

POLICY

POLICY #460 Course Challenge for Credit

RATIONALE

The Board of Education supports permitting students to earn credits towards graduation through a challenge procedure because they have already acquired the appropriate learning beyond the scope of regular schooling that meets or exceeds the provincial standards for the course completion.

From Ministry of Education

Learning is a life-long activity. Students learn in a variety of ways, some of which take place outside of British Columbia or outside of the regular secondary school program. The Board of Education will grant credit towards graduation for learning that has been assessed and matches or exceeds provincial, national or international standards.

POLICY

The purpose of challenge is to permit students to obtain full credits for a grade 10, 11 or 12 course without having to take it because they have already acquired the appropriate learning elsewhere. All students are entitled to challenge; however, it is anticipated that only small numbers of students will be able to give strong and compelling evidence that they will succeed in the challenge, and that it is in their best interests. Challenge is not envisioned as a way for students to improve their course marks nor as a replacement for the valuable experience a student gains by learning in a classroom setting.

The principles providing a basis for challenge include:

- a) Students learn in a variety of ways and at different rates.
- b) The diverse needs and abilities of students should be acknowledged.
- c) Relevant learning acquired by students outside school should be acknowledged and documented.
- d) Students should be able to demonstrate readiness before they are allowed to challenge for credit.
- e) Students must demonstrate that they have met the prescribed curriculum for the course being challenged to receive course credit.
- f) The challenge process should maintain the high standards to be expected of a good education

ADOPTED: December 11, 2006

Reviewed/Revised: September 10, 2007
Statutory Reference:

REGULATIONS AND PROCEDURES

POLICY #460 Course Challenge for Credit

1. General
 - 1.1 Although students are entitled to receive credit for a successful course challenge, the Board of Education assumes no liability, financial or otherwise, for students who enroll in courses or programs offered by other jurisdictions or institutions.
 - 1.2 Students will be granted only one opportunity to challenge a specific course and must not previously have been enrolled in the course.
 - 1.3 For the challenge to be successful, the student 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 for a course which has been successfully challenged. The mark will be recorded on report cards and transcripts.
 - 1.5 The school principal will be responsible for implementation of the challenge policy and procedures.
 - 1.6 Each secondary school will determine its schedule for course challenges and publicize these at the beginning of the school year and each school term.
 - 1.7 In order to challenge a course with a provincial examination, students must first successfully challenge the school portion of the mark. If successful, the students will then be given the opportunity to write the provincial examination at the first available examination date. The final percentage mark will be based on the blended school and examination marks.
 - 1.8 Prior to a student engaging in the Challenge process, the school must review any documentation of prior learning that a student presents in order to determine if credit can be awarded through Equivalency.
 - 1.9 Ministry or board authorized Grade 10, 11, or 12 courses must be available for Challenge one year after full implementation of the relevant Integrated Resource Package (IRP) or board authorized course description.
 - 1.10 Each secondary school in the district is not obligated to provide challenges for provincial or locally-developed courses not taught in that school.
 - 1.11. All students are entitled to a free challenge process for Ministry or local board authorized courses.
2. Student Eligibility
 - 2.1 In order to be eligible to participate in the challenge process, a student must be enrolled in the school district, registered with the school district for home schooling, or enrolled in a distance education program where the challenge is being requested.

- 2.2 Students in grades other than 10, 11 and 12 may be eligible to challenge.
 - 2.3 Students arriving from other jurisdictions may challenge for credit where equivalency is not appropriate.
 - 2.4 Students enrolled with the school district are entitled to undertake a free challenge process to assess their prior learning for any Ministry-authorized graduation program course offered by our schools, as well as any board-authorized course taught in the district of the school year, provided the student has not already completed the course through previous enrolment.
 - 2.5 A teacher may recommend a student for challenge.
 - 2.6 Adult students are able to challenge a credit.
3. Procedures
- 3.1 Schools must document the Challenge assessment delivered to each student, including a pre-Challenge Equivalency review, and the documentation must be made available to Ministry auditors if requested.
 - 3.2 Students will demonstrate to the satisfaction of the school-based administrator in consultation with a subject specialist their readiness to challenge the specific course. This will be accomplished by having the student complete the Preliminary Checklist for Course Challenge (see Appendix).
 - 3.3 As part of demonstrating his/her readiness, the student will provide a written explanation of how the challenge will meet the educational goals of his/her graduation plan.
 - 3.4 The approval for challenge must be made in consultation with an administrative officer, subject specialist, the student's parents/guardians (if applicable), and the student.
 - 3.5 The entire course must be challenged; partial credit will not be granted through the challenge process
 - 3.6 For a challenge in any course, a number of assessment and evaluation strategies will be used. The strategies could include:
 - portfolio or collections of work
 - demonstrations
 - interviews
 - term and final school-based evaluations
 - reports, essays, or other forms of written expression
 - oral presentations
 - translations
 - other assessment strategies
 - 3.7 Awarding credit through Challenge will be based on the same standards used for students who have taken the course through enrollment. A Challenge will be considered successful when the student has achieved at least a C- and 50%.
 - 3.8 Prior to engaging in a Challenge process, schools must review any documentation of prior learning that a student presents in order to determine if credit can be awarded through Equivalency.

4. At the end of each semester, schools will forward to the school board office details of each completed course challenged. By June 30 each year, the school district through the Transcript and Examination (TRAX) system will report this information to the Ministry.

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Attachment A

School District No. 67 (Okanagan Skaha)

CHALLENGE FOR CREDIT

APPLICATION FORM

For Office Use Only

School _____
Course _____
Principal _____
Application: Approved [] Denied []
Met with Principal
(Date) _____

Challenge Demonstration
(Date) _____

Results of Challenge (%) _____

Please complete all sections of this form. Incomplete applications may delay processing of your request.

Name _____ Student Number _____

Date of Birth _____ Female Male

Parent/Guardian Name and Mailing Address _____

Telephone (H) _____ Telephone (W) _____

Last school attended _____

THIS IS AN APPLICATION FOR THE OPPORTUNITY TO CHALLENGE FOR CREDIT.

1. I wish to challenge the course entitled _____ which is:
A provincially examinable course [] A provincial course []
A board/authority authorized course [] A locally developed course []
Numbered 10 [] OR Numbered 11 [] OR Numbered 12 []

2. Describe in 75 to 250 words how successfully challenging this course will fulfill your Student learning Plan. The written paragraph will be evaluated according to:
• Identification of the relationship of course challenge to personal, academic or career goals;
• Demonstration of your growth toward meeting the Significant Outcomes highlighted in the Student Learning Plan folder.

3. Complete the Checklist for Course Challenge (see reverse)

4. Submit the application with the checklist (see reverse) to the designated Department Head or Principal.

I, _____, request consideration for Challenge for Credit
(Name)
and agree to provide any supporting information needed for that process.

Signature of Student _____

Signature of Parent/Guardian _____

Signature of School Principal _____

ADOPTED: _____

**PRELIMINARY CHECKLIST
FOR COURSE CHALLENGE
TO BE USED BY STUDENTS/TEACHERS**

	Yes	No
1. I understand that the entire course is challenged for credit and I will not be eligible for partial credit.	<input type="checkbox"/>	<input type="checkbox"/>
2. This course is offered at the school at which I am enrolled.	<input type="checkbox"/>	<input type="checkbox"/>
3. I have not previously enrolled in this course.	<input type="checkbox"/>	<input type="checkbox"/>
4. This is the first time I have challenged this course.	<input type="checkbox"/>	<input type="checkbox"/>
5. I know the time schedule for challenge. <u>Challenges may be made only at designated times.</u>	<input type="checkbox"/>	<input type="checkbox"/>
6. If this is a provincially examinable course, I know when the examination period will be. <i>I must complete the stipulated work for the course mark before I may take the provincial exam.</i>	<input type="checkbox"/>	<input type="checkbox"/>
7. I have met with a counsellor who helped me identify the potential benefits and liabilities of the challenge request.	<input type="checkbox"/>	<input type="checkbox"/>
8. I have completed the application form which includes: <ul style="list-style-type: none"> • an explanation of the reason for the challenge with its relationship to my Student Learning Plan, and • a copy of my Student Learning Plan. 	<input type="checkbox"/>	<input type="checkbox"/>
9. I am aware of the requirements outlined by the district for <i>Challenging for Credit</i> .	<input type="checkbox"/>	<input type="checkbox"/>
10. I am aware that non-examinable course credit through challenge may not be considered by some post-secondary institutions for admission purposes.	<input type="checkbox"/>	<input type="checkbox"/>
11. I am ready to challenge due to: <ul style="list-style-type: none"> • independent learning in a related area, or • prior learning from another educational jurisdiction, or • recommendation by a teacher. 	<input type="checkbox"/>	<input type="checkbox"/>
12. I am prepared to demonstrate mastery of the required Learning Outcomes (as identified in the relevant Ministry of Education Integrated Resource Package) for the course challenge through a variety of assessment procedures.	<input type="checkbox"/>	<input type="checkbox"/>

<p>The information on this form will be used solely for the purpose of processing your application of <i>Challenge</i> for Course Credit. This application will be placed in your file after processing.</p>
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