

AP 300.10: Challenge for Course Credit

Purpose

To provide the opportunity for Grades 11 and 12 students to apply to challenge courses for credit according to the following regulations.

1. General

- 1.1. All students may challenge only Grade 11 and 12 provincially or locally developed courses currently being taught in the district.
- 1.2. Students will be granted only one opportunity to challenge a specific course.
- 1.3. For the challenge to be successful, students must demonstrate they have met the prescribed learning outcomes to the same standards as students who take the course through regular classes.
- 1.4. Students will be awarded a letter grade and percentage mark for a course which has been successfully challenged.
- 1.5. Each Senior Secondary school will determine its schedule for course challenges and publicize these at the beginning of each school year.
- 1.6. There is no limit to the number of Grade 11 and 12 courses that a student can challenge.
- 1.7. The school principal will be responsible for implementation of the challenge policy and procedures.
- 1.8. Provision for appeal will be available as per Bylaw #1.

2. Student Eligibility

- 2.1. A student must be enrolled in the school district, registered for home schooling, or enrolled in a distance education school when the challenge is requested.
- 2.2. Only students who have not completed the course through previous enrolment may be eligible to challenge it for credit.
- 2.3. Students arriving from other jurisdictions may challenge for credit where equivalency cannot be determined.
- 2.4. Students must present compelling evidence that they will succeed in the challenge for credit. The following will be considered as indications of the likelihood of success.
 - 2.4.1. evidence of exceptional ability or interest related to the course that suggests students will achieve the prescribed learning outcomes for the course;

- 2.4.2. evidence that relevant learning has been acquired outside of school;
 - 2.4.3. recommendations from teachers based on previous learning in related areas; and,
 - 2.4.4. appropriateness of challenge to the student's educational goals as set out in the Student Learning Plan.
 - 2.5. The decision for readiness will be made by the principal in consultation with the student and parents/guardian and appropriate course teachers.
3. Challenge for Credit Application Procedures
 - 3.1. The student will complete the "Checklist for Course Challenge". (See Appendix A).
 - 3.2. The student will complete the "Application for Course Challenge". (See Appendix B).
 - 3.3. The principal or designate grants approval of the application by signing the request.
 - 3.4. A schedule for assessment and evaluation is determined by the school principal in consultation with course teacher(s) involved.
 - 3.5. The Board of School Trustees will determine on an annual basis the fee charged to the student for challenge.
4. Assessing and Evaluating Challenge
 - 4.1. In order to successfully challenge for credit, students must meet the same standards as those expected of students who take the course through regular classes.
 - 4.2. Students will be awarded credit for a successful challenge and receive a letter grade and/or percentage mark for the course according to the Ministry Reporting Policy and Guidelines, and the Student Progress Report Order.
 - 4.3. The strategies involved in a challenge should reflect the range and depth of the prescribed learning outcomes for the course and could include:
 - 4.3.1. portfolios or collection of work;
 - 4.3.2. term and final school-based examinations;
 - 4.3.3. interviews;
 - 4.3.4. laboratory demonstrations;
 - 4.3.5. Technology education skills demonstrations;
 - 4.3.6. Distance Education materials;

- 4.3.7. oral/aural performances;
- 4.3.8. reports, essays, and/or other written forms of expression;
- 4.3.9. other assessment strategies deemed appropriate by the school.

4.4. The entire course must be challenged. Partial credit will not be granted through the challenge process.

5. Challenging Courses with Provincial Examinations

5.1. Student may challenge courses with a provincial examination according to the following procedures.

5.1.1. Student will first challenge the school portion of the course mark;

5.1.2. Students who are successful in the school portion challenge (5.1.1) must then write the provincial examination at a regularly scheduled sitting of the latter.

6. Challenge Credits and Reporting

6.1. The school where the challenge is completed is responsible for the transcript of marks as per current Ministry policy and guidelines.

**SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)
APPENDIX "A"
PRELIMINARY CHECKLIST FOR COURSE CHALLENGE**

ARE YOU READY?
(See Instructions on Page 2 of Appendix "A")

Name _____ School _____

COURSE BEING CHALLENGED _____

	YES	NO
1. I am aware of the requirements outlined in the District Challenge Policy.	_____	_____
2. I am able to demonstrate at a high level of competency a minimum of 80% of the prescribed learning outcomes for this course.	_____	_____
3. I have reviewed and am able to demonstrate mastery of the learning outcomes in a variety of ways. I understand that a variety of assessment procedures will be used.	_____	_____
4. I recognize that the full course must be challenged for credit.	_____	_____
5. This course is offered in School District No. 8 (Kootenay Lake).	_____	_____
6. I am aware that if this is a provincially examinable course I am required to write the provincial examination.	_____	_____
7. I have met with a designated advisor (e.g. Counsellor, Teacher, Vice-Principal, Principal).	_____	_____
8. I can explain my desire to challenge this course in relation to my Student Learning Plan (SLP).	_____	_____
9. I have attached a copy of my SLP.	_____	_____
10. I wish to proceed with the course challenge.	_____	_____

SIGNATURES:

Student _____ Parent/Guardian _____

Designated Advisor _____ School Administrator _____

THIS PRELIMINARY REQUEST IS APPROVED:

Yes _____ No _____ If no, see comments below

COMMENTS: _____

**SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)
APPENDIX "A"
COURSE CHALLENGE: ARE YOU READY?**

Preliminary Check List:

On Page 1 of Appendix "A" is a preliminary check list. The intent of this check list is to provide the student with the opportunity to determine for himself/herself if he/she is ready to challenge the course. Approval of this form by the school principal will authorize the student to formally apply to challenge a course.

STEPS TO FOLLOW:

1. The student is to meet with his/her advisor (e.g. Counsellor, Teacher, Vice-Principal, Principal).
2. The student is to review and discuss this list with his/her parent or guardian and have the form signed.
3. The student is to schedule a meeting with the principal for final approval and the right to proceed with the challenge process.
4. The student will then complete the formal application form and obtain the information specific to the course being challenged.

**SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)
APPENDIX "B"
COURSE CHALLENGE APPLICATION FORM**

Please complete all relevant sections of this form in order to apply for Course Challenge. Incomplete applications may delay processing of your request.

Name: _____ Date of Birth _____

Mailing Address: _____

City: _____ Province: _____ Postal Code: _____

Student: _____

Name of Parent or Guardian: _____

School last attended: _____

1. I wish to challenge the following course:

COURSE: _____ 11 q 12 q

Provincially Examinable _____

Locally Developed _____

2. The following explains how successfully challenging this course will fulfill my Student Learning Plan. I understand that the written paragraph will be evaluated on the following criteria;
- it identifies that relationship to personal academic or career goals
 - it demonstrates my growth toward meeting the significant outcomes highlighted in my Student Learning Plan

3. PARENT INFORMATION:

I agree to _____ being considered for Challenge for Credit and agree to provide any supporting and compelling evidence for that process.

Parent/Guardian signature: _____

Signature of student: _____

Date of Challenge: _____

Fee Enclosed: Yes _____ No _____