

STUDENT NAME: _____

SAANICH SCHOOL DISTRICT #63



MARINE SERVICE TECHNICIAN

QUADRANT MARINE PROGRAM APPLICATION PACKAGE

In partnership with



APPLICATION SUBMISSION CHECKLIST

- Student Information Form
- Student Education/Transition Plan
- Student Program Statement of Commitment
- Responsibility Agreement - signed by student and parent(s)
- Completed Reference Checklist
- Attach current Resume - please include contact information
- Transcripts for the last completed school year, including grade ten

Career Counsellors will submit the completed SD63 MST Application to Parkland.

GETTING STARTED/THE PROCESS

Step 1: Meet with Career Counsellor - arrange second meeting to include parent(s) / guardian(s)

Step 2: Return completed SD63 MST Application to Career Counsellor

Step 3: Program applicants will be contacted by Parkland Secondary to arrange an interview for the applicant

Step 4: If accepted into the MST program, the applicant will be required to attend orientation at Parkland Secondary School

Step 5: Applicants must take part in a one day orientation at Quadrant Marine in the last week of January

Step 6: Applicant must then complete the Quadrant Marine Service Technician Application form (separate from the SD63 MST Application)

STUDENT PROGRAM STATEMENT OF COMMITMENT

Students applying to take the program must complete this form.

Student Name: _____

Date: _____

Email: _____

Cell: _____

Describe in three short sentences why this is the career area for you.

Describe in three short sentences how your work experience or school subjects have prepared you for this program.

Describe in one short paragraph what you will do to be successful in this program.

**SD#63/MST PROGRAM
STUDENT INFORMATION FORM**

Personal Information			
Name:			
Last	First	Middle	
Date of Birth: / / SIN:			
Day	Month	Year	
Student ID (MyEdBC):		PEN:	

Mailing Address	
Street Address:	
City/Province:	Postal Code:
Home Phone:	Email Address:
Cell Phone:	Work Phone:

Parents'/Guardians'/Next of Kin Names – Emergency Contacts	
Name:	
Last	First
Relationship:	
Home Phone:	Work/Cell Phone:
Name:	
Last	First
Relationship:	
Home Phone:	Work/Cell Phone:
Student Resides with:	
Street Address if different than Student:	
City/Province:	Postal Code:

Medical Information	
BC Personal Health Care Number:	
Family Doctor:	Phone Number:
Allergies:	

REFERENCE CHECK LIST

Student Name: _____

Current School: _____

Current Grade: _____

Administrator/Teacher Name/Community Reference:

Phone Number: _____ Email: _____

Student Qualities

(Please rank student on a scale of 1-5 with 5 being the highest score)

	1	2	3	4	5
Achievement					
Effort					
Attendance					
Work Habits					
Social Responsibility					
Leadership					

General Comments:

If you prefer confidentiality, the checklist may be mailed, faxed or emailed to the attention of:

Colleen McNamee - Parkland Secondary School
10640 McDonald Park Road, North Saanich, BC V8L 5S7
Phone: 250-655-2715 Fax: 250-655-2743
Email: cmcnamee@sd63.bc.ca

RESPONSIBILITY AGREEMENT

This is an agreement between you, _____

STUDENT NAME

and **School District 63 (Saanich)**. Its aim is to make our shared responsibilities clear as we work towards successful completion of your training.

School District / High School Responsibilities

1. To inform you of the training requirements specific to your career area;
2. To provide you with background information on requirements for the Program;
3. To create an Educational Plan with you that maps out your final years of high school;
4. To register you as an ACE IT student (for trades programs only);
5. To provide you with student support services, as needed (assessment, learning skills, math upgrading, counselling, disability resources);
6. To encourage students to be proactive with specific learning needs and IEPS (make appointments with appropriate stakeholders);
7. To liaise with parents, high schools and teachers regarding your progress and participation in the program;
8. To provide marks to your high school for graduation credits; and
9. To provide tuition funding for Level One training at Quadrant Marine Institute (trades programs only).

Student Responsibilities

As a **School District 63 (Saanich)** student I agree to:

1. Understand that punctuality and attendance is mandatory (your instructor must be contacted if you will be absent or late);
2. Meet program homework and study expectations (2-4 hours daily);
3. Strive to achieve a passing mark of at least 70% in my program;
4. Successfully meet all prerequisites before attending Quadrant Marine Institute;
5. Experience a relevant work experience placement in my chosen program area;
6. Attend an interview and orientation;
7. Participate in a Math or English upgrade program if deemed necessary;
8. Purchase required textbooks, support materials, equipment and clothing; and
9. Purchase the required MST training manual (\$150).

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

STUDENT EDUCATION/TRANSITION PLAN

Develop your Education/Transition Plan. Include courses required for entry into the program you will participate in while attending Camosun College.

Name: _____ High School: _____ Date: _____

1. Ensure you have included and considered your graduation requirements in your Education/Transition Plan.
2. You may need to modify your timeline to achieve your graduation requirements & participate in the program.
3. Complete the 3-year Education/Transition Plan in full, beginning with your Grade 10 courses.
4. Timetable changes should be made with the approval of your school's Career Coordinator/Counsellor.
5. Include any Dual Credits and SSA Credits in your predicted credit count.

Students are required to complete a minimum of **80 Credits** (equivalent to 20 four-credit courses) in Grades 10 - 12 for graduation. Most students choose to complete more than 80 credits.

Required Courses - 52 credits in courses listed below:

Course	Credits	Course	Credits
English 10	4	English 11	4
Fine Arts or Applied Skills 10, 11, 12	4	Social Studies 11, Civics 11, First Nations 12	4
Science 10	4	Mathematics 11 or 12	4
Mathematics 10	4	Science 11 or 12	4
Physical Education 10	4	English 12 or English First Peoples	4
Planning 10	4	*Graduation Transitions 12	4
Social Studies 10	4		

Note: Graduation = Minimum 4 Grade 12 level courses + *Graduation Transitions 12

Year		Year		Year		Year	
Grade 10 Semester 1	Grade 10 Semester 2	Grade 11 Semester 1	Grade 11 Semester 2	Grade 12 Semester 1	Grade 12 Semester 2	Transition Pathway Semester 1	Transition Pathway Semester 2
Total Credits:		Total Credits:		Total Credits:		Total Credits:	
Total Credits Predicted (Required + Elective)=				Predicted Graduation Date:			

Teacher/Counsellor (Print Name): _____ Teacher/Counsellor Signature: _____

Parent/Guardian (Print Name): _____ Parent/Guardian Signature: _____

Student Signature: _____

IF YOU REQUIRE ASSISTANCE IN COMPLETING YOUR APPLICATION, OR WOULD LIKE FURTHER INFORMATION ON THE MARINE SERVICE TECHNICIAN PROGRAM, PLEASE CONTACT YOUR SCHOOL CAREER COUNSELLOR.

FOR CAREER INFORMATION CONTACT:

**Claremont
250-658-6679**

**ILC Saanichton
250-652-4042**

**Parkland
250-655-2715**

**Stelly's
250-652-4401**

**SIDES
250-704-4963**