

HIGH SCHOOL

HANDBOOK



*“Academic Excellence through Christ-Centered
Schooling @ Home”*

Table of Contents

THE SCHOOL	3
THE SCHOOL	3
MISSION STATEMENT	3
THE PURPOSE OF CHEK ABC	3
A NON-DENOMINATIONAL PROGRAM	3
HOW TO CONTACT US:	3
INTRODUCTION	4
NELSON CHRISTIAN SCHOOL SOCIETY STATEMENT OF FAITH	5
CHEK ABC HIGH SCHOOL PROGRAM STREAMS	6
A. BC MINISTRY DOGWOOD DIPLOMA GRADUATION	6
B. SCHOOL COMPLETION CERTIFICATE PROGRAM (EVERGREEN CERTIFICATE)	6
OTHER IMPORTANT INFORMATION ABOUT CHEK ABC HIGH SCHOOL	7
CHEK ABC SCHOLARSHIPS	7
CROSS-ENROLLMENT	7
ADULT STUDENTS	7
INTERNATIONAL STUDENTS	7
REFUND POLICY	8
ONLINE HIGH SCHOOL AI TOOLS USAGE POLICY	8
Introduction	8
Definitions	8
Scope	9
1. Statement of Principles	9
2. Statement of Best Practices	9
Review and Revision	10
ACADEMIC INTEGRITY	10
PLAGIARISM	11
COURSE TIMELINES	11
SUPERVISED TESTING	12
A GUIDE TO COURSE SELECTION	12

THE SCHOOL

THE SCHOOL

CHEK ABC is a K to 12 Christian school operating under the BC Ministry of Education Independent School Branch. It has BC certified teachers serving the whole province assisting parents in educating students with Christian worldview. It provides accredited BC education for students who have chosen home based education. Students who complete Grade 12 will receive from the BC Ministry of Education the Provincial Graduation Diploma (Dogwood) or the Provincial School Completion Certificate (Evergreen).

MISSION STATEMENT

Our vision is to empower students to grow in their faith through a Christ centered, supportive learning environment that nurtures character and community. We cultivate critical thinking through academic excellence, inspiring a lifelong passion for learning and truth, equipping students to honour God and make a meaningful impact in the world.

THE PURPOSE OF CHEK ABC

- We provide Christian based support to families who choose home-based education for their K – 9 child(ren).
- We provide a high school program with a Christian worldview embedded into our courses.

A NON-DENOMINATIONAL PROGRAM

The program is not operated by a church or any group of churches. We function on a completely non-denominational basis.

HOW TO CONTACT US:



Do you have any questions not answered in this handbook? If so, please contact:

Superintendent, <i>Kevin Bernhardt</i>	kbernhardt@chekabc.ca
High School Principal, <i>Tracy Ashley</i>	tashley@chekabc.ca
High School VP & Academic Counsellor, <i>Cindy Keung</i>	ckeung@chekabc.ca
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INTRODUCTION

Welcome to the CHEK ABC high school program. You will find that this High School Handbook will complement our general program information as found in the CHEK ABC Parent-Student Handbook. At the high school level, CHEK ABC teachers work to maintain the same Christian service as found in our regular K-9 program.

Information in this handbook will be helpful to you as you plan your high school courses towards achieving your post- secondary goals.

Since CHEK ABC is a Christian school, the educational program is delivered within the context of a Christian worldview. Teachers and parents work together to fully integrate Christian faith as the student works through course materials.

Enrolling in CHEK ABC for a high school program is a great opportunity for a student to gain a Christian high school education at home which, if pursued to completion, will lead to high school graduation and the British Columbia provincial high school Dogwood Diploma, or school completion certificate (Evergreen).

The CHEK ABC High School Counsellor will work closely with students to provide information, customize course selection to his/her needs, and to ensure that graduation requirements are met.

NELSON CHRISTIAN SCHOOL SOCIETY STATEMENT OF FAITH

We believe the Bible to be the inspired, the only infallible, authoritative Word of God. (II Tim. 3:16; II Pet.1:20-21).

We believe that there is one God, and that three persons eternally share the Divine Nature. The Bible refers to these persons as the Father, the Son, and the Holy Spirit. God is both self-existent and personal. (John 14:10, 26; 15:26)

We believe that Jesus Christ, His Son, is fully God and fully human. He was born a virgin birth, lived a sinless life, died for the sins of humankind, was resurrected bodily on the third day, ascended into heaven and is coming again in power and glory to establish His kingdom of righteousness and peace. Jesus Christ is the only provision that God has given for people to be reconciled to Him. Jesus' life on earth also serves as the model for the Christian life. (John 14:6; Acts 4:12; 1 Tim 2:5)

We believe that the Holy Spirit is God. He is sent to indwell, guide, and empower the believer and to convict the world of sin, righteousness and judgment. (John 14: 16; Ephesians 1: 19-20; 1 Corinthians 12)

We believe that human beings are created in the image of God. Because of Adam's sin, we have all turned against God and this has resulted in spiritual death for all humankind, which can only be satisfied by reconciliation with God through Christ. God continues to love us and reach out to us. (John 3:16; 2 Corinthians 5:17; Romans 3:23)

We believe that God offers us salvation by His grace alone and we receive it freely as a gift through personal faith in the finished work of Jesus Christ. This Righteous gift of Redemption is received and cannot be earned. God freely offers salvation to all people, and our salvation is secure. (Ephesians 2:8,9; Romans 8:38,39; Ephesians 1: 13; 2:4)

We believe that the church is not an institution, but is the body of believers in fellowship with Christ and with each other. God wants all Christians to live out their spiritual lives in a relational context. This context of Christian love relationships is a crucial feature of our witness for Christ as it reflects God's character to the world. Our mission is to preach the good news and disciple believers locally and worldwide. (John 13:34, 35; 1 Corinthians 12:12-26; Matthew 28:19)

We believe that Satan is the personal, spiritual adversary of God and God's followers. Satan actively opposes the work of the church and the spiritual vitality of Christians. Satan is doomed to final defeat and judgment when Christ returns. (Ephesians 6:12; Revelation 20)

We believe this age will conclude with the return of Christ. At that time, He will complete God's plan. God will then assign all people their eternal destinies. Those who have responded to Jesus Christ with saving faith will receive the eternal life they have already been promised (John 5:24), while those who have not will be eternally separated from God. (Matthew 24:29-31; Revelation 20 Matthew 25:46; 2 Thessalonians 1:5-10)

All staff members subscribe to the above statement of faith and are living it out in their lives.

CHEK ABC HIGH SCHOOL PROGRAM STREAMS

There is a \$100/year tuition fee for school of records students.

There are several ways students can meet their goals within the CHEK ABC High School Program. Please see the descriptors below.

A. BC MINISTRY DOGWOOD DIPLOMA GRADUATION

The graduation program leading to a Dogwood Diploma requires students to take the prescribed courses and write three (3) required provincial assessments. Students need to complete all requirements of the BC Ministry of Education to receive this diploma.

This program provides the most flexibility for post-secondary program choices and institutions.

For detailed information on Graduation requirements towards the Dogwood Diploma, Provincial Assessments, Career Programs, and Provincial Scholarships, please visit the BC Ministry of Education *Grad Planner*: https://www2.gov.bc.ca/assets/gov/education/administration/kindergarten-to-grade-12/graduation/handbook_of_procedures.pdf

B. SCHOOL COMPLETION CERTIFICATE PROGRAM (EVERGREEN CERTIFICATE)

Students on an IEP may choose to pursue an individualized program leading to the Ministry of Education School Completion Certificate. The program is designed around the individual learning needs of a student. This is the best program for students who will not be meeting the learning outcomes for courses in the Dogwood program.

Students who take the School Completion Certificate program may have limited postsecondary options as they will not be writing provincial assessments or receiving a Ministry diploma. The certificate will acknowledge that the student has spent sufficient time in school, to be ready to move on to various career options.

Often, this is the best choice for students with special needs, as they can pursue their individualized goals in their IEP throughout their high school years. Students who have been on IEPs and need extra time to complete their course of study may do so. Any relevant special funding, if applicable, will be available if the student continues his/her course of study without interruption.

OTHER IMPORTANT INFORMATION ABOUT CHEK ABC HIGH SCHOOL

CHEK ABC SCHOLARSHIPS

If a School of Record high school student meets the requirements for a regular BC Dogwood AND also completes Bible 10, Bible 11 and a course needed for Bible 12 (Cross Cultural Ministry 12, Social Justice 12, Apologetics 12, or Contemporary World Religions 12), they will be awarded a \$1000 scholarship and be given a CHEK ABC Diploma as well as their BC Dogwood Certificate.

CROSS-ENROLLMENT

A high school student may enroll in more than one school at the same time. A student may, for example, enroll in CHEK ABC for certain courses and at the same time take some courses at their local public high school or at another online learning school, public or independent. The school at which most courses are taken is the “school of record”, and holds the student file. The CHEK ABC High School Counselor works with families and students in course planning. The cost for cross-enrolled courses is \$50/course.

Students and parents are required to initiate the process of cross-enrolment in another school should they desire to do so. It is necessary to inform the second school that CHEK ABC is the school of record so that information can pass easily between the schools and grades are accurately reported. Conversely, if a student is taking only one course with CHEK ABC and another school is the school of record, then the parents or student needs to inform the school that the student is taking a course(s) with CHEK ABC.

ADULT STUDENTS

Students have until the year in which they turn 19 to complete full Dogwood Diploma requirements. However, once a student turns 18, he or she has the option to enter the Adult program. A student over 18 can achieve the Adult Dogwood by completing these courses:

- a Language Arts 12,
- a Mathematics 11 or 12
- either three 4-credit Grade 12 courses OR Social Studies 11 (or alternate such as Civic Studies 11 or BC First Nations 12), and two – 4-credit Grade 12 courses.

*Note: Adult students who have *not* graduated pay \$225 per course and if students withdraw BEFORE activating for an AD course, they will receive a refund of \$125/course. If students withdraw AFTER activating, they are charged the full tuition and also charged the normal \$50 withdrawal fee on top of that.

For graduated adult students wishing to upgrade or take additional courses, a charge of \$700.00 per course is applied.

INTERNATIONAL STUDENTS

CHEK ABC is a fully accredited and recognized organization authorized to offer schooling to students who are studying in Canada with a student visa.

Students studying in Canada with a student visa are not funded by the BC Ministry of Education. However, they are welcome to take accredited high school courses with CHEK ABC provided they pay the fees per course.

Student fees are payable to **Nelson Christian School Society** by cash, cheque or money order.

- On-line courses - \$1400 per course

Please note: International students must have a current student visa on file with the CHEK office. It is the responsibility of the contact person to ensure the necessary valid Visa documentation for the student is in place while studying in Canada.

REFUND POLICY

In the event that a student decides not to continue their studies with CHEK ABC, it is agreed that the paid student fee will be refunded as follows:

- If the student withdraws prior to activating a course, \$1000 of the student fee is refundable.
- No refund of fees will be provided if the student has completed the activation process.
- In all cases, the Application and Administrative Fee will be retained to cover administrative expenses.

ONLINE HIGH SCHOOL AI TOOLS USAGE POLICY

Students are expected to submit original work, and the use of AI tools to plagiarize or cheat in any form is strictly prohibited. Students are not allowed to use AI tools (such as ChatGPT, GPT-3, DALL-E, etc.) to complete their academic work unless explicitly given permission by their course instructor or administration. If students get permission and use AI tools to assist with their work or complete a specific assignment, they must acknowledge and cite this assistance in their assignments as per the school's academic integrity guidelines.

Students who use AI tools to generate and submit academic work without teacher permission and/or without giving credit, commit plagiarism (a form of cheating) and will face disciplinary action. Disciplinary action may include warnings, zeroes on assignments, being withdrawn from the course, being on academic probation, or other appropriate consequences as determined by the school administration.

Introduction

As a Christian high school committed to integrating faith with learning and technology, we recognize the potential of Artificial Intelligence (AI) to enhance educational experiences and streamline administrative tasks. However, we also acknowledge the legal, ethical, privacy, and social considerations and challenges it presents.

This policy outlines the framework for the responsible use of AI, ensuring it aligns with our mission, educational goals, and Christian values at NCCS. The purpose of this policy is to guide the use of AI in teaching, learning, and assessment practices. It aims to ensure that AI tools are used to support and personalize student learning needs and enhance student engagement while still upholding student integrity and authenticating student work.

Definitions

Generative AI Tools refer to a category of artificial intelligence systems capable of producing content, including text, images, video, or audio, based on given input data. Unlike systems that solely analyze or interact with existing data, these tools can create new content. Examples include but are not limited to, Microsoft Copilot, Gemini, ChatGPT, Dall-E, and Lensa AI.

Information and Technology Resources refer to all devices, networks, systems and data owned, leased or used by NCCS and used or made available by users.

Scope

This policy applies to all faculty, staff, students, and stakeholders involved in the educational processes at NCCS. It covers the use of AI in all instruction, homework, projects, and assessments.

1. Statement of Principles

1.1 Alignment with Christian Values and Educational Goals: AI tools and applications must be vetted to ensure they align with Christian values and the school's educational goals. They should promote a holistic understanding of subjects, encourage critical thinking, and support moral and ethical decision-making.

1.2 Transparency: NCSS is committed to supporting the transparent use of Generative AI Tools. The use of these tools should be transparent to all stakeholders, including students, educators, parents and the public.

1.3 Privacy, Security and Safety: NCSS's selection and use of AI tools will comply with data protection laws and policies, ensuring the privacy and security of student information. AI tools must be evaluated for compliance with data privacy standards before adoption and meet PIPA standards.

1.4 Human-centricity: NCSS's use of Generative AI Tools should be accurate and reliable. Outputs from these tools should be verified by a human user to ensure that the information is consistent with its intended purpose and free from errors or biases. Any workflows or processes that rely on Generative AI Tools must always have a human reviewer and not rely solely on results produced by AI Tools.

2. Statement of Best Practices

2.1 Enhancing Student Learning: AI should be used to personalize learning experiences, adapt to individual student needs, and provide real-time feedback to students. Teachers are encouraged to integrate AI tools that complement traditional teaching methods, fostering an environment where technology and human interaction support spiritual, intellectual, and emotional growth.

2.2. Student Disclosure of AI Usage: Students incorporating AI into their academic projects must ensure that their use of AI in academic work is responsible, transparent, and in line with the principles of academic integrity. Key guidelines include making a clear disclosure when AI has contributed to their work and specifying the AI tools or models used (e.g. GPT-4 by OpenAI). They should include the purpose and rationale for using AI, whether it was to generate creative content, provide initial drafts, or assist with data analysis. Finally, students should follow citation guidelines for digital tools and AI technologies (e.g. APA, MLA, Chicago, etc.) and include these citations in the bibliography or footnotes as appropriate.

2.3 Integrity of Assessments: AI can be employed to create diverse and equitable assessment methods that cater to varied learning styles and needs. However, the integrity of assessments and the privacy and security of student work must be maintained. AI-generated content and/or the use of AI tools in an assignment must be clearly identified in student work, and guidelines on its use in assessments will be provided to ensure honesty and academic integrity.

2.4 Authentication of Student Work: Systems must be in place to verify the authenticity of student work submitted for grading. This includes the use of plagiarism detection software and other AI tools capable of distinguishing between student-generated content and AI-generated content. Teachers will provide a scope of allowable AI use for major assignments and students are required to disclose the use of AI assistance in their work, adhering to a policy of transparency and honesty.

2.5 Training and Professional Development: Teachers and staff will receive ongoing training on the ethical use of AI in education, including how to integrate AI tools effectively and responsibly into their teaching practices.

2.6 Monitoring and Evaluation: The use of AI tools will be regularly monitored and evaluated to assess the impact on student learning, alignment with educational goals, and adherence to Christian values. Feedback from students, parents, teachers, and other stakeholders will be integral to this evaluation process.

Review and Revision

All staff and students are responsible for their use of Generative AI Tools and will face accountability if they are found in violation of the policy outlined above. This policy will be reviewed annually and revised as necessary to reflect technological advancements, educational research, and the evolving needs of our school community.

Allowable tools used by NCSS:

- Schoolai.com - uses Chat GPT4 Turbo and Anthropic Claude to provide the most reliable and educationally sound information.
- ChatGPT with teacher supervision
- Google extensions
- Google Docs Editor
- Grammarly or Language Tool (grammar and spelling help)
- Brisk (can modify website content according to grade level)
- NaturalReader (AI text-to-speech)
- Ideogram image generator

ACADEMIC INTEGRITY

All CHEK ABC students must demonstrate integrity in all of their course work. Our teachers verify student work to confirm their level of achievement. The following strategies are used to help ensure the authenticity of student coursework.

- Supervised writing samples are collected and put in student files.
- Oral interviews are conducted with high school students to discuss course content and level of understanding
- Students participate in additional discussions regarding student work via email written exchange, Moodle chats, and forums
- As required, essay style questions are assigned to evaluate critical thinking skills
- Timed written tests are administered
- Cross reference student work with the student's previous or current teacher(s)
- Cross reference student work with standardized test results
- Providing supervised testing by a BC certified teacher
- Checking photo ID at supervised tests

PLAGIARISM

It is expected that all student work submitted is free of plagiarism or cheating. Both are serious offences and may result in a grade of "0" on the assignment/test. The student record will reflect that cheating has occurred. A review is conducted with the teacher and principal to determine disciplinary action and may include:

- Withdrawal or Fail of the course (without refund)
- Starting the course again
- Not being allowed to enroll in another course
- Additional assignments or replacement work being assigned

We consider plagiarism and cheating to include (but is not limited to) the following:

- Copying directly from a text, word-for-word
- Using an attractive phrase or sentence without giving reference to the author
- Using text downloaded from the Internet
- Paraphrasing the words of a text very closely
- Borrowing statistics from another source or person
- Copying from the essays or the notes of another student
- Downloading or copying pictures, photographs, or diagrams without acknowledging sources
- Enlisting the assistance of a tutor to complete assignments
- Accessing previous tests or completed work from previous students in the same CHEK ABC course
- Bringing in cheat sheets or answers to a test or supervised exam
- Having answers concealed on an electronic device (ie – phone) during a test
- Texting or communicating during a test
- Looking at the test ahead of time
- Using the textbook during a test
- Copying or working with another student during a test
- Using AI tools to generate work and handing it as their own work

COURSE TIMELINES

Students will be given 10 months in which to complete their course(s) once they have activated it.

If they do not complete their course(s) within that time, they will have a choice to 1) Withdraw from the course(s) and have to start completely over from the beginning or take the course(s) with another school or, 2) Apply for an extension and pay a \$100 fee that is used to compensate the teacher to continue with the student for up to two months after the 10 month activation anniversary date. After that extension, if the student still has not completed the course, (s)he will be withdrawn from the course and have to start over from the beginning or take the course elsewhere.

SUPERVISED TESTING

Students may be required to participate in at least one supervised testing session per study period (Summer, Semester 1, and Semester 2). These testing sessions are mandatory, are supervised by a certified CHEK ABC teacher at a designated location closest to the student, or by using our private exam invigilator over Zoom. Original photo ID is required for arrival. The tests to be taken during the testing sessions are provided by the course teacher.

Each supervised test is worth a minimum of 10% of a student's final grade. A final exam may be required to be supervised and may be worth a greater percentage of the final grade. If a supervised exam is not within 10% of a student's course grade, then the teacher may assign a course grade based on the supervised exam results. If the teacher sees a large discrepancy between the student's independent work and what they produce in a supervised setting, the teacher has the right to use the supervised test mark as a final grade.

Please note: At the teacher's discretion, some students may be asked to participate in two test sessions per study term to ensure student authenticity.

A GUIDE TO COURSE SELECTION

CHEK ABC offers a full load of courses leading to the BC Dogwood Diploma or completion program of choice. Most courses use BC Ministry approved textbooks and resources. CHEK ABC has developed some signature courses that reflect a Christian worldview and include:

Bible 10: Bible 10 is a survey of the Old Testament. This course provides the “big picture” of how the Bible is laid out and encourages the student to respond in a positive way to the truth that is revealed in the Old Testament Scripture.

Bible 11: Bible 11 is a survey of the New Testament. It covers major concepts and events that occur in the New Testament and is designed to provide the student with a comprehensive view of the whole New Testament and a knowledge base for an intelligent understanding of historic Christianity.

Bible 12: Students will choose from the four (4) courses listed below to fulfill the requirements of Bible 12. The courses can only be used to fulfill one requirement - either Bible 12 or Social Studies elective (in the case of Social Justice 12 or Comparative World Religion 12.)

Bible courses are not required for graduation with a Dogwood Diploma.

However, CHEK ABC students are required to take them as elective credits to further their Christian education, spiritual development and maturity as a Christian.

Social Justice 12: This course emphasizes God’s heart for justice and His call on our lives to join him in proclaiming good news to the poor, binding up the broken hearted, and setting captives free (Isaiah 61). In this course, students use various skills to define and actively explore a variety of social issues on a personal, community, and global level. By taking this course, Christian teenagers learn ways to become agents of change in their own lives, in the lives of their communities, and in our world.

Cross-Cultural Ministry 12: This course allows students to use a church-based missions outreach as part of the course. Students will prepare for, visit, study, and reflect on their experience in another culture. Students will plan and implement various outreach programs during their mission and develop a global heart for the Kingdom of God.

Comparative World Religions 12: This course is designed to promote an accurate understanding of the basic beliefs and practices of each major world religion and world view covered in the course and to show how God is working in other parts of the world to strengthen His church and set people free through the Gospel of Jesus.

Apologetics 12: This course will tackle some of the biggest questions and challenges people have about Christianity. Students will learn how to confidently defend their beliefs against common objections.

In order to graduate with Dogwood Diploma, all students are required to take 4 credits(minimum) of Indigenous Studies. The high school counselor can help your student make the appropriate selection during course planning.

Listed below are the common courses students may take with CHEK ABC in the Graduation Program. For up to date course listing and for more information, please see the CHEK ABC website. Required courses are marked with an *

ACADEMIC COURSES		
GRADE 10	GRADE 11	GRADE 12
Composition 10 & either Creative Writing 10, or Literary Studies 10*, or Spoken Language 10 OR English First Peoples 10	New Media 11, or Focused Literary Studies 11, or English First People Literature 11 Studies/Spoken Language 11, or Composition 11, or English First Peoples 11	English Studies 12 or English First Peoples 12*
Social Studies 10*	Explorations in Social Studies 11	Career Life Connections & Capstone*
Science 10*	Life Science 11	Literary Studies 12
Foundations of Math and Pre-Calculus 10, or Workplace Math 10*	Science for Citizens 11	Creative Writing 12
Physical and Health Education 10*	Chemistry 11	Apprenticeship and Workplace Mathematics 12
Career Life Education*	Physics 11	Pre-Calculus 12
Bible 10*	Workplace Mathematics 11, or Pre-Calculus 11, or Foundations of Math 11	Calculus 12
A Fine Art, or an ADST course* (see below)	Bible 11*	Foundations of Math 12
		Anatomy & Physiology 12
		Chem 12
		Physics 12
		Economics 12
		Law Studies 12
		Genocide Studies 12
		Forensics 12
		Economics 12

ELECTIVE COURSES

<u><i>These are some of the elective courses available for grade 10:</i></u>	<u><i>These are some of the elective courses available for grade 11:</i></u>	<u><i>These are some of the elective courses available for grade 12:</i></u>
		Tourism 12
Visual Arts 10	Accounting 11	Accounting 12
Foods Studies 10	Computer Programming 11	Social Justice 12
Textiles 10	Instrumental Music 11	Art Foundations 12
Instrumental Music 10	Fine Arts: Music 11	BC First Nations 12
Studio Arts 10	Active Living 11	Foods 12
Entrepreneurship and Marketing 10	Outdoor Education 11	Housing and Living Environments 12
Web Development 10	Psychology 11	Comparative World Religions 12
	Studio Arts 11	Cross Cultural Ministry 12
		Active Living 12
		Outdoor Education 12

Please check out the www.chekabc.ca for up-to-date information on course offerings

The student is strongly advised to contact the post-secondary institution of their choice to obtain full information regarding entrance requirements.

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