

GRADE 12 SURVIVAL GUIDE

MONTHLY CHECKLIST

DR. CHARLES BEST SECONDARY SCHOOL CLASS of 2026



Counsellors:

Last names A-G

Ms. Rachel John
rjohn@sd43.bc.ca

Last names H-O

Ms. Zafrin Alam
zalam@sd43.bc.ca

Last names P-Z

Ms. Irina Birsan
ibirsan@sd43.bc.ca

Post-Secondary & Career Advisor: Ms. Silke Kaufmann skaufmann@sd43.bc.ca

The Charles Best Career Office provides resources and support to get you started on your post-secondary journey.

[Charles Best Career Centre website](http://www.sd43.bc.ca/school/charlesbest/ProgramsServices/CLC/Pages/default.aspx#/)

Instagram: [bestcareercentre](https://www.instagram.com/bestcareercentre)



OCTOBER

- ☐ You must complete **Career Life Connections 12** in order to graduate! CLC assignments are online, and the Capstone project must be completed. Get more information at: [http://www.sd43.bc.ca/school/charlesbest/ProgramsServices/CLC/Pages/default.aspx#/=](http://www.sd43.bc.ca/school/charlesbest/ProgramsServices/CLC/Pages/default.aspx#/) or contact Ms. Abercrombie, kabercrombie@sd43.bc.ca.
- ☐ **Start a post-secondary file** to keep track of your post-secondary information. Start with this booklet! Compile a list of all application deadlines for the post-secondary institutions you are applying to. Take note of log-in information and financial aid info. Have a to-do list for each individual institution. Keep copies of all your references/ logins in your post-secondary file.
- ☐ Arrange an informal meeting with Ms. Kaufmann to discuss your post-secondary/career plans. **Have a second set of eyes look over the admission requirements** to make sure that you are eligible and a competitive candidate for the program you are applying for. Always plan for at least one safe back-up choice.
- ☐ **Apply to BC universities and colleges online:** www.educationplannerbc.ca. This website also has a great search function that can help you find a program you are interested in. All BC public post-secondary institutions are using the EPBC platform for their applications.
 - Applications are generally accepted starting October 1.
 - **You will need your PEN (Personal Education Number)**, find it in MyEd.
 - **Make sure to use your legal name.** Check how it's currently spelled in MyEd. If the spelling of your *legal* name on the application doesn't match what the Ministry of Education is associating

with your PEN, post-secondary institutions can't match your application with your transcript. **Do not use your "preferred name"** unless there's an additional specific field asking for it.

- ❑ **If you apply to UBC, start your application soon.** Starting this Fall, UBC is moving to a rolling admissions process. The first round of evaluation will take place any time after your application is considered complete. If you are not receiving an offer by mid-January, UBC will automatically review your application again in March/ April. Only a very small group of highly competitive applicants will receive an early offer.
 - **Personal Profile:** You will need to write, edit, and re-write your **personal profile** before you can submit your application. It is recommended that you copy questions into a Word document and work on your draft until you feel confident about your personal profile. Adhere to the word/ character limit! UBC is looking for engagement, accomplishment, leadership, and substance. Instead of just listing activities make sure to self-reflect on what you've learned in the process. <https://you.ubc.ca/applying-ubc/how-to-apply/personal-profile/> UBC is offering multiple online **application workshops** this fall. Sign up (seats fill up quickly!): <https://account.you.ubc.ca/s/events>
 - Apply by December 1st to be considered for the UBC Major Entrance Scholarships.
 - Final application deadline is January 15, 2026.
- ❑ **Apply early for Douglas College. Many programs are "first-qualified, first-accepted".**
 - General Admission requirements: Completed BC secondary school graduation OR one course short for BC secondary school graduation OR 19 years of age by end of the first month of the first semester of attendance OR completion of a certificate or equivalent from a special needs program and has been in school for 12 years. **Individual programs may have additional requirements.**
 - English Language proficiency requirement of English 12 with a min. grade of "C" (min. 60%) or equivalent substitution. <https://www.douglascollege.ca/future-students/admission-information/english-proficiency-requirement>
 - English and mathematics upgrading are available for students needing to upgrade their English and/or Math. <https://www.douglascollege.ca/future-students/explore-douglas/ways-study/english-and-mathematics-upgrading>
- ❑ **SFU:** SFU has changed their admission requirements to a more simplified approach. You need a minimum of 5 grade 12 courses from their "approved" list, including program requirements set by individual faculties. They also stepped away from the previous self-reporting model and will instead receive grades exclusively through the Student Transcript Service – allowing for rolling admissions and applicants possibly receiving an earlier offer.
 - If you have grades above 90% (and outstanding extracurricular involvement) you may be eligible for their **Undergraduate Entrance Scholarship**. For this you must apply to SFU early to gain access to their scholarship application (which is due December 15). <https://www.sfu.ca/students/financial-aid/entrance/>
 - Final application deadline for SFU is January 31, 2026.
- ❑ **BCIT** applications are accepted year-round for trades programs; most technical programs accept applications until the program fills but details and deadlines vary. Programs that are first applied,

first admitted, usually have long waiting lists. Apply early! Check program specifics and get more info at www.bcit.ca.

- Apply to **Ontario** universities at www.ouac.on.ca. Application deadlines vary; **however, out of province applicants are encouraged to apply early**. Check out their help section: <https://www.ouac.on.ca/105-tutorials/>
- **Thinking of going to a university/college in the US?** If you haven't completed the SAT yet, look into this right now. While many U.S. schools are currently still "test-optional", an SAT score may be required if you want to be considered for entrance awards. Check with the university and on the [College Board website](http://CollegeBoard.org). Some schools also require subject-specific SATs. These cannot be done at the same time as the general SAT. Generally, January is the last chance for you to take the SAT if required by a US school.
 - Go to the College Board website and register for the SAT exam. Test locations vary. <https://satsuite.collegeboard.org/digital/international-testing/dates-deadlines>. Our school code is 821063. Local test centres might fill quickly requiring you to travel significant distances to take the test. Practice tests and information are available online as well.
 - A good resource is **Education USA Canada**: <https://www.educationusacanada.ca/>
 - Apply using the Common App <https://www.commonapp.org/>. Your counselor can provide help. Handout with application tips: [Education USA Common App Walkthrough slides.pdf](https://www.educationusacanada.ca/files/2018/04/Education-USA-Common-App-Walkthrough-slides.pdf)
- **ELL students (didn't attend high school in Canada for four full years)**: Check with the post-secondary institutions for their English language and second language requirements. See Mrs. Kaufmann if you need help verifying requirements. If you must take an English proficiency test, look up test centres and available dates asap.
- **Language Challenge Exams**: Students wanting to obtain Grade 11/12 credit for a language they speak but did not take in high school can register for the Language Challenge exams written in Delta. There is a \$50 refundable deposit. Hand completed application, incl. passport-quality photo, to Ms. Alam at the Counsellors' Office by **Thursday, October 23**. Exams will take place Saturday, January 31, and Sunday, February 1, 2026. Available in Farsi 11/12, French 11/12, Japanese 11/12, Korean 11/12, Mandarin 11/12 (simplified & traditional characters), Punjabi 11/12, Spanish 11/12. Some post-secondary institutions would consider the Language Challenge mark in their admission's average calculation; double-check with the PSI you are applying to. <https://www.deltasd.bc.ca/schools/secondary/challenge-exams/>
- **Request letters of reference**. Reference letters are necessary for scholarships and bursaries (usually 2 or 3!). Please give your referee at least two weeks' notice. Supply the referee with detailed information about yourself by giving them a completed **brag sheet**. A brag sheet template can be found in the "related documents" section of our Financial Aid [website](#). Reference letters are usually not required for university applications, but some programs require a referee's contact information, i.e. UBC. Always ask for permission before using someone's name and contact info!
- **Visit the Career Centre website** often for post-secondary, financial aid and other information: [http://www.sd43.bc.ca/school/charlesbest/ProgramsServices/career/Pages/default.aspx#/=](http://www.sd43.bc.ca/school/charlesbest/ProgramsServices/career/Pages/default.aspx#/) **Read the Best Informer daily! Follow the Charles Best Career Centre on Instagram.**

OCTOBER DATES:

- ❖ Register now for grad photos: Photos are November 20th – Dec 4th.
- ❖ **Presentation on Student Transcript Service:** The counsellors and Ms. Kaufmann will explain the STS during school hours the week of October 20-23. Listen to announcements. There is no need to complete the STS before those presentations. You can submit your application for admission, and then “send your transcript” in a second step. **Please bring your electronic device to get the most out of this workshop.** If you miss the presentation, please see Ms. Kaufmann at the Career Office.

Wed, October 1, 2025	Canadian University Event: 9-11 am at Riverside Secondary. Open to SD43 students only. Sign up for the free bus through CLC12 or attend on your own (parents must excuse their student from class).
Wed, October 1, 2025	York University (Toronto): Recruiter info table (main foyer), after school
Tue, October 7, 2025	University of Victoria: Recruiter presentation (library), starting at 3.15 pm
Wed, October 8, 2025	Grade 12 Scholarship meeting: Library, starting at 3.15 pm
Tue, October 14, 2025	SFU Faculty Fair: Cafeteria & main lobby, 2.30 (grade 12s only) – 4 pm.
Wed, October 15, 2025	Douglas College: Recruiter presentation (library), starting at 3.15 pm
Tue, October 21, 2025	University of Alberta: Recruiter presentation (library), starting at 3.15 pm
Wed, October 22, 2025	UVic Gustavson School of Business: Recruiter presentation (library), 3.15 pm
Thu, October 23, 2025	Deadline to apply for Language Challenge Exams (See Ms. Alam)
Mon, October 27, 2025	Western University: Recruiter info table (main foyer), after school
Mon, October 27, 2025	UBC Pharmaceutical Science: Webinar for SD43 students, 5-6 pm
Tue, October 28, 2025	Queen’s University: Recruiter presentation (library), starting at 3.15 pm
Wed, October 29, 2025	Mc Master University: Recruiter presentation (library), starting at 3.15 pm
Thu, October 30, 2025	Grade 12 Parent Info Meeting: School library, 7 pm

NOVEMBER

- ☐ **Check your transcript/ Diploma Verification Report** to confirm the accuracy of your record at the Ministry. If you cannot view these through your MyEd portal, please see your school counselor or Ms. Kaufmann at the Career Office for assistance.
 - Students who need their mid-term marks for university applications (i.e., to upload to U of T’s Join Portal) can contact Ms Kaufmann at skaufmann@sd43.bc.ca.
- ☐ **Apply for a Social Insurance Number (SIN) if you do not already have one.** You will need this number if you are applying for scholarships (or part-time jobs). Apply here <https://www.canada.ca/en/employment-social-development/services/sin.html>
- ☐ **Continue to check the Best Informer and the Career Centre website** for updates on scholarships and post-secondary information. New information is constantly being added.
- ☐ **Research** and learn all you can about your desired career path or intended program of study. Attend as many program-specific information sessions as you can.
- ☐ If you are an **Indigenous student** talk with Mrs. Kaufmann about financial aid and scholarship opportunities specifically for Indigenous students. Other resources are the District Indigenous Education Department and our Indigenous Youth Worker (available Mon | Tue | Fri in the counsellors’ suite). Also, check with your Band Office or Friendship Center.

- ☐ **Consider the need for further training.** This could be online courses, upgrading, certificates, training courses, self-study, or internships/ volunteering. *Please keep in mind that online courses must be fully completed and on your transcript by June 30th. Often, at the minimum a mid-term mark should be on your transcript by early March.*
- ☐ **If you haven't applied to a post-secondary institution yet, now it would be a good time!**
 - **University of Toronto** strongly recommends that BC applicants **apply by November 7th**. This is to allow sufficient time to complete all tasks on your personal to-do list and to have the chance of receiving an early offer. *FYI: The Nov 7 deadline only refers to the initial OUAC application. Transcripts and any other to-do items have later due dates.*
- ☐ **Do you have a “Plan B”?** If you are not accepted to your “first-choice” university/ college, do you have a backup plan?

NOVEMBER DATES:

Mon, November 3, 2025	SD43 Jr Fire Academy Info Session: Room 219 (next to the music room), 3.15 pm
Tue, November 4, 2025	University of Calgary: Recruiter info table (main lobby), after school
Wed, November 5, 2025	UVic Engineering & Computer Science: Recruiter presentation (library), starting at 3.15 pm
Wed, November 5, 2025	SD43 Virtual Trades Info Night, 6 pm
Thu, November 6, 2025	University of Waterloo: Recruiter presentation (library), starting at 3.15 pm
Wed, November 12, 2025	SFU Beedie School of Business: Recruiter presentation (library), 3.15 pm
Wed, November 12, 2025	Education Planner BC: Parents as Education & Career
Fri, November 14, 2025	CBSS Term 1 mid-term marks published
Tue, November 18, 2025	UBC Sauder School of Business: Campus Ambassador Presentation, library, starting at 3.15 pm
Thu, November 20, 2025	SFU Faculty of Applied Science: Recruiter presentation (library), 3.15 pm
Thu, November 20, 2025	SFU Faculty of Arts, Criminology department: Virtual info session for SD43 students interested in the Criminology major
Wed, November 26, 2025	Post-Secondary BC Day: Connect with recruiters from B.C. universities and colleges during our fair. You will also attend 2 info sessions of your choice. Block 1 & 2 (All grade 12 students are required to attend.)

DECEMBER

- ☐ **Double-check application deadlines** for all post-secondary institutions you are considering. Deadlines vary between institutions and programs and range from December to June.
- ☐ **Don't forget to send your transcripts (using STS) and to complete your to-do lists in the post-secondary applicant's portal** (if applicable).
- ☐ Make it a habit to **log into your various applicant portals** at least once a week.

- ☐ **Make sure to re-visit the financial aid page of the post-secondary school** you plan to attend. Some schools have program specific scholarships/ bursaries you can apply to through the institution's scholarship portal.

DECEMBER DATES:

Mon, December 1, 2025	Apply to UBC to be considered for Major Entrance Scholarships
Mon, December 15, 2025	Application deadline for SFU Entrance Scholarships (grade average +90%). https://www.sfu.ca/students/financialaid/entrance.html

JANUARY

- ☐ **Plan for a spring visit to your post-secondary school** if you can (or your top 2-3). Try to visit when school is in session, the experience will be very different than during break times. Sign up for a tour if possible – getting a feel for the campus and what to expect will make your decision which offer to accept hopefully easier.
- ☐ **Log into your applicant portal regularly. Check your emails often!** Post-secondary institutions may ask you to self-report first semester final grades, to upload transcripts, or to connect with them regarding missing information. You may have other open tasks on your applicant to-do list (i.e., supplementary applications). Make sure you have completed all tasks so that your application is ready to be evaluated.
- ☐ Have you filled out the [Student Transcripts Service](https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates/order-a-high-school-transcript-or-certificate) to give the Ministry of Education permission to send your grades to the post-secondary schools of your choice? Are you sure you have chosen the correct setting so that post-secondary institutions can keep receiving grade updates until your final marks come out after graduation? <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates/order-a-high-school-transcript-or-certificate>
- ☐ **January to April are busy scholarship months.** Keep checking the Informer, the Charles Best Career Centre website and your own resources for updates and new scholarships.

JANUARY INFO SESSIONS & IMPORTANT DATES:

Thu, January 15, 2026	Application deadline for UBC
Thu, January 22, 2026	CLC Capstone presentations (schedule tba)
Thu, January 27, 2026	CBSS term 1 final marks are published
Sat, January 31, 2026	Application deadline for SFU and for UVic
Sat, January 31, 2026	Transcript deadline (STS) for UBC and SFU.

FEBRUARY

- ☐ If you are leaving your home community for post-secondary, **apply for housing now.**

- ☐ Keep checking the status of your application and emails – in case there's a new to-do item.

FEBRUARY INFO SESSIONS & IMPORTANT DATES:

Wed, February 18, 2026	Scholarship Meeting #2 at the library, starting at 3.20 pm. Local scholarship packages (incl. the District Authority Awards) will be distributed. Those are scholarships only available to Dr. Charles Best grads. Students have until Sun, March 29, 2025, midnight, to complete and submit their application package.
------------------------	---

MARCH

- ☐ **Online/ distributed learning courses:** Please check the deadlines for completion on “your” post-secondary websites. You should have at least 50% completed by now. As a rule of thumb, you should plan to finish your online course at least one month before the university’s final deadline. It takes time for the teacher to mark your final assignments and to get the final mark onto your transcript. *One of the most common reasons why applicants lose their offer of admission is missing requirements due to not completing online courses by the deadlines.*
- ☐ **Check the status of your post-secondary applications and emails often!** Most offers will come out in March/ April based on grades sent by the Ministry of Education.

Sun, March 29, 2026	Completed Best Internal Scholarship applications are due (online) before midnight! This is the last day of Spring Break. If you want to apply, please start looking into it before Spring Break. You will need at least one reference letter. If you have questions about the application, see Ms Kaufmann <u>before</u> Spring Break. <i>School staff will not be available during Spring Break.</i>
---------------------	--

APRIL

- ☐ **Finished Career Life Connections? You must complete CLC to graduate!**

Fri, April 17, 2026	CBSS Term 2 mid-term marks published
---------------------	---

MAY

- ☐ **Grad Dinner & Dance:** Saturday, May 30th (starting at 6 pm at the Fairmont Waterfront Hotel Vancouver followed by the After-Grad festivities)
- ☐ Canadian Universities have now released the bulk of their admission offers. Have you been **waitlisted for your program of choice**? There is still a slim chance to get in through the waiting list, but admission officers highly recommend that students make their post-secondary decision based on the offers they have received.
- ☐ **Accept your offer:** Most offers of admission to B.C. universities expire on May 1st. Take note of your deadline. An admissions deposit might be required to secure your spot. If you miss the deadline, you will likely lose your spot.
- ☐ Please let the school know about any **scholarships you have won** so they can be acknowledged in the commencement program. Check the Informer for an online form where you can submit your information. Ensure you write a thank you note to the scholarship donor.
- ☐ **Financial Aid:** Check out www.studentaidbc.ca for info on Canada and BC student loans and grants. Apply early to secure funding if necessary.

JUNE

- ☐ **SD43 Trades Expo Fair** (formerly “hiring fair”): Wednesday, June 3rd (5-7pm) at Centennial
- ☐ **Commencement:** Tuesday, June 23rd (6 pm at Simon Fraser University in Burnaby)
- ☐ **French Leaving Celebrations:** Wednesday, June 24th (CBSS)
- ☐ **June 30th – On-line course completion deadline for SFU and UBC**
- ☐ Remember to send thank you notes for any scholarships you have won.
- ☐ Post-Secondary course registration is usually done mid-June to early July. Look for an email with your assigned time coming from your college/ university.
- ☐ FYI: Transcripts and Dogwood diploma will no longer be mailed to your home. The school will notify you by email when the diplomas are ready for pick up from the office (late August).

Disclaimer: Please double-check deadlines that are relevant to you. This handbook is meant as a guideline and there is a possibility that dates have changed since this booklet has been produced.

Congratulations to the Class of 2026!



POST-SECONDARY EVENTS & INFORMATION SESSION OPEN TO ALL

**This is only a small list of examples to give you an idea of the different types of events available. Make sure you fully understand the programs offered at the schools you are applying to and their application process. Attend a variety of different events to make an informed decision. *Check Career Centre website often. New events are constantly added.*

EVENT DATE	POST-SECONDARY EVENT
various dates	BCIT Info sessions: too many to list here, see website
Wed, Oct 8	BCIT Big Info Night/ Open House. Burnaby Campus. 4-7 pm. Register.
Thu, Oct 9	U.S. College & University Fair. West Point Grey Academy, Vancouver, 5-7 pm. Register.
Thu, Oct 9	Navigating BC post-secondary education: Webinar for international students. Register.
Sat, Oct 18	KPU Creative Connections Event. Wilson School of Design & Faculty of Arts, incl. Portfolio Review. Richmond, 10 am – 2 pm. Register.
Sat, Oct 18	Study & Go Abroad Fair, Vancouver. 12-6 pm. Register.
Sat, Oct 18	University of the Fraser Valley Open House, Abbotsford campus, 10 am – 2 pm. Register.
Tue, Oct 21	UBC Faculty of Arts, info webinar, 3.30 – 4.20 pm. Register
Tue, Oct 21	Western Ivey School of Business AEO, info webinar, 4-5 pm. Register
Tue, Oct 21	KPU Info Session for SD43 INTERNATIONAL students. 7 pm. More info
Wed, Oct 22	Waterloo Engineering, Application Tips, webinar, 2-3 pm. Register
Fri, Oct 24	SFU Environment Discovery Day (Pro D), Burnaby campus. Register
Tue, Oct 28	Douglas College Info Fair, New Westminster campus. Register
Wed, Oct 29	All About UBC webinar. 4 – 5.30 pm. Register.
Sat, Nov 8	Capilano University Open House – Squamish Campus. Register.
Wed, Nov 12	Education Planner BC Parent (& Student) Webinar. 6.30 pm. Register.
Mon, Nov 17	University of New Brunswick visiting Vancouver, incl. Admissions-on-the-spot. 6.30 pm, Delta Hotels Burnaby. Register.
Sat, Nov 8	Portfolio Review Day, Emily Carr University, Vancouver. Register.
Thu, Nov 13	UBC Application Workshop. Virtual. 4-5.30 pm. Register.
Mon, Nov 17	University of New Brunswick, Info & Application on the spot. 6.30 pm.
Mon, Nov 17	UBC Medical Outreach Ambassadors. Webinar, 6 pm. More info.
Thu, Nov 20	UBC Application Workshop. Virtual. 5.30-7 pm. Register.
Tue, Nov 25	U of Waterloo, Application webinar for BC students, 6 pm. Register.
Sat, Nov 29	Capilano University Open House – North Vancouver. Register.
Sat, Nov 29	University of Victoria Open House. More info.

Useful Websites

Gathering Information:

Charles Best Career Centre website > Post-Secondary section: Helpful links re. Choosing a program, applying to post-secondary, and sending your transcript

<https://www.sd43.bc.ca/school/charlesbest/ProgramsServices/career/Pages/Post-secondary.aspx#/=>

Post-Secondary Options in BC (Search and apply!)

<https://educationplannerbc.ca/>

Info on Ontario universities

www.ontariouniversitiesinfo.ca

Info on Ontario colleges

<https://www.ontariocolleges.ca/en>

Ontario University Application Site

www.ouac.on.ca

University study: Search programs across Canada

<http://www.universitystudy.ca/>

What can I do with a degree in ...?

<https://students.ok.ubc.ca/career-experience/what-can-i-do-with-my-major/>

US College Board, SAT info and Registration

www.collegeboard.com

Glossary of Post-Secondary Terms

<https://www.postsecondarybc.ca/glossary-terms/>

MacLean's Magazine university rankings

www.macleans.ca/universities

My Blueprint

<https://app.myblueprint.ca/?sdid=sd43>

Skilled Trades BC (formerly ITABC)

<https://skilledtradesbc.ca/>

Trades Program Finder/ Waitlist overview

<https://www.tradestrainingbc.ca/>

After Applying:

How to send your transcript to university?

https://www.youtube.com/watch?v=SSo_U7XmH8k

BC Transfer Guide (planning resource for students starting at the college level)

www.bctransferguide.ca

BC Student Aid (grants and loans): Apply in June of your grade 12 year

www.studentaidbc.ca

THE CANADIAN ARMED FORCES

The CAF will cover all tuition for education including all the textbooks and academic equipment you need. Students will earn a salary from the moment studies start, and there is guaranteed employment.
<http://www.forces.ca/>

Contact: Canadian Forces Recruiting Centre
620 Royal Avenue, New Westminster, British Columbia V3M 1J2
Phone: 604-694-6390
Email: info.vancouver@forces.gc.ca

Royal Canadian Military College: <http://www.rmc.ca/>