

# St. Maurice School - Business Education Program (BEP)

The St. Maurice School Business Education Graduation Certificate will be awarded in addition to the St. Maurice School Diploma and the Manitoba Education Diploma (upon successful completion of their respective criteria).

## Criteria for the Business Education Certificate

- Successful completion of all of the prescribed Business Ed. credit courses, listed below, with a minimum average of 60% over all of these required courses. (6.5 credits in total)
- All 6.5 BEP credits must be obtained in advance of the June High School Graduation for the student. The BEP Certificate will not be awarded to a student who must complete or repeat BEP courses after they have graduated from high school at St. Maurice School (SMS).

## Business Education Program (BEP) and Business Courses

The BEP formally begins at the Grade 10 level, although a Grade 9 course (Applying ICT 1 15F) is included in the BEP required courses (this course is compulsory for all Grade 9 students attending St. Maurice School).

The business courses listed below are set to be offered in the upcoming school year. Other business courses may be added in future years, subject to staffing and scheduling concerns. The school reserves the right to withdraw a planned course if fewer than three students register for it, or if appropriate staffing becomes unavailable.

The substitution of other Manitoba Education approved Business Ed. Courses, obtained through the Independent Study Option or from a previous school, may be permitted with the approval of the St. Maurice School Administration.

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### Grade 9

Applying ICT 1 15F (0.5 credit)

- scheduled as a compulsory course for all Grade 9 students at St. Maurice School

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### Grade 10 - BEP Year 1

- Courses must be chosen by BEP students as their Grade 10 option courses as follows:

ONE OF:      a) Print Communications 25S (0.5 credit), *and* Web Design 35S (0.5 credit)  
                  or    b) Career Development 20S

AND BOTH OF:

                  Futures in Business 15G - Term 1      (0.5 credit)

                  Start Your Own Business 25G - Term 2 (0.5 credit)

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### Grade 11 - BEP Year 2

- All listed courses must be chosen by BEP students among their Grade 11 option courses

Law 40S (1.0 credit)

- Though this course carries a 40S level designation, it will be offered within the timetabling of the Grade 11 options courses.

Accounting Principles 30S (1.0 credit)

- This course does not satisfy the Grade 11 Mathematics requirement for graduation at SMS

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**Grade 12 - BEP Year 3**

- All listed courses must be chosen by BEP students among their Grade 12 option courses

Economics 40S (1.0 credit)

Accounting Systems 40S (1.0 credit)

- Prerequisite: Accounting Principles 30S
  - This course does not satisfy the Grade 12 Mathematics requirement for graduation at SMS
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**Business Education Program Notes**

- Business Ed. Courses offered at St. Maurice School may be taken by students not registered in the BEP.
- Students entering St. Maurice School or the BEP after Grade 9 may still be eligible to obtain the credits necessary for the St. Maurice School Business Education Certificate. The required credits may be
  - a) scheduled for them at St. Maurice if the school's master timetable permits, else
  - b) obtained via the Independent Study Option (Distance Learning) of Manitoba Education. Any costs incurred to take any course via the Independent Study Option will be the responsibility of the student / parent(s).Students are to consult with a high school administrator as early as possible in the school year with respect to their specific needs.

- Courses formerly offered at St. Maurice as part of the Business Ed. Program include Advanced Keyboarding 25S and Software Applications 30S. Students registered in the BEP who have earned credit in Advanced Keyboarding 25S may substitute it for Applying ICT 1 15F. Students registered in the BEP who have earned credit in Software Applications 30S (full credit) may substitute it for Print Communications 25S and Web Design 35S (2 x half-credit).
- Should a student choose to repeat a course to increase their mark, they may do so via the Independent Study Option (Distance Learning) of Manitoba Education, or via a repeater summer school course (if available). Any costs incurred to repeat any course via the Independent Study Option or a Summer School will be the responsibility of the student / parent(s).

Reminder: The awarding of the Business Education Certificate requires the successful completion of all of the prescribed credit courses, with a minimum average of 60% over all of those required courses.

- Should a student fail a required course of the BEP, he or she must repeat and pass the course via the Independent Study Option (Distance Learning) of Manitoba Education, or via a repeater summer school course (if available), in order to remain registered in the BEP at St. Maurice School. Any costs incurred to repeat any course via the Independent Study Option or a Summer School will be the responsibility of the student / parent(s).

Reminder: All 6.5 BEP credits must be obtained in advance of the June High School Graduation for the student.

Please direct your questions about the Business Education Program to a High School Administrator or the Business Education Teacher at St. Maurice School.