



SHSM Information and Registration Instructions

Registration form instructions: please complete the electronic form on the next page and submit it both electronically through email and a print copy signed by both student and parent/guardian.

If you are submitting by email through an internet based service such as Hotmail or Yahoo, save the file that is generated by clicking on the Submit button on the registration form, then attach the file to an email and send it to Ms. Tinney at vtinney@pvnccdsb.on.ca. If you are using a desktop email program such as Outlook, the email will automatically be addressed to Ms. Tinney with the file attached.

To print individual pages from the SHSM information, click on the appropriate link from this page.

1. Specialist High Skills Major General Information
2. Manufacturing SHSM Requirements
3. Manufacturing SHSM Planning Chart



STUDENT REGISTRATION FORM

Student Information

Student's name:	Male
Cell Phone Number:	Female
Email:	Current grade

SHSM Program Choice

Manufacturing SHSM

• Co-op Placement (mandatory two credit Co-op)

Preference for a sector related placement in a specific job/career or with a specific employer?

Check your preferred grade of your Co-op program

Grade 11

Grade 12

Approval

Your signatures below acknowledge you have read and understand the program information provided and would like to enrol in the Specialist High Skills Major.

Student's Signature:

Parent/Guardian's Signature:

Date:
(dd-mmm-yyyy)

Date:
(dd-mmm-yyyy)

Office Use Only

Information inputted in Maplewood:

When your form is complete, click on the submit form button to send it to the school, then print the form, sign it, and submit it to your Guidance Counsellor.

Specialist High Skills Major Programs

Student Success is about meeting the individual learning needs of each and every student. Schools are providing students with more opportunities to customize their high school experience and build on their strengths and interests through a variety of new and enhanced learning options. One of those options is the Specialist High Skills Major.

What is a Specialist High Skills Major (SHSM)?

- The SHSM is a Ministry approved specialized program that allows students to focus their learning on a specific economic sector while meeting the requirements for the Ontario Secondary School Diploma (OSSD) and assists in their transition from secondary school to apprenticeship training, college, university, or the workplace.
 - An SHSM enables students to gain sector-specific skills and knowledge in the context of engaging, career-related learning environments and helps them focus on graduation and on pursuing their post-secondary goals.
 - Every SHSM must include the following five components, which are outlined in detail in individual guides for each sector:
 1. A bundle of 8-10 Grade 11 and Grade 12 credits that includes:
 - 4 major credits that provide sector-specific knowledge and skills
 - 2-4 other required credits from the Ontario curriculum, in which some expectations are met through learning activities contextualized to the sector
 - 2 cooperative education credits that provide authentic learning experiences in a workplace setting, enabling students to refine, extend, and practice sector-specific knowledge and skills
 2. Sector-recognized certifications and/or training courses.
 3. Experiential learning and career exploration activities within the sector.
 4. “Reach Ahead” experiences connected with the student’s chosen post secondary pathway.
 5. Development of Essential Skills and work habits required in the sector, and the use of the Ontario Skills Passport (OSP) for purposes of documentation.
- *No substitutions for any required components are permitted.

How does an SHSM benefit students?

- An SHSM allows students to experience a range of customized learning opportunities in an area that interests them, and helps to engage them in their school program.
- An SHSM program gives students the opportunity to explore, identify, and refine career goals and make informed decisions related to post secondary education or training and next steps towards a career.
- An SHSM helps students gain confidence in their ability to succeed, and see the connections between their studies, the world beyond high school, and their future careers.
- The experiential learning opportunities provided in an SHSM enable students to develop Essential Skills and work habits that are required in the sector, and have their performance of those skills and work habits assessed and documented, using tools connected with the Ontario Skills Passport.
- Through an SHSM, students begin to establish relationships and networks in their chosen field.
- Students who have earned an SHSM can provide evidence of their achievement of the required components (e.g., sector-recognized certifications and training programs) to prospective employers and post-secondary educational or training institutions.

How is successful completion of an SHSM documented?

- Successful completion of an SHSM is indicated on the student’s Ontario Secondary School Diploma by a red seal.
- The student receives an SHSM Record that documents his or her achievement of the required components, including sector-related certifications earned and/or training courses completed.
- Successful completion of an SHSM is indicated on the student’s Ontario Student Transcript (OST).

St. Stephen C.S.S. Specialist High Skills Major

1. Bundled Credits (**9 credits** approved by the Ministry)

Manufacturing Pathway Chart

	Apprenticeship Training Pathway		College Pathway		University Pathway		Workplace Pathway	
Credits	Grade 11	Grade 12	Grade 11	Grade 12	Grade 11	Grade 12	Grade 11	Grade 12
Major credits or credits that could be major credits	TCJ3C TMJ3C TEJ3E	TCJ4C TMJ4C TEJ4E	TCJ3C TMJ3C TMI3C ICS3C	TCJ4C TMJ4C TMI4C ICS4C TRG4T TLA4Y TBJ4T	ICS3U	ICS4U	TCJ3E TMJ3E TEJ3E	TCJ4E TMJ4E TEJ4E
English credits in the current pathway	ENG3C		ENG3C		ENG3U		ENG3E	ENG4E OLC4O
Math credits in the current pathway		MAP4C MCT4C		MAP4C MCT4C		MHF4U MCV4U MDM4U	MEL3E	
Science	SVN3M SBI3C SNC4E SCH4C SPH4C		SBI3C SCH4C SPH4C		SBI3U SBI4U SCH3U SCH4U SPH3U SPH4U SES4U		SVN3E SNC4E	
Co-op credits in the current pathway	Associated COOP Credits linked to a course in the Pathway's Chart		Associated COOP Credits linked to a course in the Pathway's Chart		Associated COOP Credits linked to a course in the Pathway's Chart		Associated COOP Credits linked to a course in the Pathway's Chart	

2. Sector-recognized certifications and/or training courses:
- 3 Compulsory: Standard First Aid, Cardio-Pulmonary Resuscitation (CPR)- Level A, , and Workplace Hazardous Materials Information System (WHMIS)
 - 3 other Certifications/Training Courses/Programs: flat welding, lift truck, fall protection.
3. Experiential learning and career exploration activities within the sector:
The purpose of these activities is to allow students to find out about opportunities available to them in connection with the careers that interest them. (ie. Job Shadowing - day long observation, Job Twinning - 1 on 1 observation, and Work Experience - 1-2 week work experience)
4. "Reach Ahead" experiences connected with the student's chosen post secondary pathway.
By participating in any of these programs students will gain confidence in their ability to be successful, refine skills and work habits, and make informed choices about future careers & next steps. (ie. Job Shadowing, attending a number of college/university classes, attending a conference or workshop, attending/participating in a science fair or business or tech skills, Level 1 Apprenticeship through OYAP)
5. OSP - Ontario Skills Passport
The purpose of the OSP is to increase student awareness of, and develop, the Essential Skills and work habits required in the sector - their performance of those skills and habits are assessed and documented.

Students will come away with certifications and experience that will allow them to readily get a job in the **Manufacturing Sector**. They will graduate from **St. Stephen C.S.S.** with a very impressive Specialist High Skills Major portfolio.

St. Stephen Catholic Secondary School

Manufacturing SHSM - PLANNING CHART

NAME: _____ **GRADE:** _____ **PATHWAY:** _____

Courses Offered		MY SHSM PLAN	
SHSM – Manufacturing		SHSM – Manufacturing	
MAJOR Credits (Pick 4 total / 2 per year)		MAJOR Credits (Pick 4 total / 2 per year)	
Grade 11 Courses	Grade 12 Courses	Grade 11 Courses	Grade 12 Courses
TEJ3E TMJ3E TCJ3E TMI3C TCJ3C TMJ3C ICS3C ICS3U	TCJ4C TMJ4C TMI4C TCJ4E TMJ4E TEJ4E ICS4C ICS4U TRG4T TLA4Y TBJ4T	_____ _____	_____ _____
ENGLISH (Pick 1 from below) (Workplace pathway requires 2 English)		Grade 11 or 12 ENGLISH Course (Workplace Pathway requires both English courses)	
ENG3C ENG3U ENG3E ENG4E		_____	_____
MATH (Pick 1 from below)		Grade 11 or 12 MATH Course	
MEL3E MAP4C MCT4C MCV4U MDM4U MHF4U		_____	
SCIENCE (Pick 1 from below)		Grade 11 or 12 SCIENCE	
SVN3E SBI3C SVN3M SBI3U SCH3U SPH3U	SNC4E SNC4M SCH4C SPH4C SES4U	_____	
COOPERATIVE EDUCATION COURSE (Minimum -2 Credits) Grade 11 – COP3X (2 credit) Or Grade 12 – COP4X 2 credit 3 credit 4 credit		CHOOSE COOP COURSE/GRADE/# OF CREDITS _____ (Code with proper grade) _____ (Indicate number of credits) (COOP PLACEMENT MUST BE SECTOR SPECIFIC)	