

CBe-learn Diploma Exams: Requesting A Computer

Students may request to use a computer for their Diploma Exam for Part A of ELA 30-1 or 30-2, or Social Studies 30-1 or 30-2. We have a limited number of computers available, and therefore CBe-learn has established a system where students can register to write their diploma, and put in the request for a computer as well. This document outlines the process students can go through to request the use of a computer.

Step 1: Teachers announce students can register for their diploma exam, and can request a computer.

Step 2: Students access online registration, enter information and request computer.

Step 3: Teachers provide students with a list, indicating who received a computer, and who did not.

Step 1: Teachers announce students can register for their diploma exam, and can request a computer.

- a. Through private discussions, and public newsitem posts, teachers announce to their students they can begin registering for their Diploma Exam.
- b. Teachers provide the link to the CBe-learn webpage, where students can access the online registration.

Step 2: Students access online registration, enter information and request computer.

- a. Students click on the registration link, and enter their first and last name.
- b. Students select exam, and if they request a computer, indicate so.
- c. Note on the online registration form (below): "This is a request only, and you are not guaranteed the use of a computer for your exam."

Diploma Exam Information

Select Exam *

Request for Computer Use

If you are registering for ELA or Social Studies, please indicate if you are requesting the use of a computer. This is a request only, and you are not guaranteed the use of a computer for your exam.

YES - I am requesting a computer for my Social Studies exam

YES - I am requesting a computer for my ELA exam

- d. Before submitting, students must acknowledge the following four points, or the registration will not be submitted.
- e. Note on the online registration form (below): "I understand my request for a computer is only a request and does not guarantee I will receive one."

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Student Agreement

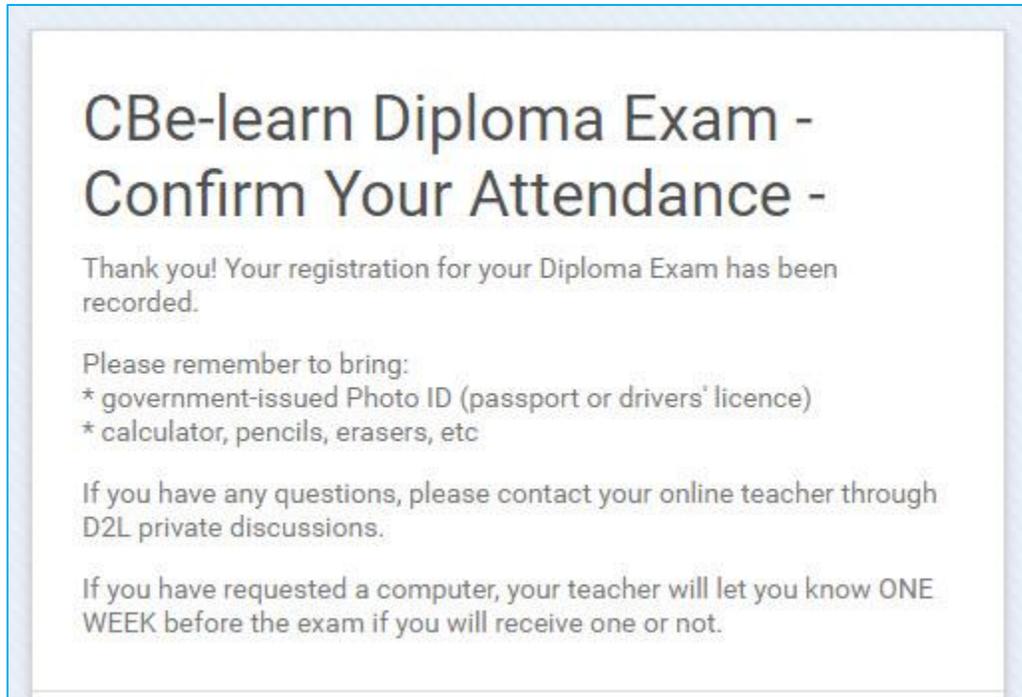
Please check to acknowledge the following: *

- I understand the dates and times for the Diploma Exams are established in advance
- I will arrive at least 30 minutes prior to the Diploma Exam.
- I will bring in government-issued photo ID (passport or drivers' licence)
- I understand my request for a computer is only a request and does not guarantee I will receive one.



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- f. Once submitted, students are shown the following confirmation page:
- g. Note on confirmation page (below): "If you have requested a computer, your teacher will let you know ONE WEEK before the exam if you will receive one or not."



Step 3: Teachers provide students with a list, indicating who received a computer, and who did not.

If you have any questions about this process, please contact your CBe-learn teacher.