

GRAD Data Submission Guide: **Adult Graduation Diploma**

The British Columbia Adult Graduation Diploma is a graduation pathway available to learners who are 18 years of age or older and are seeking a graduation credential.

Key Requirements

- Learners are eligible to enter the Adult Graduation Diploma Program at 18 years of age; this is the earliest age at which a learner may start the program.
- Of the five courses required for the Adult Graduation Diploma, credit must be earned for at least three after the adult learner has entered the program; courses started before program entry may count toward this requirement only if the learner completes at least 80% of the coursework after turning 18 years of age (assuming enrollment upon the student's 18th birthday).
- Learners under the age of 18 should not be counselled to pursue the Adult Graduation Diploma Program.
- Visit the [Adult Graduation Diploma](#) webpage for more information.

Historical Eligibility Reminder

Prior to the 2012-13 school year, learners had to be 19 years of age to enter the Adult Graduation Diploma Program. The current minimum entry age of 18 cannot be applied retroactively to learners born in 1994 or earlier. As a result, students born in 1994 and earlier may have completed courses at age 18 that do not count as courses completed after Adult Graduation Diploma Program entry.

Other Adult Learner Pathway Considerations:

- Not-Graduated Adults: adult learners who have not yet graduated may pursue either the Adult Graduation Diploma Program or the current [BC Graduation Program](#).
 - Learners pursuing the current BC Graduation Program must meet the requirements in effect at the time of graduation, which may differ from those in place when they originally attended school.
 - Learners may graduate under only one program; schools should ensure learners consider both options.
 - Schools can help compare options by reporting the learner on the current BC Graduation Program (2023) and then the Adult Graduation Diploma Program (1950) and reviewing the ministry TVR results for each.
- Graduated Adults: learners returning to [upgrade courses](#) should be reported under their original graduation program code (e.g., 2004, 2018 etc.) or else leave the program code blank.

Tip: Prior Provincial Exams May Satisfy Graduation Assessment Requirements

If an adult learner wrote an eligible provincial exam and passed the related course, they may have already met the provincial graduation assessment requirements of the current BC Graduation Program.

Reporting Guidance — Adult Graduation Diploma Program

- Graduation program code **must** be reported as '1950'.
- Grade level **must** be reported as 'AD' or 'AN'; in MyEducation BC, these are subgrades.
 - Use AD when the learner is ready to graduate as soon as requirements are met.
 - Use AN when the learner should not be evaluated for graduation at this time. *

* Use **AN** to prevent graduation before the program entry date established by the school. For example, a learner who completed courses at age 18 but did not enter the Adult Graduation Program until later should have an AN reported to give that learner time to address all requirements, including completing courses after program entry.

Tip: Career Education Courses

- Regular Career-Life Education (CLE) and Career-Life Connections (CLC) course codes are not recognized under the Adult Graduation Diploma program. If a learner wishes to carry these completed courses forward, codes must be converted as follows:
 - CLE/CLEF; or CLEA/ CLEAF and CLEB/ CLEBF report as → **CLE 12**
 - CLC/CLCF; or CLCA/CLCAF and CLCB/CLCBF report as → **CLCG 12**
- The original completion dates and marks must not be changed; likewise, session dates must always reflect when the course was originally completed, regardless of when the learner entered the Adult Graduation Diploma Program.

Reviewing the Transcript Verification Report (TVR)

Adult Graduation Diploma Program requirements are complex. As a result, the TVR graduation projections for Adult Graduation Diploma learners may not reflect all available pathways to graduation. Schools are encouraged to conduct manual reviews to confirm if an adult learner is on track to meet their graduation requirements.

Does the learner have...

☐ a [Language Arts 12](#) course, and

☐ a [Mathematics 11/12](#) course, and

☐ either

- three eligible Grade 12 courses, or
- two eligible Grade 12 courses and an eligible Social Studies 11 course

...and have they...

- ☐ earned credit for at least three of the above courses after turning 18 years, and
- ☐ earned credit for at least three of the above courses after entering the Adult Graduation Diploma program, and
- ☐ completed at least 80% of the course work of at least three of the above courses after entering the Adult Graduation Diploma program.

Non-Eligible Grade 12 courses

Certain courses cannot be used towards the Adult Graduation Diploma:

- 2-credit courses
- Independent Directed Studies or IDS courses
- Board/Authority Authorized or BAA courses
- Locally Developed or LD courses
- Historic (i.e., non-active or closed) Career Program (CP) courses

Post-Secondary Institution Adult Graduation Diplomas

Adult learners may choose to complete their Adult Graduation Diploma requirements through a [public post-secondary institution](#). In these cases, the post-secondary institution is responsible for issuing the graduation credential and maintaining the supporting records. Schools should not re-report historical course information solely to generate a ministry transcript or certificate; learners requiring documentation for an Adult Graduation Diploma completed through a post-secondary institution should contact the issuing institution directly.

Tip: Transfer Credit from Public Post-Secondary Institutions

If the learner is actively working towards their Adult Graduation Diploma through a K-12 school, eligible courses previously completed through a BC public post-secondary institution may be applied toward their graduation requirements.

Questions? Student.Certification@gov.bc.ca