

Out of Province Credits

Tip Sheet for High School Students and Parents

Welcome

We are excited to welcome you to the Calgary Board of Education (CBE). Here is some important information to consider as you begin your journey to an Alberta-accredited CBE high school program.

Find a School

Every child in Calgary has a designated school based on their home address and the program they choose. You can apply to attend any school, even if it is not your designated school. Each principal determines if their school has capacity to accept out-of-boundary students.

For further information please visit the [Find a School](#) page of the CBE website.

Process for courses completed outside of Alberta

Once you have chosen a school, based on your home address and program, here is some information that may help:

- 1 | Submit all transcripts, or other official statements, of your secondary course work to the CBE school you plan to attend. These are courses grades 10 through 12. It may also be helpful to also provide a description of the course(s) to help with the accreditation process, however this is not required.
- 2 | The CBE school principal, in collaboration with the Student Services Team, will consider these documents in relation to approved Alberta Education high school courses. The [Alberta Education's Guide to Education](#) will be used to assess the transcripts.
- 3 | Assessment of coursework completed outside of an Alberta-accredited school will be reported with a mark of "P" for pass on your Alberta high school transcript. Only those courses resulting in a "P" for pass will be reported.

For courses the student has been identified as passing, credits may be awarded; if no equivalent Alberta-approved high school course is available, unassigned credits may be awarded.

For more information, please visit [Alberta Education's Guide to Education](#).



Alexander Rutherford Scholarship



- Purpose: To recognize and reward academic achievement at the high school level and to encourage Alberta students to pursue post-secondary studies
- Eligibility:
 - Be an Alberta resident at the time of application. You or your parent(s)/legal guardian must have resided in Alberta at least 12 consecutive months prior to starting post-secondary studies. You are not eligible to receive a scholarship with respect to any grade unless your parent(s)/legal guardian were a resident in Alberta throughout the whole of that grade.
 - **Important note:** Students will have to get a transcript from the Ministry of Education of their home province for courses taken outside Alberta to the student's Alberta Student Aid account be eligible.

For more information, please refer to the [Alberta Student Aid site](#).



Thank you for choosing the CBE.

