

Achieve Program: School Referral Form

This form should be completed by the student's most recent teacher and/or others familiar with their high school program and performance (i.e. - school administrator, guidance counselor, etc.).

Personal Information

Student Name: _____
Last First M.I.

School Name: _____ Grade Level: _____

School Board: _____

A: Learner profile of strengths and needs: Functional living skills

Area	Strength	Challenges
Functional Literacy Skills <i>(including Grade Level)</i>		
Functional Numeracy Skills <i>(Including Grade Level)</i>		
Independent Living Skills		
Employability Skills		
Social/Recreation Skills		
Adaptive Aids		
Instructional Strategies		

B: Recommendation for the Achieve program

Why do you think this student would be a good candidate for this program?

C: Parental contact: To be completed for students under 18

To be completed for students under 18. The parents of this recommended candidate were provided with information on this transition program at the Nova Scotia Community College and were advised to contact the campus for further information.

The parents of this recommended candidate were contacted on: _____
Date

They were contacted by: _____
Name

D: Other information

Is there any additional information you would like to share about this candidate?

E: Signature block

This referral form was completed by:

Name: _____ Signature: _____

Position: _____ Date: _____

F: Final steps

This form must be accompanied by the following documents:

- Official Transcript of Marks – including Academic IPP's (In Progress and/or Final)
- Individual Program Plan (IPP) for Social Development or Life Skills

These forms can be mailed or emailed to the NSCC Admissions Office:

PO Box 220
Halifax, NS B3J 2M4
documents@nsc.ca

Tel: 902-491-4911 (Metro Halifax)
Tel: 1-866-679-6722 (toll-free)

TTY: 902-491-5509 (Metro Halifax)
TTY: 1-866-288-7034 (toll-free)