

## **High School Equivalency Policy**

The Board recognizes that learning occurs in other venues. As such, students may earn challenge credits, equivalency credits, external credentials, and independent directed studies credits towards graduation.

### **Equivalency Credits: (For Documented Prior Learning)**

All secondary students are entitled to apply for an Equivalency Review of their documented prior learning. The Lead Teacher will award credit to students based on equivalency for grades 10, 11, and 12 Ministry developed courses, and for board authorized courses. There are no limits to the number of credits that students may be granted for equivalency.

#### *Procedure:*

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

Credit will be awarded for equivalency when there is a match of 80% or more of the learning outcomes to either a Ministry-developed or board authorized grade 10, 11 or 12 course, and when there is a demonstrated comparison of the depth and breadth of coverage of the subject matter, and a comparison of the assessment standards as determined by course or program descriptors, outlines, and/or plans. Grades will be assigned to all credits awarded through Equivalency based on the transcript being evaluated for Equivalency Credit. If it is not possible to determine a grade from the documentation, then schools will indicate the grade as "Transfer Standing (TS).

### **Challenge Credits: (Undocumented Prior Learning)**

Enrolled secondary students are entitled to apply for a Challenge Credit Review of their undocumented prior learning provided the student has not previously taken and been awarded credit for the course under challenge. Enrolled students may challenge for credits in any Ministry authorized course. There is no limit to the number of courses that may be awarded through Challenge.

#### *Procedure:*

Staff will first review documentation of prior learning to determine if credit can be awarded through Equivalency before a student undertakes a Challenge process.

Students should be able to first 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. School staff, in consultation with students and parents, will make the decision about readiness.

Students will be assessed for Challenge credits through, for example, laboratory demonstrations, oral performances, interviews, written examinations, presentations of a collection of portfolio work and/or any other relevant assessment means as determined by the Lead Teacher. Challenge credits will be awarded when the student demonstrates competency of at least a C- or 50% standing based upon the same standards as students who have taken the course through enrollment. Staff will assign grades to all credits awarded through Challenge processes.

### **External Credentials: (Ministry-Approved Documented Prior Learning)**

Secondary students enrolled are entitled to a review to determine any credits earned for Ministry-Approved Credentials. Students may earn credits for Ministry-Approved Credentials earned prior to entering grade 10. There is no limit to the number of credits a student may earn for Ministry-Approved Credentials. In determining whether or not Ministry-Approved Credentials will assist a student in meeting his/her post-secondary entrance requirements, it is the responsibility of students and parents to verify admission requirements for the post-secondary institutions they plan to attend.

#### *Procedure:*

Students must provide the Lead Teacher with the appropriate documentation proving successful completion of the external assessment, course or program.

For reporting and transcript purposes, all credits received as a result of an external credential will be assigned grades (if possible to determine from documentation.) If it is not possible to determine a grade from the documentation, then the grade will be indicated as "Transfer Standing (TS).

### **Independent Directed Study (IDS)**

Students may be allowed to take independent directed study courses to develop the student's own areas of interest, to recognize prior learning in a course for which the student did not complete, and to receive credit for graduation.

Students may earn 1, 2, 3 or up to 4 credits for a single IDS course or for a portion of a course, but there is no limit to the total number of IDS credits a student may earn. Grade 12 IDS credits may count toward the maximum of 16 grade 12 credits required for graduation. The number of credits a student may earn will be set out in a plan developed by the student and a teacher, and approved by the Lead Teacher and the student's parent/guardian.

*Procedure:*

Staff may work with students to develop IDS courses that are based upon the learning outcomes from any Ministry-approved or Board-Authorized grade 10, 11 or 12 course. Students may pursue learning in depth of one or more learning outcomes, or may study more broadly a wide variety of learning outcomes from a single course. IDS credits may only be used to satisfy elective requirements.

Students begin IDS by conferencing with a staff member to go over all the Prescribed Learning Outcomes (PLO) for a given course. A collaborative plan is made for each PLO as to what independent project the student will complete to meet each individual PLO.

Projects are supervised by a teacher. Learning Outcomes are tracked as they are met by the student using a checklist. The student is responsible for tracking the hours that are used to address the course and to complete the appropriate number of hours depending on the amount of credit desired.

For reporting and transcript purposes, staff will assign all credits received from an independent-directed study a grade.

If a student completes a portion of the outcomes of a course, the Lead Teacher may report the course using IDS credits by pro-rating the credit value by the percentage of course outcomes completed.

### **Credit from Post-Secondary Courses (Dual Credits)**

Students are entitled to earn "dual credit" if they earn credit that leads to a post-secondary credential from a post-secondary institution which is a member of the British Columbia Transfer System or offered in French through Educacentre.

*Procedure:*

Discuss the course you intend to take at a post secondary institution with school staff prior to enrolling to ensure that it qualifies for dual credit. Once complete, students must provide the school with an official transcript providing all required information for a course grade and credits to be allocated. The course will be credited according to Ministry policy.