

Personal Development Credit Student Notification Form

Please complete and submit this form *after* you have completed all the requirements for a personal development credit.

A Personal Development Credit cannot be entered on your transcript unless this form is accompanied by the appropriate certificate or letter provided to you by the approved course or program provider. It is the responsibility of students to provide a copy of the certificate or letter of completion **prior to the deadline.** (See school counsellor for school deadline.)

Student Information

Student Name _____

Student ID Number _____

Grade _____ School _____

Organization _____

Name of Credit or Course Title: _____

Signatures

Student Name (please print)

Parent/Guardian Name (please print)

Student Signature

Parent/Guardian Signature

School Record (To be completed by School Official)

A final certificate or letter of completion has been provided by the student. _____ (Yes/No)

1. This Personal Development Credit has been recorded as a credit toward the five elective credits required for graduation _____

OR

2. This Personal Development Credit has been recorded on the transcript as a credit beyond the 5 elective credits required for graduation _____

School Official's Name (please print)

School Official's Signature

Date