

In Effect as of August 2018



Equivalency, Challenge, Independent Directed Studies, External Credits, Distributed Learning and Dual Credit Policies

Course Challenge

Policy

This policy describes how Studio9 may award credit to students who can demonstrate prior learning.

With some exceptions for international students (see International Student Graduation Credit Policy for further information), students in grades 10, 11, and 12 who are enrolled at Studio9 are entitled to undertake a free challenge process to assess their prior learning for any Ministry-developed graduation program course as well as any Board Authorized (BAA) course taught at Studio9 that school year. This entitlement to a free challenge process does not apply in the following circumstances:

- The student has already challenged the course and received a passing grade
- The student has already completed the course through previous enrolment, or
- The student has already been granted equivalency for the course.
- This entitlement does not include Board Authorized courses taught in a non-enrolling district.

Prior to engaging in a challenge process, Studio9 will review any documentation of prior learning that a student presents in order to determine if credit can be awarded through equivalency.

Ministry-developed or Board Authorized Grade 10, 11 or 12 courses will be available for challenge at Studio9 one year after full implementation of the relevant education program guide or Board Authorized course description.

Process

Studio9 will 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.

Approval of the challenge and the challenge process must be reviewed and signed off by the Principal prior to proceeding with the challenge process.

Students should be able to demonstrate their readiness to challenge a course based on factors such as a recommendation from a previous teacher, or from evidence that relevant learning has been acquired outside the regular classroom setting. The demonstration should not be an onerous process. Studio9 staff, in consultation with students and parents, should make the decision about readiness.

The challenge process will assess students on the Big Ideas, Curricular Competencies, and content of courses. Examples of assessment strategies that could be used in a challenge process include such things as hands-on demonstrations, oral performances, interviews, written examinations, or presentations of a collection of work. Challenge processes will be substantive, but not onerous

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Awarding credit through challenge will be based on the same standards used for students who have taken the course through enrolment. A challenge is considered successful when a student has achieved at least a C- and 50 percent.

For reporting and transcript purposes, Studio9 will assign a letter grade and percentage to all credits awarded through challenge processes.

External Credits

In an effort for students to participate in training sources outside of the Studio9 campus, students can acquire skills of a nature similar to school courses via the external credit program.

To apply for external credits the student must first notify the Principal of this course of action, and then apply for a particular program (such as the Industry Training Authority). Studio9 must receive the necessary documentation/proof of training and hours spent. Applicable credits will then be awarded to the student.

Independently Directed Studies

There are instances where, for a variety of reasons, a student's attendance at school might be impossible. Reasons might include, but are not limited to, illness, travel opportunities, classroom behavioural issues, career opportunities, and psychological issues. Should this situation arise, the student may be accommodated with an independently-directed study plan to meet the student's academic needs.

The Principal, with advice and input from staff and parents, may allow for an Independently Directed Studies program to be designed that provides the student an opportunity to work on his/her own to complete credit subjects. Independently Directed Studies might include a combination of resources, assignments, examinations and projects based on the individual situation, abilities and technologies available to the student.

Independently Directed Studies will be designed to fulfill learning outcomes in Ministry and/or Board Approved Courses, within a reasonable time frame.

Equivalency (Documented Prior Learning)

Studio9 may be able to award credit to students who have successfully completed an equivalent Grade 10, 11 or 12 course from an educational jurisdiction or institution outside the BC school system.

The Ministry of Education may make determinations about equivalency that apply to all students. Such determinations will be listed in the Handbook of Procedures for the Graduation Program or online Course Registry.

With some exceptions for international students (see the International Student Graduation Credit Policy for further information), all students enrolled at Studio9 are entitled to apply for an equivalency review of their documented prior learning.

Studio9 will award credit based on equivalency for Grades 10, 11 and 12 Ministry-developed courses (including courses with a Graduation Program Exam) and Board Authorized courses.

There is no limit to the number of credits students may be awarded through equivalency.

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Studio9 may ask students to provide translations if documents are not in English or French.

1. Procedures for Equivalency

Studio9 will award credit through equivalency following review by the Principal. For the purpose of determining equivalency, comparison of courses may be based on factors such as the following:

- comparison of learning standards
- comparison of general subject matter
- comparison of depth or breadth of coverage of subject matter
- comparison of assessment methods, instruments, and standards.

In order to receive credits through equivalency, students must provide the appropriate documentation as proof of successful completion of the course.

For reporting and transcript purposes, Studio9 will assign a letter grade and percentage to all credits awarded through equivalency. If the student's documents show only a letter grade or level, Studio9 may choose to assign a percentage, based on the mid-point of the matching British Columbia letter grade range. Studio9 may use "Transfer Standing" (TS) if it is not possible to determine a letter grade and a percentage from the documentation.

Dual Credit

Dual Credit means that credit earned at the post-secondary level can be used as credit towards high school graduation. Dual Credit programs allow students the opportunity get a head start on a career while earning both high-school credits and post-secondary credentials while in high school. Dual Credit programs can be taken through ACE IT (Industry Training Authority) . These include foundation trades training programs with post secondary training partners.

Students who would benefit from a hands-on learning opportunity through an apprenticeship, students who have explored their career choice and would like to pursue a program offered through ACE IT, and students who are in their grade 11 or 12 year are eligible for the dual credit program.

Students who wish to apply for a dual credit program through ACE IT must discuss this first with the Principal and CEO. If appropriate accommodations can be made regarding the student's schedule so that graduation requirements can be met, the student may then proceed in finding an appropriate apprenticeship. This apprenticeship must be able to train the student according to ACE IT standards and provide the school with all necessary assessments, as per the ACE IT program.

Once the student has secured the apprenticeship, information regarding the apprenticeship must be obtained by the school and a communication between Studio9 and the apprenticeship started. The educational opportunity, safety, and security of the student must be ensured and all documentation completed prior to the start of the apprenticeship.

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The individual in charge of supplying the apprenticeship opportunity is expected to be in frequent communication with the Principal and CEO, reporting assessments, progress, and any challenges to them in a timely fashion. Once the apprenticeship is completed, all documentation must be completed and secured by the school prior to the official end of the apprenticeship.

More information on the ACE IT program may be found at www.itabc.ca.

Distributed Learning

Students who attend Studio9 and are in grades ten to twelve may take part of their educational program by means of distributed learning. Distributed Learning (DL) provides the flexibility to meet learning needs of many Studio9 students not served through Studio9's standard school program, due to lack of students who want to take the course or resources.

Students are not permitted to take a DL course in lieu of a course offered by Studio9 because of a lack of interest. Students must have justification of why they would like to "drop" the Studio9 course and replace this course with a DL course. Valid justification of this includes a diagnosis or accommodations noted on the student's Individual Education Plan that pertains to taking the Studio9 course or the need for a specialized course that Studio9 does not offer in order to graduate or enter a post-secondary program. However, a student may replace the scheduled Studio9 course with a different Studio9 course offered at the same time (including individualized courses such as Teacher Assistant or apprenticeship programs).

Students who choose to take DL must notify the Principal prior to registering for a course. If appropriate accommodations can be made regarding the student's schedule, the student may then proceed to register for a Distributed Learning course through an accredited DL school in British Columbia (such as SCIDES or eBus).

For students who take a DL course in place of another course offered during the school day, provisions will be made so that the student has a quiet space to work with internet access. The expectation is that the student uses the entire allotted time to work on the DL course.

For students who take a DL course in order to make up missed courses or to graduate early, and the course is not in place of another course offered during the school day, students are expected to work on/complete the course after regular school hours.

Updates on student progress in DL courses must be communicated to Studio9 by the DL school, in order for accurate records to be maintained. Upon completion of the course, documentation of the course being completed and assessment/grades provided at the end of the course must be provided to Studio9. Upon receipt of these documents, Studio9 may enter this course as completed in the student's official records. It is the sole responsibility of the student and his/her/their parents to register and complete the course as per the standards of the DL school.

Independent Directed Studies Policy (IDS)

This policy enables students to initiate their own area of learning and to receive credit towards graduation. The policy also allows schools to recognize learning in a Ministry-developed or Board Authorized course that a student may not have completed. This policy is not a student entitlement but an enabling policy intended to encourage schools to allow students to pursue studies of interest.

IDS credit may be awarded by boards to students who successfully complete independent work based on the content of Grade 10, 11 or 12 Ministry developed courses or Board Authorized courses. A student may study in more detail the content of a course that has been completed, or study a subset of the content of a course that has not been taken.

IDS credits may only be used to satisfy elective requirements.

The maximum value for a single IDS course is four credits, but there is no limit to the total number of IDS credits a student may earn. The number of credits a student earns for an IDS will be set out in the plan developed by that student and a teacher, and approved by a principal. Grade 12 IDS credits may count toward the minimum of 16 grade 12 credits required for graduation.

Procedures for IDS

Awarding of credit through an IDS should be governed by the procedures of the board of education.

For reporting and transcript purposes, schools must assign a letter grade and percentage for all credits earned through IDS.

IDS courses can be for 1, 2, 3, or 4 credits. If students complete some but not all of the content a course, schools may report their achievement to the Ministry using IDS credits.

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IDS credits may be awarded to students who have successfully completed independent work based on a subset of learning outcomes of Grade 10, 11 or 12 Ministry developed courses or Board Authorized courses. A student may study one or more learning outcomes in depth, or study more broadly a wide variety of learning outcomes from a single course.

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Procedures for IDS

Students wanted to be consider for IDS are to provide a written letter requesting:

1. The reason for wanting to complete an IDS
2. The course and along with the portion of the course he/ she desires to study.
3. The number of credits they desire to achieve from the IDS course and how it connected to his/ her graduation plans.

For reporting and transcript purposes, schools must assign a letter grade and percentage for all credits earned through IDS.

IDS courses can be for 1, 2, 3, or 4 credits. If students complete a portion of the outcomes for a course, schools may report their achievement to the Ministry using IDS credits.