

What is apostille?

Apostille, also known as authentication, legalization, or validation, is the process for students to have their studies in BC recognized in their home country. Apostille confirms that the details on the report card are true and accurate.

Each student's school, province, and country may have different requirements students must meet to have their coursework in BC recognized. While SD43 makes every effort to help students meet their local requirements, we rely on students, parents, and agents to confirm that their schedule meets their validation requirements. Course requests are not guaranteed and are subject to availability.

What is the apostille process?



What's included in the apostille fee?

- Preparation of one student's package of documents according to British Columbia standards for apostille
 - Maximum 3 documents in one package, including transcript/report cards
 - Other available documents include explanation of semester system, attendance letter, confirmation of non-graduation
- Digital copies of documents for review prior to submission
- Courier to Ministry of the Attorney General for authentication in BC
- Digital copies of apostilled documents
- Courier of original documents to student's home address or agency's office

What's not included?

- Translation services
- Notarization
- Correction or resubmission of documents after originals have been sent to Ministry of Attorney General
- Second apostille (e.g. Dogwood diploma, separate apostilles for separate semesters)

Timelines

	First semester	Second semester
Program Coordinators share student schedules with agents so agents can ensure students meet validation requirements	End of the first week of class	End of the first week of class
Deadline to change classes	2 weeks after classes start	2 weeks after classes start
Students access original report cards on MyEd. Grades cannot be changed after schools publish report cards.	Late January (publication date varies by school)	Late June
SD43 team shares documents for apostille	5-7 business days after report cards are released	5 -7 business days after report cards are released
Agent verifies that documents are correct and ready to be sent for apostille. Agent also verifies address (parent or agent) to courier final documents.	Within one week. Delayed response will cause delayed final documents.	Within one week.
SD43 team submits original documents to BC Ministry of Attorney General	Mid-February (or after agent response)	Mid-July (or after agent response)
BC Ministry of Attorney General returns documents to IE	4-6 weeks* after submission	6-8 weeks* after submission
SD43 team shares digital copies of apostilled documents	Within 1 week of documents returning to SD43	Within 1 week of documents returning to SD43
SD43 team send final documents by courier	After agent confirms courier details	After agent confirms courier details

*SD43 cannot influence courier and processing times from the BC Ministry of the Attorney General (apostille) and BC Ministry of Education (official transcripts and diplomas). These timelines can vary depending on the volume of applications.

Dogwood Diplomas / Ministry of Education Transcripts

Students who graduate from SD43 will receive a Dogwood Diploma along with official transcripts from the BC Ministry of Education. Diplomas for students who graduate in June are available for pickup at the school in mid-August. Diplomas for students who complete graduation requirements at summer school are available in September. Students may choose to have their diploma apostilled together with their June report cards, but this means final documents will only be available in mid-October or later. Students can also choose to pay for two separate apostilles: one for the June report cards, and one for the diploma.

For more information on the apostille process in BC, please visit [About Authentication](#)

To order official transcripts and certificates directly from the BC Ministry of Education, please visit [Order transcripts and certificates](#)