



Richmond Adult Education

12090 Cambie Road Richmond BC V6V 1G5

604.668.7899 | rce@sd38.bc.ca | www.richmondce.ca



Whether you are ...

- Simply wanting to learn English for work or pleasure;
- A high school graduate looking to upgrade your course mark;
- Someone who graduated from high school in another jurisdiction now wishing to take courses for post-secondary admission;
- Or looking to obtain a BC high school graduation diploma or to work with students with diverse abilities or disabilities.

Richmond Continuing Education is here to help you!

1

ENGLISH COURSES

Foundations Language
Courses

Grade 10-12

2

HIGH SCHOOL COMPLETION & UPGRADING

3

REAP

Richmond
Education Assistant
Program



Adult Secondary Courses Offered

English

Math

Sciences

General Academics
Humanities

Choice of Formats

Teacher-Led
Class-based

Blended Online
Self-Paced

Day or Evening

ADULT SECONDARY COURSES

FOUNDATIONS LANGUAGE ARTS (FLA)

A series of **class-based, teacher-led** English courses (Levels 1-7) to prepare students for higher level academic English courses.

GRADE 10-12 ENGLISH

Class-based, teacher-led OR Blended, Online *

Creative Writing 10 (blended online only)

Composition 10 (blended online only)

Literary Studies 11

English Studies 12

English First Peoples 12

MATH

Blended, Online Format *

Foundations and Pre-Calculus 10

Foundations/Workplace/Pre-Calculus 11

Apprenticeship/Workplace/Pre-Calculus 12

Calculus 12

SCIENCE

Blended, Online Format *

Life Sciences 11

Anatomy & Physiology 12

Physics 11 and 12

Chemistry 11 and 12



GENERAL ACADEMICS/HUMANITIES

Blended, Online Format *

BC Socials First Peoples 12

Career Life Connections 12

Career Life Education 12

Comparative World Religions 12

Child Development and Caregiving 12

Law Studies 12

Philosophy 12

Science for Citizens 11

Social Justice 12

Social Studies 10 and 11

*** NOTE:** All blended, online courses are open to students who reside in Richmond, and are delivered through Richmond Virtual School.



ENGLISH

Foundation Language Arts Levels 1-7
Literary Studies 11
English Studies / English First Peoples 12

MATH

MA 11 Foundations/Workplace/Pre-Calculus
MA 12 Apprenticeship/Foundations/Pre-Calculus/Calculus

SCIENCE

Anatomy & Physiology 12
Life Sciences 11
Chemistry 11 & 12
Physics 11 & 12

TUITION FREE COURSES FOR GRADUATED ADULTS

Need help with course planning?

Contact our academic advisor at 604-668-7899 ext 1, or email bmostat@sd38.bc.ca

I WANT TO LEARN ENGLISH - WHAT SHOULD I DO?

- Step 1** Visit www.richmondce.ca and register to take an English Test for Adult Secondary
- Step 2** Take the English Test in person at Adult Education Centre, 12091 Cambie Road
- Step 3** Wait for test results to be sent to you by e-mail within a week of test date.
- Step 4** Note registration dates for each term. Register for classes according to your test result or one level lower. Registration starts at 9 pm online, www.richmondce.ca. First come, first served.
- Step 5** If a class is full, make sure to add your name to Waitlist. You will be contacted as soon as space becomes available within the first two weeks of term.



English Test (\$45)

- For students who have never attended Richmond Continuing Education, who do not have Grade 10 English from Canada, or if it has been more than two years since you have taken classes with us.
- Taken in person, using a computer at the Richmond Adult Education Centre.
- Covers Grammar, Reading, Listening and Writing, and takes about two hours to complete.
- Test results - available by email within a week of test date. Results are valid for one year and can be used to register for Richmond Continuing Education courses only.
- Outside assessment test results eg IELTS, TOEFL, not accepted.

WHAT IS THE ADULT GRADUATION DIPLOMA

The British Columbia Adult Graduation Diploma, also known as the Adult Dogwood, is a high school equivalency diploma for adults aged 18 and older in British Columbia who wish to complete their secondary school graduation requirements. It allows adults to earn a diploma by completing specific courses or through prior learning assessment.

To graduate with an Adult Graduation Diploma, students must be at least 18 years old and have successfully completed a minimum of five (5) courses (20 credits):

- > English Studies 12 or English First Peoples 12; +
- > Math 11 or Math 12; +
- > Three (3) Grade 12 courses OR Social Studies 11 and two (2) Grade 12 courses

While the Adult Graduation Diploma is acceptable with most post-secondary institutions, specific pre-requisite courses may be required by some post-secondary programs. Students are encouraged to do their own research on the necessary requirements for admission into their program of choice.



WHO IS ELIGIBLE

Aged 17 and older
AND
Ordinarily resident in British Columbia
(Richmond residents only for blended, online courses)

- ☒ Canadian Citizens
- ☒ Permanent Residents
- ☒ Convention Refugees / Refugee Claimants
- ☒ Study Permit Holders
- ☒ Work Permit Holders with proof of employment



HOW MUCH DOES IT COST

\$0 - students who meet eligibility requirements and have not graduated from secondary school in BC or anywhere around the world.

\$0 - graduated adults who wish to take English Foundations Courses, Grade 11 and 12 English, Math and Science courses (see page 2 for list of tuition-free courses)

\$550 - graduated adults who wish to take Grade 10 English/Math and General Academic courses

\$1,500 - international students with valid study permit

(Cost per course)

DOCUMENTS REQUIRED FOR REGISTRATION

Proof of Status in Canada

One of the following:

- Canadian Birth Certificate and photo ID
- Canadian Passport
- Canadian Citizenship Card or certificate with photo ID
- Confirmation of Permanent Residence and photo ID
- Permanent Resident Card
- Refugee Claimant documentation and photo ID
- Convention Refugee - Notice of Decision
- Indigenous documentation or band card
- Work Permit valid for one year or more and photo ID + proof of employment (employed for at least 20 hours per week in BC + letter of employment on company letterhead stating position, start date and number of hours worked + two current paystubs)
- Study Permit valid for the duration of study

AND

Proof of Residency in BC

Two of the following:

(showing name and current address)

- * BC Driver's Licence
- * BC Services Card
- * BC ID card
- * Bank Statement or Client Profile
- * Phone Bill
- * Utility Statement
- * Rental Agreement or Contract of Purchase & Sale

Need help with course planning?

Contact our academic advisor at 604-668-7899 ext 1, or email bmostat@sd38.bc.ca

ENGLISH COURSES

ENGLISH - FOUNDATIONS (FLA) Levels 1-7 (teacher-led, in person courses)

COURSE NAME	DAYS	TIMES	DATES	REG BEGINS online at 9 pm
Foundations English Levels 2-7	M-T-W-TH	9:00 am-11:30 am	Nov 12- Jan 21	Th Oct 30 2025
Foundations English Levels 1, 3-7	M-T-W-TH	12:00 pm-2:30 pm	Nov 12- Jan 21	Th Oct 30 2025
Foundations English Levels 1, 3-7	M-T-W-TH	9:00 am-11:30 am	Jan 26 - Apr 8	Th Jan 8 2026
Foundations English Levels 2-7	M-T-W-TH	12:00 pm-2:30 pm	Jan 26 - Apr 8	Th Jan 8 2026
Foundations English Levels 1-7	T & TH	6:30-9:00 pm	Jan 22 - May 28	Th Jan 8 2026

GRADE 11-12 ENGLISH (teacher-led, in person courses)

COURSE NAME	DAYS	TIMES	DATES	REG BEGINS online at 9 pm
Literary Studies 11 (MLTST11)	M-T-W-TH	9:00 am-11:30 am	Nov 12- Jan 21	Th Oct 30 2025
English Studies 12 (MENST12)	M-T-W-TH	12:00-2:30 pm	Nov 12- Jan 21	Th Oct 30 2025
English First Peoples 12 (MENFP12)	M-T-W-TH	12:00-2:30 pm	Nov 12- Jan 21	Th Oct 30 2025
Literary Studies 11 (MLTST11)	M-T-W-TH	9:00 am-11:30 am	Jan 26 - Apr 8	Th Jan 8 2026
English Studies 12 (MENST12)	M-T-W-TH	12:00-2:30 pm	Jan 26 - Apr 8	Th Jan 8 2026
English First Peoples 12 (MENFP12)	M-T-W-TH	12:00-2:30 pm	Jan 26 - Apr 8	Th Jan 8 2026
English Studies 12 (MENST12)	T & TH	6:30 pm-9:00 pm	Jan 22 - May 28	Th Jan 8 2026

GRADE 10-12 ENGLISH (blended, online courses - for Richmond residents only)

COURSE NAME	DAYS	TIMES	DATES	REG BEGINS via Academic Advisor
Composition & Creative Writing 10 (MCMP/CW-10)	M & W	9:00 am-11:30 am	Jan 26 - Jun 10	Mon Jan 5 2026
Composition & Creative Writing 10 (MCMP/CW-10)	T & TH	6:30 pm-9:00 pm	Jan 22 - May 28	Mon Jan 5 2026
Literary Studies 11 (MLTST11)	M & W	9:00 am-11:30 am	Jan 26 - Jun 10	Mon Jan 5 2026
Literary Studies 11 (MLTST11)	T & TH	6:30 pm-9:00 pm	Jan 22 - May 28	Mon Jan 5 2026
English Studies 12 (MENST12)	M & W	9:00 am-11:30 am	Jan 26 - Jun 10	Mon Jan 5 2026
English Studies 12 (MENST12)	T & TH	6:30 pm-9:00 pm	Jan 22 - May 28	Mon Jan 5 2026
English First Peoples 12 (MENFP12)	M & W	9:00 am-11:30 am	Jan 26 - Jun 10	Mon Jan 5 2026
English First Peoples 12 (MENFP12)	T & TH	6:30 pm-9:00 pm	Jan 22 - May 28	Mon Jan 5 2026

MATH & SCIENCES

These courses are conducted in a blended, online format. Course content is delivered through a computer program called Moodle, with a teacher available onsite to support students. In person attendance at our Adult Education Centre is required for the first class, for tests and exams; at all other times, students are welcome to use one of our computer labs for study sessions throughout the term or may choose to work through course content at home. Students must demonstrate regular engagement with the course through communication with the teacher and submission of assignments. Submission of a significant portion of assignments at the end of the course will not be considered satisfactory completion of the course requirements.

Students must be ordinarily resident in Richmond in order to be eligible to take these courses.

Course fee:

Graduated Adults taking Grade 10 Math: \$550.00

Graduated Adults taking Grade 11 & 12 Math & Science courses: \$0 (funded by BC Ministry of Education)

Non-graduates: \$0 (funded by BC Ministry of Education)

TO REGISTER:

Contact Bob Mostat, Academic Advisor
604-668-7899 ext 1 | bmostat@sd38.bc.ca

Courses Offered

Math 10 Foundations & Pre-Calculus (FMP-10)
Math 10 Workplace (WPM-10)
Math 11 Foundations (FMP-11)
Math 11 Workplace (WPM-11)
Math 11 Pre-Calculus (PREC11)
Math 12 Apprenticeship (APPR12)
Math 12 Foundations (FOM-12)
Math 12 Pre-Calculus (PREC12)
Math 12 Calculus (CALC12) (evenings only)

Life Sciences 11 (LFSC11)
Anatomy & Physiology 12 (ATPH12)
Chemistry 11 (CH-11)
Chemistry 12 (CH-12)
Physics 11 (PH-11)
Physics 12 (PH-12)

SEMESTER DATES	DAYS	TIMES	REGISTRATION BEGINS via Academic Advisor
Nov 12, 2025 - Jan 21, 2026	M-T-W-TH	9:00 am-11:30 am	Mon Oct 20 2025
Nov 12, 2025 - Jan 21, 2026	M-T-W-TH	12:00 pm - 2:30 pm	Mon Oct 20 2025
Jan 22, 2026 - May 28, 2026	T & TH	6:30 pm-9:00 pm	Mon Jan 5 2026
Jan 26, 2026 - Apr 8, 2026	M-T-W-TH	9:00 am-11:30 am	Mon Jan 5 2026
Jan 26, 2026 - Apr 8, 2026	M-T-W-TH	12:00 pm - 2:30 pm	Mon Jan 5 2026

Need help with course planning?

Contact our academic advisor at 604-668-7899 ext 1, or email bmostat@sd38.bc.ca

GENERAL ACADEMICS

General Academic courses are conducted in a blended, online format. Course content is delivered through a computer program called Moodle, with a teacher available onsite to support students. In person attendance at our Adult Education Centre is required for the first class, for tests and exams; at all other times, students are welcome to use one of our computer labs for study sessions throughout the term or may choose to work through course content at home. Students must demonstrate regular engagement with the course through communication with the teacher and submission of assignments. Submission of a significant portion of assignments at the end of the course will not be considered satisfactory completion of the course requirements.

Students must be ordinarily resident in Richmond in order to be eligible to take these courses.

Course fee:

Graduated Adults (in BC or anywhere in the world): \$550.00

Non-graduates: \$0 (funded by BC Ministry of Education)

TO REGISTER, contact Bob Mostat, Academic Advisor.

604-668-7899 ext 1 ~ bmostat@sd38.bc.ca

Courses Offered

BC First Peoples 12 (BCFP12)
 Career Life Connections 12 (CLC12)
 Career Life Education (CLE12)
 Comparative World Religions 12 (CWR12)
 Child Development and Caregiving 12 (CDAC12)
 Law Studies 12 (LST12)
 Philosophy 12 (PHIL12)
 Physical Geography 12 (PGEO12)
 Science for Citizens 11 (SCCT11)
 Social Justice 12 (SJ12)
 Explorations in Social Studies 11 (EPSS11)
 20th Century World History (WH-12)



SEMESTER DATES	DAYS	TIMES	REGISTRATION BEGINS via Academic Advisor
Sep 8, 2025 - Jan 14, 2026	M & W	9:00 am-11:30 am	Mon Aug 11 2025
Sep 9, 2025 - Jan 20, 2026	T & TH	6:30 pm-9:00 pm	Mon Aug 11 2025
Jan 26, 2026 - Jun 10, 2026	M & W	9:00 am-11:30 am	Mon Jan 5 2026
Jan 22, 2026 - May 28, 2026	T & TH	6:30 pm-9:00 pm	Mon Jan 5 2026

Need help with course planning?

Contact our academic advisor at 604-668-7899 ext 1, or email bmostat@sd38.bc.ca



PRE-REQUISITES

Richmond Continuing Education has established minimum prerequisite marks and courses. Some students may be required to complete an English Assessment in order to be placed in courses within the Adult Secondary Program.

WAITLISTS

If a course is full, please add your name to the Waitlist. Using our online registration system, click on the name of the course you wish to be waitlisted for - select "Add to Waitlist". More classes may be opened if there is sufficient interest and if classroom space is available. You will be contacted only if a space becomes available.

ATTENDANCE

Regular attendance is expected to ensure academic success. As our school terms are short (only 32 sessions long), we strongly advise students not to miss more than five (5) sessions. Extended absences have a negative impact on learning and may result in removal from a course.

Due to limited number of spaces in a course, please register only if you can commit to attending for the entire duration of the course.

WITHDRAWALS & REFUNDS

To withdraw from our courses, please complete a Course Withdrawal Form available from the school office or email rce@sd38.bc.ca

Withdrawal from our blended, online courses may result in a student not being able to register for the same course for one year.

Where tuition fees apply, refunds of said fees (less 15% transaction fee) are issued only for courses cancelled by Richmond Continuing Education. There are no tuition refunds for student withdrawals.

REPORT CARDS, TRANSCRIPTS & GRADUATION DIPLOMA

Report cards are issued to adult secondary students at mid-term and at the end of each term/semester.

At the end of each term/semester, final course marks are submitted to the BC Ministry of Education. Students who successfully complete a Grade 11 or Grade 12 course will see their final mark reflected on their official transcript.

Transcripts may be used to apply for admission to colleges or universities or for job search purposes.

Students may view their transcripts through the BC Ministry of Education's online Student Transcripts Service (STS). This service allows students to order official transcripts or graduation diplomas from BC or Yukon secondary schools.

Students who meet graduation requirements will receive a graduation diploma from the Ministry of Education.

For more information, visit: www.StudentTranscripts.gov.bc.ca

Richmond Education Assistant Program (REAP)

Full Time or Part Time



Do you have a passion to work with students with diverse abilities and disabilities? If you do, consider joining our Richmond Education Assistant Program (REAP). REAP will help you acquire practical skills and knowledge to work as an Education Assistant in different school settings.

Application Requirements:

- Secondary school graduation from Canada or equivalent
- Passed English 12 or Communications 12 from a Canadian secondary school, or the REAP English Test (IELTS, CELPIP, Duolingo and TOEFL test scores are not accepted)
- Strong written and oral English skills.



Part Time Program

January 2026 to February 2027

Class Times & Format:

Monday & Wednesday, 6 p.m.-9 p.m. (online via Zoom) and Saturday, 9 a.m.-3 p.m. (in person)*

Applications accepted beginning mid-September 2025.
Deadline for applications: mid October 2025

Part Time & Full Time
Program Fees:

\$6,250.00

* Adult Education Centre,
12091 Cambie Road

Full Time Program

July 2026 to November 2026

Class Times & Format:

Monday to Friday, 9 a.m.-3:30 p.m. (in person)*

Applications accepted beginning February 2026.
Deadline for applications: mid April 2026



Q: How do I register for courses?

A: In person English courses - online via www.richmondce.ca. All blended online courses - through our Academic Advisor, Bob Mostar (604-668-7899 ext 1, bmostar@sd38.bc.ca)

Q: I took some Foundations Language courses at another Continuing Education centre. Do I still need to take the English Test?

A: Please provide a copy of your report card for our review and we will let you know if an English Test is needed.

Q: I was a BC high school student on the 2014 or 2023 grad program but I did not graduate. Can I transfer my previous course credits to the Adult Grad Program?

A: Yes, you may transfer some of your previous course credits to the Adult Grad Program. However, at least three courses must be completed after enrolling in the Adult Grad Program.

Q: I attend high school during the day. Can I take courses with Continuing Ed at night?

A: Yes, provided you have a letter of permission from your high school Principal. Please speak with your high school counsellor and parents/guardians before making an appointment to see our Academic Advisor.

Q: I graduated in another country. Can I still take high school courses with Richmond Continuing Education, and will I be able to get a BC graduation diploma?

A: Yes, you may take high school courses with us even though you have graduated from high school in another country. However, please note that some courses are tuition free; some will cost \$550 for graduated adults. See List of Tuition Free Courses for Graduated Adults on pg 2.

Q: I don't live in Richmond; can I still take courses with Richmond Continuing Ed?

A: Yes. Our in-person, teacher-led courses are available for any student who ordinarily resides in BC.

Q: How long will it take to complete my graduation program?

A: The length of time you need to graduate will depend on how many courses you have to complete; which graduation program you are on; how much time you have in your schedule to attend class or work on courses; your other commitments.

Q: Does Richmond Continuing Education help students find employment after graduation from adult secondary or REAP?

A: No.

Q: Will I get a tax receipt for the tuition fees that I paid for the Richmond EA Program?

A: No we do not issue tax receipts for REAP tuition fees paid.