

Grade 12 Tip Sheet

September to December:

By now you probably have a pretty good idea of where you are starting after grade 12. Make an appointment to **see Mrs. Rieger**, SACHS Career Practitioner, to discuss your post secondary/career planning needs.

Marks matter. For admission to post-secondary programs, Grade 11 marks are considered until your completed Grade 12 marks are available. Have a clear understanding of which cores and options are admissible to your program of choice so you are presenting the highest average possible. Complete your options to the 30 level. Ask for help, get a tutor, study, do your homework. **Make every class count.**

Make sure you have a [MyPass](#) account where you will be able to view your progress towards graduation and view your credentials, detailed academic report and diploma exam results.

Confirm or create an account for your [MyAlberta Digital ID](#) This gives you access to government sites and services when applying for post-secondary and financing and much more. You need to have this in place in order to access [Apply Alberta](#) Alberta's online application system. Store your passwords somewhere safe, you will have three different accounts to keep track of.

Check out [scholarship opportunities](#) and start applying. Scholarships can be based on academics, athletics, volunteer hours, community service, a special skill or talent or a combination of these. Some require you to write an essay. Most require references from teachers. Use the Reference Letter Facilitation Form Tip Sheet to make it easier for your references. Teachers are busy, be sure to give them enough time.

Watch deadlines. Apply, apply, apply!

Attend [Post-Secondary Open Houses](#) and post-secondary sessions hosted at SACHS to understand all of your program options. Check **admission requirements, admission averages and application deadlines** as they can change from year to year. Make sure you are in the right high school courses to get into the program you want and that you have the required prerequisite courses (not always the same thing). Finish your 30 level option classes to raise your average!

Begin or update your Resume and Portfolio. Your Portfolio is where you can store all of your accomplishments and accolades. Try to be well rounded and include items that showcase achievements in a range of areas eg. academics, athletics, extra-curricular activities, volunteering, community involvement, special skills and/or knowledge and personal references that validate how great you are. Get involved at SACHS and in the community. Use this information to **start building your resume.**

Your Portfolio will assist you with writing your resume, applying for scholarships and with entrance interviews if your post secondary program requires one.

over→

Discuss **financing** for post secondary with your parents. Begin long range financial planning. Get a part time job.

Get your **Driver's License**.

(you will need an official Alberta ID to apply to post-secondary)

January to June:

Watch application deadlines for post-secondary schools. Your applications should be in or in soon if you are planning to attend in the fall.

If you are still waiting for an offer you should **update your application once diploma results and final combined marks are ready**. You should be watching your post-secondary school account and email. Stay on top of their requests or "to do lists" by checking in weekly. Missed emails or "To Do List" items may result in a cancelled application. Check in with Mrs. Rieger if you have questions about your application.

Pay your tuition deposit before the deadline. All institutions handle this differently, if you miss the deadline they assume you have chosen another route and will **cancel your application**.

Build your post-secondary class schedule and submit it early for best class selection. Class sections fill quickly, if you procrastinate you may find the classes you intend to take are full.

You are ultimately responsible for your own career path. Be sure to stay on top of all prerequisites, requirements, deadlines, dates, and other details.