

# Welcome to Toronto Prep School Admissions

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Thank you for your interest in Toronto Prep School. Our Admissions Office realizes the significance of a family's decision to consider a private school and it is our goal that our admissions process will be informative, constructive and a favourable experience.

Toronto Prep School seeks to enrol a group of diverse students. We follow an open admission policy, whereby qualified candidates are admitted without an entrance test, but rather on assessment for evidence of good character, maturity and academic motivation. The Admissions Committee evaluates each applicant on the basis of a personal interview, academic record, and teacher and community recommendations.

This booklet includes all of the documentation necessary to complete the admissions process. You will also find a prepared checklist to help you organize and complete the application forms.

If further assistance is required upon reviewing the information provided, please feel free to contact our Admissions Office at 416.545.1020.

We are pleased to learn of your interest in our school, and look forward to meeting you and your family.

Sincerely Yours,

Fouli Tsimikalis  
Director of Admissions

# Welcome to Toronto Prep School Admissions Process

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*“The search for the right school begins with the initiative to explore”*

Toronto Prep School works to sustain an environment where students of diverse backgrounds learn together in an atmosphere of acceptance, respect and appreciation for each other. We are committed to developing students who are confident and responsible and exhibit the values necessary to become effective communicators, informed and productive thinkers, self-directed learners, collaborative workers, skilled information processors and problem solvers.

## **The Application**

Our admissions process is a chance to explore. It is designed to help parents and the prospective candidate make the most informed educational decision. We strive to enable the candidate, his or her family and Toronto Prep School to learn as much as possible about each other in order to determine the suitability of our school environment for each applicant.

The journey always begins and ends with the individual candidate. The process enables your family to determine if our school is right for you, do we meet your requirements, are we conducive to your learning style, and do we offer you the opportunity to achieve your goals and ambitions, while affording our school the opportunity to discern the compatibility of each candidate with our education philosophy and expectations. We want to discover who the candidate really is, and as such, rely on a detailed application package (including teacher and community referrals, school reports, a parent statement, and a candidate's statement) and an interview rather than writing an SSAT or entrance test.

Once a completed application is received, the Director of Admissions will contact the candidate's parents via email or telephone to arrange an interview.

## **The Interview**

The interview is at the heart of the evaluation process for all parties and will include both the candidate and the parents. The dialogue is a cooperative discussion where the candidate is able to communicate their aspirations, needs and wants, passions, talents, attitudes and values. The parents are able to ascertain the role our school will play in their child's development including curriculum and support programs, and our school will evaluate the candidate's academic motivation, personality, character, interests, and how he/she learns. Through the application and interview process we will endeavour to evaluate if the candidate and our school are a compatible fit.

The goal of TPS is to find those students who best fit with our program and values. Students are not chosen merely by their academic qualifications, though these, of course, play an important part in any decision. We are looking for students who want to be a part of our dynamic community, who are concerned about the wider society and are willing to share their talents and improve their skills. We stress the importance of extra-curricular activities and place effort and character above all.

## **The Decision**

Admissions decisions are made by the Admissions Committee. The committee is comprised of the Director of Admissions, the Principal, and three senior Faculty members. The Admissions Committee reviews all applications immediately following the interview process and determines if there is a need for further information or documentation. The Committee will make a final decision within three days of the completion of the interview process. Parents will be contacted via email and a letter will be mailed to inform the candidate whether they have been accepted, wait listed or declined.

If a candidate is accepted, an acceptance offer and a registration package will be issued.

If a candidate is wait listed, he or she will be notified only if space becomes available.

If a candidate is declined, no further review will take place. The candidate is welcome to reapply for the following school year.

## **Registration**

Acceptance of the offer is acknowledged by submitting the completed registration forms and the registration fee which guarantees your space at TPS. Upon completion of the registration process, a meeting will be scheduled for the student and parents with the Principal, Vice Principal, or Guidance Counsellor for course selection. A brief overview of the courses offered can be found on the course offering pages of this booklet.

# Application Instructions

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This booklet contains all of the forms and information required to complete the application process.

## Application Instructions

- The completed admission form must be accompanied by a recent photograph of the candidate, a copy of the candidate's birth certificate or passport, final (June) report cards for the past two years plus the most recent report card.
- Complete the candidate statement (must be completed by the candidate).
- Complete the parent statement.
- Include a copy of any educational/psychological assessment(s) completed for the candidate.
- All applications must be accompanied by a \$150 application fee.
- Teacher referral form must be sealed and signed across the seal and mailed directly to Toronto Prep School in the enclosed envelope.
- Community referrals must be sealed and signed across the seal and mailed directly to Toronto Prep School in the enclosed envelope.
- Any other referrals or documentation you feel will assist the Admissions Committee in making a more informed decision can be forwarded directly to Toronto Prep School.

## Interview

- Upon receipt of your application, the Director of Admissions will contact you within three (3) days via email and/or by telephone to set up an interview time.
- Interviews are intended to allow all parties to learn more about each other and to ask questions.
- The candidate will be interviewed with their parents and/or individually.
- Candidates and their parents can receive a tour of the school and associated facilities before or after the interview.

## Checklist

### Application

- Completed Application form.
- Recent photo of the candidate attached.
- Parent statement completed.
- Candidate statement completed.
- Application fee of \$150.
- Copy of final report card from last academic year.
- Copy of the most recent report card.
- Copy of candidate's birth certificate or passport.
- Copies of any educational/psychological assessment(s) completed for the candidate.
- Any other recommendations that you wish to bring to our attention.

### Referral Forms

- Referral forms and return envelopes delivered to one teacher and one community referee.
- Ensure that the teacher and the community referee have delivered the completed forms to Toronto Prep School.

## Interview

- Interview scheduled

Date: \_\_\_\_\_

Time: \_\_\_\_\_

# Our Pledge to Privacy Protection

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## Privacy of Personal Information

Toronto Prep School is committed to protecting the privacy of all members of its community.

Toronto Prep School (TPS) uses the information collected during the admissions process to communicate with you and to identify and evaluate the candidate. If the candidate is granted admission to TPS, the contact information will be used to deliver services, to keep you updated on the activities of the our school, including programs, services, special events, opportunities to volunteer, and to keep you informed via newsletters and other publications.

If the candidate is wait listed or not admitted to TPS, the information will be retained only until the admission process is completed.

All of the information will be stored in a confidential database and/or secure files stored at the School. Access to the information is restricted to authorized staff only. By providing the information you are consenting to the use of the information as described above.

The Toronto Prep School is committed to maintaining the confidentiality, privacy, and security of your personal information. If you have any questions regarding this statement or other privacy concerns, please contact the Director of Admissions.

## Fee Schedule

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### Tuition

The tuition fee for the upcoming academic year is included in this package for both full-time and part-time students. It covers participation in the comprehensive school programme which includes:

- the most recent MacBook laptop with education specific software package and extended warranty
- GoodLife Fitness membership
- School Yearbook
- Deluxe school photo package
- English journal
- Athletic associations fees
- Extended after school and Saturday Club study programs

Exceptional instructional materials, overnight or day trips, gym uniforms, and other optional charges such as TPS store purchases are not included in the tuition fee and will be billed accordingly. Parents are also responsible for purchasing school supplies such as stationary and textbooks.

Payment schedules for full-time, part-time, and single semester students as well as sibling discounts are included in this package and in the registration package. There are two payment plans for full-time students including a single payment discount plan, and a standard payment plan. Payment options include direct deposit, credit card or post-dated cheques.

### Registration Fee

All new students are required to pay a non-refundable registration fee of \$3,500 upon acceptance of the offer of admission. This fee will be applied to the year's tuition.

The remainder of the tuition is to be paid based on the agreed upon payment schedule selected by each family.

### MacBook Laptops

All students will receive their MacBook laptop the last week of August. Toronto Prep School will provide basic technical support. With proper maintenance and care the laptop is expected to meet the student's computer requirements until graduation.

### Fundraising and Parent Support

There is no compulsory donation or capital fund payments. Rather all parents are encouraged to partner with us as volunteers and donors in support of our annual charity drive. Each year TPS and students will select a charity to support and participate in ongoing events throughout the school year. We appreciate any support parents wish to extend to altruistic endeavours.

# Application

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Surname:

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Given name(s):

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Preferred name:

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Home Address:

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Home Telephone:

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Candidate's Cell Phone:

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Attach a recent photo  
of the candidate.

Date of Birth: (mm/dd/yyyy):

Male

Female

Applying for entry in September 20 \_\_\_\_, or January 20\_\_.

Current Grade:

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*For non-Canadian applicants only:*

*Citizenship:*

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*Date of entry into Canada:*

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*Language spoken at home:*

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Candidate resides with (circle all that applies):

Mother

Father

Stepfather

Stepmother

Guardian

Other:

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School Currently Attending:

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Schools attended in the past three years:

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**Mother/Guardian**

Surname: \_\_\_\_\_

Given Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Work Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation/Title: \_\_\_\_\_

\_\_\_\_\_

Employer: \_\_\_\_\_

\_\_\_\_\_

**Father/Guardian**

Surname: \_\_\_\_\_

Given Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Work Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation/Title: \_\_\_\_\_

\_\_\_\_\_

Employer: \_\_\_\_\_

\_\_\_\_\_

**Sibling Information:**

Name: \_\_\_\_\_ Age: \_\_\_\_\_ School: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ School: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ School: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ School: \_\_\_\_\_

\_\_\_\_\_

Correspondence should be sent to (circle all that applies)

Both Parents    Mother (only)    Father (only)    Guardian    Other: \_\_\_\_\_

# Parent Statement

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At Toronto Prep School we strive to work closely with parents. For this reason, we would like you to answer the following questions to help us serve as partners in the education of your child. Your comments will be shared with our Admissions Committee. Thank you in advance for your thoughtful attention to this request.

Name of Candidate:

Applying for Grade:

Name of person(s) completing this form:

Briefly describe your child's character and personality.

What qualities do you admire in your child?

What do you consider to be your child's greatest area of need, socially and/or academically?

Is there anything we should know about the history of your child's education? Has your child ever skipped or repeated a grade?

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Has your child ever been asked to withdraw from school, been suspended, put on probation, or missed school for an extended period of time? Please explain.

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Does your child have a psychological or educational assessment? If yes, please include a copy of the assessment with this application.

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Is your child currently seeing a counsellor, psychologist and/or psychiatrist? If yes, explain.

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Presently, does your child have any physical or mental restrictions affecting his or her ability to participate in school sports or other activities? If yes, please describe the nature of the restriction and any reasonable accommodation you feel may be necessary for your child's participation.

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Are there any family circumstances that might affect your child's performance at school? If yes, explain.

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How did you find out about Toronto Prep School?

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Parent's/Guardian's Signature

Date

Name (please print)



# Candidate Statement

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Candidate's Name:

Date:

The traits I like most about me are . . .

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The things I like most about school are . . .

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In order of preference, list the three subjects you are the most excited about studying at school.

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

List the extracurricular programs and any clubs or organizations you have been involved with most recently (sports, music, dance, community service etc.)

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Describe your favourite memory and why it is special for you.

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The things I do best are . . .

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I have difficulty with . . .

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Who do you respect the most in your life and why?

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If you could visit any country in the world, where would you go and why?

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Describe the personal traits needed to be a good friend.

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What do you expect from Toronto Prep School?

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# Teacher Referral

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The following named student is applying to Toronto Prep School and you have been selected to complete this confidential report. We ask you to do this so that we may better determine whether Toronto Prep School is a suitable environment for this student. We are interested in the student's academic potential, extracurricular activities and character.

Name of Candidate:

Date:

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Current School:

Telephone:

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Name of Teacher:

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How long have you known the candidate and in what capacity?

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In your opinion, what are the candidate's two greatest strengths?

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In what area(s) should the candidate strive for improvement?

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Has the candidate received any academic awards while at your school? If yes, please provide details.

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We would appreciate any other comments that you feel will help portray an accurate assessment of this candidate.  
*(please feel free to include an additional sheet if required)*

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*Please turn over to complete this questionnaire.*

# Teacher Referral Checklist

Please check off the box that reflects your knowledge of the candidate. If you have insufficient knowledge on a category, please leave the box unchecked.

Categories	<input checked="" type="checkbox"/>	Achievement	<input checked="" type="checkbox"/>	Achievement	<input checked="" type="checkbox"/>	Achievement	<input checked="" type="checkbox"/>	Achievement
Academic Performance		below par		satisfactory		good		outstanding
Group Participation		below par		satisfactory		good		outstanding
Ability to Work Alone		below par		satisfactory		good		outstanding
Classroom Behaviour		disruptive		satisfactory		good		outstanding
Verbal Skills		limited		some difficulty		good		excellent
Written Communication		poor		limited		good		excellent
Follows Directions		rarely		needs help		good		quickly and effectively
Work Effort		poor		sporadic		good		maximum
Attention Span		easily distracted		satisfactory		good		exceptionally good
Initiative		none		rare		good		often
Integrity		questionable		unreliable		reliable		trustworthy
Critical Thinking		limited		fair		good		very perceptive
Self Confidence		limited		over confident		good		positive self image
Creativity		limited		fair		good		very creative
Use of Time		poor		fair		good		effective
Sportsmanship		poor		fair		good		outstanding
Peer Relationship		poor		sporadic		relates well		healthy
Intellectual curiosity		limited		fair		active		highly curious
Parent Cooperation		unknown		uncooperative		good		excellent
Parent Expectations		unknown		unrealistic		low		realistic
Homework Completion		rarely done		occasionally done		mostly done		always done
Academic Potential		low		good		very good		excellent

Teacher's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for completing this questionnaire. If you have any questions on the completion of this form, please contact Fouli Tsimikalis in the Admissions Office at 416.545.1020.

Kindly return this form in the enclosed envelope to:  
*Admissions Office, Toronto Prep School, 250 Davisville Ave., Suite 200, Toronto, Ontario M4S 1H2*

# Community Referral

The below named student is applying to Toronto Prep School and you have been selected to complete this confidential report. We ask you to do this so that we may better determine whether we are a suitable environment for the candidate. We are interested in the student's character, work ethic and extracurricular activities.

Name of candidate:

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Name of person completing this form:

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In what capacity have you known the candidate?

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How many years have you known the candidate? \_\_\_\_\_

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In your opinion, what are the candidate's strengths?

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We would appreciate any comments that you feel will help portray an accurate assessment of this candidate (please feel free to include an additional sheet if required).

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*Please turn over to complete this questionnaire.*

# Community Referral Checklist

Please check off the box that reflects your knowledge of the candidate. If you have insufficient knowledge on a category, please leave the box unchecked.

Categories	<input checked="" type="checkbox"/>	Achievement	<input checked="" type="checkbox"/>	Achievement	<input checked="" type="checkbox"/>	Achievement	<input checked="" type="checkbox"/>	Achievement
Attentiveness	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Dependability	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Compassion	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Honesty	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Respect	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Responsibility	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Follows Directions	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Cooperation	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Sense of Adventure	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Work Ethic	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Creativity	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Leadership	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Self Confidence	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Humour	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Social Maturity	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Sportsmanship	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Peer Relationship	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Tenacity	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Attitude	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Ambition	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding
Coachable	<input type="checkbox"/>	below par	<input type="checkbox"/>	average	<input type="checkbox"/>	above average	<input type="checkbox"/>	outstanding

Referee's Signature:

Date:

Thank you for completing this questionnaire. If you have any questions on the completion of this form, please contact Fouli Tsimikalis in the Admissions Office at 416.545.1020.

Kindly return this form in the enclosed envelope to:  
 Admissions Office, Toronto Prep School, 250 Davisville Ave., Suite 200, Toronto, Ontario M4S 1H2

# Course Offerings

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## Grade 7

- Computers
- Drama
- English Literature
- French
- Mathematics
- Physical Education
- Science
- Spelling and Grammar
- Social Studies
- Visual Arts

## Grade 8

- Communications Technology
- Drama
- English Literature
- French
- Mathematics
- Physical Education
- Science
- Spelling and Grammar
- Social Studies
- Visual Arts

## Grade 9

- Communications Technology
- Drama
- English Literature (C)
- French (C)
- Geography of Canada (C)
- Healthy Active Living Education (C)
- Learning Strategies: Skills for Success in Secondary School
- Personal and Fitness Activities
- Principles of Mathematics (C)
- Science (C)
- Visual Arts

## Grade 10

- Canadian History Since World War 1 (C)
- Career Studies (C)
- Civics (C)
- English (C)
- French
- Healthy Active Living Education
- Introduction to Business
- Media Arts
- Music and Computers
- Personal and Fitness Activities
- Principles of Mathematics (C)
- Foundations of Mathematics (EC)
- Science (C)

*(C) Denotes a compulsory course.  
(EC) Denotes an Elected Compulsory course.*

# Course Offerings

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## Grade 11

- Biology (EC)
- Chemistry (EC)
- Communications Technology (EC)
- Drama
- English (C)
- Financial Accounting Fundamentals
- Forces of Nature: Physical Processes and Disasters
- Foundations of College Math (EC)
- French (EC)
- Functions (C)
- Functions and Applications (EC)
- Healthy and Active Living Education
- Introduction to Anthropology, Psychology, and Sociology
- Introduction to Computer Science (EC)
- Marketing: Goods, Services, Events
- Media Arts
- Media Studies
- Personal and Fitness Activities
- Philosophy: The Big Questions
- Photography
- Physics (EC)
- Presentation and Speaking Skills
- The Individual and the Economy
- Understanding Canadian Law
- Visual Arts
- Visual Arts: Fashion and Textile Design
- World History to the End of the 15th Century

## Grade 12

- Advanced Functions
- Analyzing Current Economic Issues
- Biology
- Business Leadership: Management Fundamentals
- Calculus and Vectors
- Canadian and International Law
- Canadian and World Politics
- World Issues: A Geographic Analysis
- Challenge and Change in Society
- Chemistry
- Communications Technology
- Computer Science
- Drama
- English (C)
- Equity and Social Justice: From Theory to Practice
- French
- Human Development Throughout the Life Span
- Interdisciplinary Studies: Introduction to Photojournalism
- Interdisciplinary Studies: Sports and Entertainment Marketing
- International Business Fundamentals
- Mathematics of Data Management
- Physics
- Recreation and Healthy Active Living Leadership
- Studies in Literature
- The Environment and Resource Management
- The Writer's Craft
- Visual Arts
- Visual Arts: Fashion and Textile Design
- Visual Arts: Drawing and Painting
- World Cultures
- World Geography: Urban Patterns and Population Issues
- World History Since the 15th Century

*(C) Denotes a compulsory course.  
(EC) Denotes an Elected Compulsory course.*