

Grade 12 Transition Plan Preparation Guide

Read this before you open the Google Form. It lists every question you'll be asked so you can gather your information, talk with your family, and do your research ahead of time. The form will go much faster, and your answers will be better, if you come prepared.

Gather these before you start

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|---|---|
| ☐ Your PowerSchool login (legal name, courses, marks) | ☐ Any AP classes and AP exams you're taking |
| ☐ Your overall averages for Grades 9, 10 and 11 | ☐ Your personal email and a parent/guardian email |
| ☐ Your Semester 1 and Semester 2 course codes (and spares) | ☐ Your plan for September 2027 , already discussed with your parents |
| ☐ Your 40 community hours status and whether the paperwork is submitted | ☐ If you're applying to college or university: 3 school and program choices , each with its minimum average and prerequisites |
| ☐ Your OSSLT / OLC40 status | ☐ A back-up plan |
| ☐ Your online learning requirement status (completed or opted out) | ☐ Notes for your "About Me" profile (activities, awards, jobs, etc.) |

How the form works

Some questions only appear based on your earlier answers. The most important one is **"What are your plans for September 2027?"** (Section 4). Your answer there decides which follow-up questions you'll see. Section 5 is only for students heading to college or university.

1 Getting Started

- ☐ **Email address**
Use your school email.

- ☐ **What is the current grade of the student looking to complete this plan or application?**
Choose **Grade 12**.

- ☐ **Will your parents be attending the meeting, if you are planning to book an appointment?**
Ask your parents ahead of time.

- ☐ **Based on the student's last name, please select their counsellor.**
The form shows a chart of counsellors by last name.

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- ☐ **Which option are you completing today?**

Choose **Gr 12 Transition Plan**.

2 About You & Graduation

- ☐ **Please select your name from the list.**

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- ☐ **Have you graduated already?**

For example: "No – I plan on graduating with BR and receiving my diploma from BR."

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- ☐ **Gender**

This is only needed if flowers and boutonnieres are handed out.

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- ☐ **Which of the following would best describe you?**

This is used **only** to find post-secondary opportunities, bursaries and scholarships for you.

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- ☐ **Have you participated in the graduation ceremony already?**

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- ☐ **Legal name agreement**

Student Services will use your **legal name as it appears in PowerSchool** for all graduation activities and documents. **Log in to PowerSchool now and check it.** If it's wrong, see Student Services.

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- ☐ **Have you completed the online learning graduation requirement?**

Know whether you've completed your online credits or already opted out.

3 Academics & Graduation Requirements

- ☐ **Are you taking any Grade 12 AP classes?**

IF YES, YOU'LL ALSO BE ASKED

- Which AP classes are you currently taking or plan on taking?
- Which AP **exams** are you planning on taking?
- Please provide your personal email address.

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- ☐ **As of today, have you completed 40 hours of community service?**

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- ☐ **As of today, have you SUBMITTED the paperwork for your 40 hours to Student Services?**

Know whether you've handed in all of it, some of it, or none.

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- ☐ **Have you passed the OSSLT (literacy test), or is the Literacy Course (OLC40) on your timetable?**

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- ☐ **Are you on track to graduate this year?**

This means you expect to have **18 compulsory and 12 elective credits** by the end of June. Check your credit count in PowerSchool.

- ☐ **Record your overall average for Grade 9, Grade 10 and Grade 11.**

Find these in PowerSchool and write them here:

Grade 9 average

Grade 10 average

Grade 11 average

- ☐ **Select the courses you are taking in SEMESTER 1 and SEMESTER 2.**

Have your timetable open. If you have a spare, select **SPARE** as one of your classes.

	Period 1	Period 2	Period 3	Period 4
Semester 1				
Semester 2				

4 Your Plan for September 2027

This is the key question. Talk it over with your parents/guardians **before** you fill out the form, because you'll be asked to confirm that they know your plans.

- ☐ **What are your plans for September 2027?**

Depending on your choice, you'll be asked **one** follow-up question:

If your plan is...	Be ready to answer
Returning to high school	Provide a rationale for your return and list the courses you would take.
Working	Where would you work? Would you take any night school or online courses?
Taking a gap year	What would you do during your gap year, and how will you research the opportunities available to you?
An apprenticeship	What type of apprenticeship would you enroll in? Is it part of an OYAP program?
College/university outside Ontario or with an athletic scholarship	Name the college/university and say whether you're seeking an athletic scholarship.
Ontario college or university	You'll go on to the Post-Secondary Choices section (Section 5).

5 Post-Secondary Choices (college & university students)

Do your research on ontariocolleges.ca, ontariouniversitiesinfo.ca (OUInfo) and each school's program page. For every choice you'll need the school, the program, the minimum average needed to get in, and the prerequisite courses.

- ☐ **Do you plan on attending a post-secondary institution next year?**

☐ **For your FIRST, SECOND and THIRD choices, you'll be asked:**

• The school • The program you're interested in • The minimum average needed to get into that program • A checklist of the prerequisites needed for that program (e.g., ENG4C, MAP4C, SPH4C / ENG4U, MHF4U)

	School	Program	Min. average	Prerequisites
1st choice				
2nd choice				
3rd choice				

☐ **What steps will you take to help you get into your desired college/university program?**

Think about your marks, prerequisites you still need, application deadlines, portfolios or auditions, open houses and so on.

☐ **What is your back-up plan in case you don't get into any of your top 3 university or top 5 college program choices?**

6 About Me

This builds a profile your counsellor can use for applications, references, scholarships and bursaries. Be specific: include names, dates and roles. If something doesn't apply to you, you can write "None."

You'll be asked about	What to include	Your notes
Proposed Area of Study	The field you want to study or work in (e.g., Nursing, Engineering, Skilled Trades)	
Special Characteristics	Anything that makes you stand out or that your counsellor should know about you	
Extenuating Circumstances	Anything that has affected your marks or school experience	
Extra-Curricular Activities	School teams, clubs, councils, arts, leadership roles	
Community Involvement	Volunteering and community groups outside school	
Awards	Academic, athletic, arts, citizenship and other awards (with year)	
Faith Involvement	Parish, youth ministry, retreats, liturgy, faith-based service	
Employment	Current and past jobs: employer, role, how long	

7 Wrapping Up

- ☐ **Would you like to book an appointment with your counsellor to discuss anything graduation or pathways related?**
- ☐ **I confirm that all the information entered in this form is truthful and has been researched to the best of my ability.**
- ☐ **My parents are aware of my intentions in Sept 2027.**
Talk with them first!
- ☐ **Please provide a parent/guardian email address (if under 18 years old).**

Questions? Visit Student Services or contact your counsellor. Tip: keep this sheet next to you while you complete the Google Form.