

EDUCATION SCREENING AND SCHOOLING FACILITIES –

EDUCATION BENEFITS OUTSIDE CANADA

For: Base/Wing Personnel Selection Officer

Or if the losing unit does not have a W/BPSO then the Commanding Officer or an officer whom the Commanding Officer has delegated authority to sign on his behalf.

Note: Guidelines for screening sign-off are as outlined in [Personnel Psychology Directive No 440](http://www.forces.gc.ca/dgcb/educat/engraph/ppd440_e.asp) (www.forces.gc.ca/dgcb/educat/engraph/ppd440_e.asp)

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1. PREAMBLE – BEFORE YOU BEGIN SCREENING FOR AN OUTSIDE CANADA POSTING

[Processes Associated with Education Screening](#)

All students require support from teachers, classmates, family, and friends in order to thrive and to gain full benefits from their school experience. Some students have special needs that require additional support beyond that ordinarily received in the school setting. Children who have behavioural or communication disorders, or intellectual, physical or multiple disabilities, or who are gifted, may require special education services or special education programs in order to enable them to attend school and to benefit fully from their school experience. Such students may be formally identified as exceptional pupils. Parents of such students are cautioned that special education programs are very limited at some outside Canada schools. Education concerns should be discussed with gaining school principal prior to accepting a posting. Names, addresses, web sites of gaining schools may be found in the Education Post Ceiling, under Section 2 – Representative School that has been established for the intended posting location.

2. COMPATIBILITY

Members are advised to read the Outside Canada Education of Children “How To” Book – “*Part II Education Allowances - Preparation for the Move - Grade Guidelines for Educational Systems of Ontario, United States, Great Britain, France National, Belgium Lycée, and Quebec Education System Including CEGEP*” at www.forces.gc.ca/dgcb/educat/howto/engraph/howto04_e.asp

It is intended that elementary and secondary children of members living at the post are educated at the nearest compatible non-fee paying day school.

Compatible education means an education system providing an educational curriculum and services reasonably comparable to those normally provided without charge in public schools in Ontario in a junior kindergarten, kindergarten, elementary (grade 1 to 8) or secondary school (grade 9 to 12). The major criterion of compatibility is whether a child of normal ability, upon completion of a grade, or its equivalent, can enter the next higher grade in a public school on return to Canada.

The full range of educational facilities, normally found in Canada may not be available outside Canada. Members are cautioned to ensure appropriate language of instruction, grade level, special education requirements, if applicable, are available at the new post prior to accepting the posting. Education Screening for a Posting Outside Canada forms are to include a statement from the member that appropriate schooling is available at the new post in the appropriate language of instruction, grade level and special education, if required, prior to sign-off at unit level.

Language of instruction outside Canada, as within and when available, may be provided in the appropriate official language, i.e., the English or French language of instruction consistent with section 23 of the *Minority Language Educational Rights* prescribed by the [Canadian Charter of Rights and Freedoms](#).

Note: *A member of a student requiring English as a Second Language instruction prior to arrival at the Post or a student that will require English as a Second Language at the post is to contact [DCBA 5/Dependent Education Management](#).*

French Immersion (FI) programs are optional programs for Anglophone pupils and are not contemplated under *Section 23, Minority Language Educational Rights*, [Canadian Charter of Rights and Freedoms](#) as a language of instruction. Such programs are not available outside Canada.

Special education programs are very limited at most posts outside Canada. Source of special education services outside Canada must be included on the Education Screening for a Posting Outside Canada form prior to sign-off.

For the most part, at the elementary level grade 1 to 8, be it Canadian, British or American, the **education programs are compatible** and transfers between programs at this level is not likely to provide an impediment for re-entry into the Canadian school system. At the secondary level, the systems begin to diverge. Whether it is Canadian, British or American, the education program is based on subject credit requirements and entry or re-entry requires some planning to ensure prerequisite requirement and introduction of subject content at various level is studied. It should be noted that school programs and course content will vary from education system to education system. Members are encouraged to obtain a curriculum outline from school dependants are now attending which will assist with course/subject planning at new school outside Canada.

University Planning

Members posted outside Canada who have children preparing for university and planning on enrolling in a school under a foreign curriculum are advised to communicate with the Canadian university of choice in advance so they may ensure that the courses selected will be acceptable to the Canadian university.

Click here for the [Association of Universities and Colleges of Canada](#) for information on post secondary education in Canada.

Improper and incomplete screening of members and dependants for posting outside of Canada continues to result in unnecessary administrative and financial burden to the CF.

3. POLICY AND ADMINISTRATION REFERENCES

The following outlines applicable education benefits for personnel posted outside Canada.

FOREIGN SERVICE DIRECTIVES (FSD)

- [FSD 30 - Post Transportation and Related Expenses](#)
- [FSD 34 - Education Allowances](#)
- [FSD 35 - Education Travel](#)
- [FSD 51 - Family Reunion](#)
- [FSD 70 - Reporting Requirements and Verification of Allowances](#)

COMPENSATION AND BENEFITS INSTRUCTION (CBI)

- [CBI Chapter 10, Section 12 - Education and Related Care of Dependent Children](#)
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4. ADMINISTRATION AND FORMS

The [Outside Canada Education of Children "How To" Book](#) provides administrative guidelines to benefits in Compensation and Benefit Instructions (CBI) Chapter 10, Section 12.

5. RESPONSIBILITIES ASSOCIATED WITH SCREENING PROCESS

Member's Responsibilities

The member is responsible for completing [Processes Associated with Education Screening](#).

The member is responsible for all education arrangements on behalf of a dependent students upon receipt of the Screening Message and before the posting message is issued.

Post Ceilings

Post Ceilings are designed to assist parents in the research of schooling at the intended posting location outside Canada. Post Ceilings are grouped by Regions as follows:

[AFRICA](#)
[ASIA](#)
[AUSTRALIA/OCEANIA](#)
[EUROPE](#)
[MIDDLE EAST](#)
[NORTH AMERICA](#)
[SOUTH/CENTRAL AMERICA / CARIBBEAN](#)
[UNITED KINGDOM](#)

Outside Canada Support Unit Contacts

The Outside Canada Support Unit education associates assist parents by providing information on education allowances and screening questions:

For personnel posted to the United Kingdom contact:

CFSU (E) Detachment Daws Hill

Internet web site: <http://www.cfsue.de/>

Fax: 011-44-149-479-5678

Email: [Dependent Education Management](#)
[Education Post Ceilings List](#)

Schooling Information:

- The British School System ([The National Curriculum](#))
- The British School System ([Performance Tables](#))
- [United Kingdom Department for Education and Skills](#)
- [Department of Defense Dependents Schools](#)

For personnel posted to Europe contact:

CFSU (Europe) / Dependent Education Support Centre

Internet Web site: www.cfsue.de

Fax: 011-49-2451-717251

Email: [Dependent Education Management](#)
[Education Post Ceilings List](#)

Schooling Information:

- [Department of Defense Dependents Schools](#)
- [AFNORTH International School](#)
- SHAPE International School (Email Principal: Kronen.M@forces.gc.ca)
- The British School System ([The National Curriculum](#))
- The British School System ([Performance Tables](#))
- [United Kingdom Department for Education and Skills](#)
- [Belgian Education System](#) (French Community)
- French National Education System (Lycée search: [Agence pour l'Enseignement Français à l'Etranger](#))
- [International Curriculum](#)
- [European Council for Independent Schools](#) – fee paying schools

For personnel posted to United States except NORAD units or United Nations units contact:

CDLS Washington

Internet Web site: www.cdls-w-elfcw.forces.gc.ca

Fax: 1-202-682-7673

Email: [Dependent Education Management](#)
[Education Post Ceilings List](#)

Schooling Information:

- [United States Education System](#)
- [The College Board](#)

For personnel posted to NORAD units in the United States contact:

CFSU Colorado Springs

Intranet only: <http://colorado.mil.ca/>

Fax: 1-719-556-8259

Email: [Dependent Education Management](#)
[Education Post Ceilings List](#)

Schooling Information:

- [United States Education System](#)
- [The College Board](#)

For personnel posted as a CDA, CDA AA or to a MSGU or posted to a Peace Support Assignment outside Canada contact:

CFSU Ottawa - Foreign Service Section

Internet web site: <http://www.cfsuo.forces.gc.ca/>

Fax: 1-613-995-1273

Email: [Dependent Education Management](#)
[Education Post Ceilings List](#)

Schooling Information:

- The British School System ([The National Curriculum](#))
- The British School System ([Performance Tables](#))
- [United Kingdom Department for Education and Skills](#)
- [European Council for Independent Schools](#) – fee paying schools
- [Department of Defense Dependents Schools](#)
- [Belgium Education System](#) (French Community)
- French National Education System (Lycée search: [Agence pour l'Enseignement Français à l'Étranger](#))
- [International Curriculum](#)
- [United States Education System](#)
- [The College Board](#)
- [Australian Education System](#)

6. FOR PERSONNEL POSTED TO SHAPE (CASTEAU), AFNORTH (BRUNSSUM) AND GEILENKIRCHEN AREA

<u>PRIOR TO SCREENING, MEMBER IS TO REFER TO OSAP 200.14.3 – SPECIAL EDUCATION FOR STUDENTS ENROLLED IN AFNORTH OR SHAPE CANADIAN SECTIONS</u>
<i>To ascertain schooling facilities at each location contact the Canadian principal:</i>
SHAPE International School (Canadian Section) Principal – Telephone: 011-32-65-44-59-85 Fax: 011-32-65-84-1738 E-mail: Kronen.M@forces.gc.ca
AFNORTH International School (Canadian Section) Principal – Telephone: 011-31-455-27-8200 Fax: 011-31-455-27-8277 Web Site: http://www.afno-is.eu.dodea.edu/ E-mail: Charmaine.Martel@eu.dodea.edu

DND DEPENDANTS SCHOOLS OVERSEAS for personnel posted to SHAPE (Casteau), AFNORTH (Brunssum) and Geilenkirchen area

The Department of National Defence shares with other NATO countries two International schools overseas. One is located at Headquarters Allied Forces North Europe (AFNORTH) in Brunssum, The Netherlands and the other at Supreme Headquarters Allied Powers in Europe (SHAPE) in Casteau, Belgium.

AFNORTH INTERNATIONAL SCHOOL located in Brunssum (AFNORTH) the Netherlands (near Maastricht)

Visit the [AFNORTH International School](#) Web Site for more information

Posted to	School	Curriculum
-CC-NAEWF (Geilenkirchen, Germany) or -CFSU (E) Selfkant (Niederheid, Germany) or -JFC HQ (Brunssum, Netherlands) or -a student eligible to attend AFNORTH International School	AFNORTH International School (Canadian Section) Elementary Section Junior Kindergarten to Grade 6 level	School curriculum used in the elementary schools is a multi-national mix of American, British, and Canadian and delivered by teachers from Canada, United States and United Kingdom. Canada also provides limited French Language instruction at this level.
	AFNORTH International School (Canadian Section) Middle/High School:	
	Middle School Curriculum Grade 7 and 8	Middle School is a time of transition in a child's life. Therefore, students are exposed to a wide variety of subjects and activities so they will be better prepared for the expectations placed on them at the high school level. The goal of the middle school team is to encourage students to learn self-discipline, increase their organizational skills, and become responsible socially and to take responsibility for their own learning. Special

	Secondary School Curriculum Grades 9 -12	The Canadian Section of AFNORTH International High School is recognized in accordance with Section 16 of the Ontario Education Act as a private school in Ontario. This permits the offering of the Ontario secondary curriculum with the Principal permitted to offer advance level courses in Grade 9-12 that leads to the Ontario Secondary School Diploma.
Special programs and support for students with exceptional needs related to behavior, communication, intellect (including gifted) or physical are not offered.		

AFNORTH International Middle/High School

The AFNORTH International School was established in 1967 to serve the educational needs of the children of the four founding nations of Canada, Germany, the United Kingdom and the United States of America. DND provides Canadian teachers, an Ontario secondary curriculum and recognizes AFNORTH International School as a DND Dependants School Overseas.

The AFNORTH International Middle/High School web site is www.afno-is.eu.dodea.edu. Starting school year 2002/2003, the AFNORTH International Middle/High School will offer students the opportunity to gain an Ontario Secondary School Diploma (OSSD).

The AFNORTH International Middle/High School is recognized in accordance with Section 16 of the Ontario Education Act as a private school in Ontario found on the web site at www.edu.gov.on.ca. This permits the offering of the Ontario secondary curriculum with the Principal permitted to offer advance level courses in Grade 9-12 that leads to the Ontario Secondary School Diploma. A student's record of courses successfully completed and credits earned towards the requirement for the Ontario Secondary School diploma (O.S.S.D) will be maintained on the Ontario Student Transcript. This transcript is kept in the Ontario Student record and will follow a student to the new school upon transfer.

Under FSD 34, an education allowance at public expense will no longer apply at the secondary level for students to attend a Canadian curriculum school away from post. Members with students attending secondary school grade 9-12 are expected to educate such students at nearest DND overseas school, which is AFNORTH International Middle/High School, at no cost to the member. This applies to students of member posted to CC-NAEWF (Geilenkirchen, Germany), CFSU (E) Selfkant (Niederheid, Germany), Regional Command, North HQ (Brunssum, Netherlands) and any student eligible to attend AFNORTH International School.

DND recognizes, as in Canada, that the number of credits to graduate from Secondary School may differ from province to province and such credits due may not be granted to a transferring student by the new school to be attended. To alleviate this problem, members with students in provincial education systems other than Ontario at the grade 11 or 12 level and who qualify under CBI Chapter 12 Section 1 for education benefits when posted from province to province in Canada may apply for an education allowance. Member posted from a province, other than Ontario, or territory may apply for an education allowance when posted outside Canada to CC-NAEWF, CFSU (E) or AFNORTH. This benefit will permit a secondary student in the pre or graduation year to continue in the same secondary school in Canada and complete their secondary education. This option does not apply to Ontario students posted to CC-NAEWF, CFSU (E) or AFNORTH as AFNORTH International Middle/High School offers the Ontario curriculum with the same credit requirements as any high school in Ontario. A student's record of courses successfully completed and credits earned towards the requirement for the Ontario Secondary School diploma (O.S.S.D) is maintained on the Ontario Student Transcript. This transcript is kept in the Ontario Student record and will follow a student to the new school upon transfer.

For students who do not have Ontario credits (students from non-inspected private schools or from outside Ontario), the following information may be found on the Ontario Ministry web site at www.edu.gov.on.ca under [Ontario Secondary Schools Grades 9 to 12-Program and Diploma Requirements](#) at Appendix 8: Equivalent Diploma Requirements. The principal will use the table and the list of diploma requirements as a guide to determine:

- (a) the total credit equivalency of the students background for placement purposes;
- (b) the number of credits, including compulsory credits, that the student must earn to qualify for the Ontario Secondary Diploma (OSSD) under Ontario Secondary Schools (OSS).

This policy is effective 20 August 2002.

THE SHAPE INTERNATIONAL SCHOOL located in Casteau (SHAPE) Belgium (near Mons)

Posted to	School	Curriculum
Supreme Headquarters Allied Forces Powers Europe (SHAPE)	SHAPE International School (Canadian Section) Grade 1 – 8	The Ontario curriculum is taught in split-classes offering an enriched program
	SHAPE International School Secondary Grades 9-12	Canada has no secondary teachers at SHAPE International School. The United States Department of Defense Schools can be found at www.shap-hs.eu.dodea.edu .
	SHAPE International School Elementary/Secondary	Total French program may be obtained for the Belgian Section. Web site: www.ecoles.cfwb.be/ebshape/
Special programs and support for students with exceptional needs; eg behavioural, communicational, intellectual (including gifted) or physical are not offered.		

SPECIAL EDUCATION NEEDS CANNOT BE PROVIDED AT SHAPE OR AFNORTH INTERNATIONAL SCHOOLS

Members with students to be enrolled in the AFNORTH or SHAPE Canadian Sections are directed to read: [OSAP 200.14.3 – SPECIAL EDUCATION](#)

7. SCREENING FORM FOR A POSTING OUTSIDE CANADA

In addition to the [Outside Canada/Isolated Unit Posting Checklist](#), an education screening form must be completed on each student that will accompany the member, or that will be educated outside of Canada

Processes Associated with Education Screening

Education screening form "[Screening for a Posting Outside Canada, Questionnaire on Educational Performance of Dependants](#)" (dated August 2006) to be fully completed and distributed as follows:

Distribution of Education Screening Form:

- One copy for NDHQ/DCBA 5/DEM
- One copy for Unit Personal File
- One copy for NDHQ Personal File

Questions referring to the education screening process may be directed to:

OPI/OCI for [CBI Chapter 10, Section 12](#) - Education and Related Care of Dependent Children - DCBA
5/ Dependent Education Management.

Telephone: (613) 995-8516
Fax: (613) 992-2073
Email: [Dependent Education Management](#)
