basic operating system commands;
- demonstrate the proper position at the terminal;
- perform basic operations in a word processing package;
- perform basic operations in at least one other software package;
- use the Internet to search for information;
- retrieve and send email.

If you are using this method to receive your computer literacy credit, please use the applicable form at the back of this booklet . It must be signed by a certified teacher. This check-off list is **only** required if you **do not** have a computer literacy credit.

If you successfully complete an approved Grade 11 or 12 computer course of at least 90 hours, you may use this course/credit for both the Computer Literacy credit (Requirement 7) and as one Optional credit (Requirement 6).

ACCEPTABLE HIGH SCHOOL COURSES/ALTERNATIVES:

- Computer Applications 110
- Computer Science 110, 120
- Information Processing 120
- Information Technology 110, 120
- Technical Support 110
- Computer Aided Design (CAD) 110 (formerly Computer Assisted Drafting)
- Broad Based Technology (BBT) 9 or 10 (formerly Technology 100)
- Robotics and Automated Technology 120
- Computer Assisted Manufacturing (CAM) 110
- Introduction to Office Technology 110, 120
- Introduction to Applied Technology 10, 110, 120
- Data Processing 110 (**may not be used as an Optional credit as well**)
- Advanced Keyboarding 110 (**may not be used as an Optional credit as well**)
- Drafting - Computer Aided Graphics 120
- Digital Literacy (CAL5)
- Digital Technology 120
- Digital Production 120
- Graphic Art and Design 110
- Film & Video Production 120

COURSES/CREDITS TO FULFILL REQUIREMENT 6

OPTIONAL STUDIES CAN BE CHOSEN FROM THE FOLLOWING CURRENT LIST OF COURSES:

A) HIGH SCHOOL PROGRAM OF STUDIES

MATHEMATICS

- Functions and Relations 111 or 112 (Part B)
- Patterns and Relations 113 (Part B)
- Trigonometry and 3-Space 121 or 122
- Advanced Mathematics with an Introduction to Calculus 120
- Applications in Math 120 (trades oriented course)
- Foundations of Math 120
- Pre Calculus A 120
- Pre Calculus B 120
- Calculus 120

HEALTH AND PHYSICAL EDUCATION

- Health and Physical Education 120
- Outdoor Pursuits 110
- Wellness Through Physical Education 110
- Physical Education Leadership 120
- Mindfulness 120
- Nutrition for Healthy Living 120
- Yoga 110

HISTORY/ SOCIAL STUDIES

- courses listed under Requirement 5 if not selected previously

ENGLISH

- Media Studies 120
- Canadian Literature 120
- Writing 110
- Journalism 120
- Reading Tutor 120
- Learning Strategies 110, 120
- Literacy 110
- Growth, Goals and Grit 120

SCIENCE

- courses listed under Requirement 3 if not selected previously

FINE ARTS

- Visual Arts 110, 120
- Graphic Art and Design 110
- Theatre Arts 120
- Fine Arts 110
- Music 111, 112, 113, 122, 120
- Photography 120 (local option)

FRENCH

- courses listed under Requirement 4 if not selected previously

BUSINESS

- Accounting 110, 120
- Business Communications 110
- Business Organization & Management 120
- Co-operative Education 120 **or**
- Career Exploration 110 (1 credit)
- Intro. to Applied Technology 110
- Entrepreneurship 110
- Computer Science 110, 120
- Information Processing 120
- Customer Service 110
- Computer Education 110, 120
- Introduction to Accounting 120
- Introduction to Office Technology 120
- Law 120
- Office Administration 120
- Information Technology 110, 120
- Technical Support 110
- Networking Basics 110
- Computer Applications 110
- Marketing 120

INDUSTRIAL EDUCATION

Automotive

- Internal Combustion Engines 110
- Power Train and Chassis 110
- Tune-up and Emissions 120
- Automotive Electrical Systems 120

Electrical and Electronics

- Introductory Electronics 110
- Micro Electronics 120
- Electrical Wiring 110, 120
- Robotics and Automated Technology 120
- Routers and Routing Basics 110
- Switching Basics and Intermediate Routing 120

FAMILY STUDIES/HOME ECONOMICS

- Family Living 120
- Fashion Design 120
- Human Services 110
- Fashion Technology 110, 120
- Culinary Technology 110, 120
- Psychology and Youth 120
- Nutrition for Healthy Living 120
- Individual and Family Dynamics 120
- ***Construction***
- Residential Finish 120
- Mill and Cabinet Work 120
- Framing and Sheathing 110
- Site Layout and Foundations 110
- ***Manufacturing and Design***
- Metals Processing 110
- Computer Assisted Manufacturing 110
- Metals Fabrication 110
- Digital Technology 120
- Drafting-Computer Aided Graphics 120
- Computer Aided Design 110
- WAN Technologies 120
- Housing and Interior Design 120
- Child Studies 120
- Early Childhood Services 110, 120
- Hospitality and Tourism 110
- Psychology 110, 120
- Parenting 110
- Women in Culture 120

B) ACCEPTABLE ALTERNATIVES

DIPLOMA OF APPRENTICESHIP AND CERTIFICATE OF QUALIFICATION (CQ) ISSUED BY THE PROVINCE OF NEW BRUNSWICK

Equals three credits under Requirement 6 - Optional Studies

Note: Diplomas of Apprenticeship issued elsewhere in Canada may be acceptable, including CQ by Examination

DIPLOMA (issued by the New Brunswick Community College)
Equals three credits under Requirement 6 - Optional Studies

CERTIFICATE (issued by the New Brunswick Community College)
Equals three credits under Requirement 6 - Optional Studies

CERTIFICATE OF ACHIEVEMENT (issued by the New Brunswick Community College)
Certificates of Achievement will be considered and credits may be granted as determined by the duration and rigour of the program. Some examples are:

Applied Quality (20 weeks).....	3 credits
Computer Systems Support (20 weeks).....	3 credits
Carpentry course (13 weeks).....	1 credit
Geriatric Aide.....	3 credits
Home Care worker.....	2 credits
Industrial and Retail Security (20 weeks).....	3 credits

OTHER ACCEPTABLE HIGH SCHOOL COURSES/CREDITS

Credits earned at the *Grade 10 level prior to implementation of the Foundation Program of Studies (1998)* may be considered as credits fulfilling Requirements 5 - History/Social Studies and 6 - Optional Studies.

Other courses that have been previously offered in New Brunswick high schools are still acceptable for credit. Course names and numbers may have changed. Contact your local high school guidance counsellor for additional information about these courses and their eligibility as acceptable alternatives for the currently offered courses identified in this booklet.

CORRECTIONAL SERVICES CANADA

These courses **only qualify as Optional credits** for the AHSD.

Pre-Employment Construction course (360 hours)..... (includes Drywall and Interior Trim)	2 Optional credits
Multi Target High Intensity Program (200 hours)	1 Optional credit
Aboriginal Multi Target High Intensity Program (200 hours).....	1 Optional credit
Sex Offender Multi Target High Intensity Program (200 hours)...	1 Optional credit
Women Offender Correctional Program (200 hours)	1 Optional credit
(WOCP - taken at at the Nova Institution for Women, Truro, NS)	

This form is available online as a fillable PDF: <https://www.pxw1.snb.ca/snb7001/e/1000/CSS-FOL-61-6187-01E.pdf>



ADULT HIGH SCHOOL DIPLOMA APPLICATION FORM - Part 1

Department of Post-Secondary Education
 Certification Unit – 6187-01E (05/2019)

Please print clearly

Last name:	First name:	Middle name/initial:
Previous name (if applicable):		

A copy of your birth certificate or driver's license is required. If the name used above does not match the name on the documents you are submitting, please attach note of explanation and proof of name change.

Date of birth:	Year	Month	Day	Telephone:
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Age requirement is 19 (18 with principal's support - letter required)

Mailing address:

Postal code:

In what year did you last attend a public school: _____

Incomplete applications submitted without all official transcripts and documentation will be returned to you.

Mail this completed application form and all relevant documents to:

**ADHS Administrator
 Department of Post Secondary Education, Training and Labour
 ECLS (Employment and Continuous Learning Services)
 PO Box 6000, 470 York Street, Suite 120
 Fredericton, NB E3B 5H1**

I CERTIFY THAT:

- A - I have not graduated with a regular high school diploma.
- B - I am at least **19** years old or have my principal's support (letter included) at 18 years of age.
- C - I have successfully completed all course requirements and I am submitting all transcripts.

Signature _____

Date _____

Please complete part 2 on the reverse side of this form

ADULT HIGH SCHOOL DIPLOMA APPLICATION FORM - PART 2

Name:

Course/Credit information *must* indicate if course is modified.

REQUIREMENTS Refer to Information Booklet for list of acceptable courses/credits	SUBMISSION List courses/credits you are submitting for consideration	SCHOOL Name of school that issued this credit	DATE School year	FINAL MARK
1. Mathematics 11				
2. English 12				
3. Science 11/12				
4. French (Second Language high school credit)				
5. History/Social studies 11/12				
6. Optional studies 11/12	1.			
	2.			
	3.			
7. Computer literacy (high school credit)				

Incomplete applications submitted without all official transcripts and documentation will be returned to you.

To avoid delays, please check-off that the following information is included with your application:

- | | |
|---|---|
| <input type="checkbox"/> Full name (<i>proof of change if applicable</i>)
<input type="checkbox"/> Date of birth
<input type="checkbox"/> Copy of birth certificate or driver's license
<input type="checkbox"/> Full mailing address including postal code
<input type="checkbox"/> Telephone number | <input type="checkbox"/> Letter of support if under 19 years old
<input type="checkbox"/> All official high school transcripts ...
<input type="checkbox"/> ... including French and computer literacy
<input type="checkbox"/> Official French exemption (<i>if applicable</i>)
<input type="checkbox"/> Sign and date application on Page 1 |
|---|---|

COMPUTER LITERACY CHECK-OFF LIST

Applicants for the Adult High School Diploma must meet the computer literacy skills checklist identified in the 30 hour Computer Literacy curriculum standard at the defined “acceptable” level or the equivalent.

Student name: _____	
Date of birth: _____	
I verify that this student is able to:	
<input type="checkbox"/>	demonstrate a knowledge of current uses of computers in daily life and in the workplace;
<input type="checkbox"/>	explain basic features of input, processing, and output devices;
<input type="checkbox"/>	explain the functions of all keyboard keys;
<input type="checkbox"/>	make basic equipment connections and perform basic maintenance;
<input type="checkbox"/>	start a program and show competency in basic operating system commands;
<input type="checkbox"/>	demonstrate the proper position at the terminal;
<input type="checkbox"/>	perform basic operations in a word processing package;
<input type="checkbox"/>	perform basic operations in at least one other software package;
<input type="checkbox"/>	use the Internet to search for information;
<input type="checkbox"/>	retrieve and send email.

Name of evaluator: _____
Title of Evaluator: _____
School: _____
Date: _____
Signature: _____

Please submit this check-off list with the completed application form and all applicable transcripts to:

Adult High School Administrator
ECLS (Employment and Continuous Learning Services)
Post-Secondary Education, Training and Labour
PO Box 6000, 470 York Street, Suite 120
Fredericton, NB E3B 5H1

