

## **CHALLENGE FOR CREDIT**

### **GOVERNANCE POLICY**

#### **CONTENTS**

#### **1.0 PRINCIPLES**

#### **2.0 POLICY FRAMEWORK**

#### **3.0 AUTHORIZATION**

#### **1.0 PRINCIPLES**

The South Shore Regional School Board (SSRSB) supports the concept that high school students may have acquired the knowledge, skills, and attitudes that an existing course seeks to develop. Students should be given the opportunity to acquire a high school credit for that course and apply that credit toward high school completion.

#### **2.0 POLICY FRAMEWORK**

- 2.1. This policy complies with the Education Act and other related provincial acts and policies.
  - 2.1.1. Nova Scotia Department of Education Challenge for Credit Policy
  - 2.1.2. Nova Scotia Department of Education Public School Program

#### **3.0 AUTHORIZATION**

The Superintendent is authorized to issue procedures in support of this policy.

## CHALLENGE FOR CREDIT

### ADMINISTRATIVE PROCEDURES

#### CONTENTS

#### 1.0 PROCEDURES

#### 2.0 RESPONSIBILITIES

#### 1.0 PROCEDURES

- 1.1. Students are responsible for initiating the Challenge for Credit and shall provide adequate and acceptable documentation to support their claim for credit. Students are also encouraged to present additional documentation that he/she considers relevant to the course.
  - 1.1.1. Adequate and acceptable documentation shall include, but not necessarily be limited to:
    - 1.1.1.1. Records of participation;
    - 1.1.1.2. Evidence of successful participation in an activity;
    - 1.1.1.3. Evidence of length of involvement in an activity;
    - 1.1.1.4. Portfolio or journal of relevant activities; and
    - 1.1.1.5. The written support of at least one person with expertise in the area and who is acceptable to the school.
- 1.2. Students shall make application on the Challenge for Credit Application (Appendix “A”) and submit it to the school guidance counselor no later than March 31 of each school year. The school guidance counselor will review the application with the student prior to presentation to the school principal or designate.
- 1.3. Students are eligible for a total of six (6) credits towards a Nova Scotia High School Graduation Certificate.
  - 1.3.1. No more than two (2) credits at each grade level will qualify.
- 1.4. The principal shall review the application with the students and the guidance counselor and may:
  - 1.4.1. Approve the application.
  - 1.4.2. Recommend that the application be redeveloped for future consideration.
  - 1.4.3. Deny the application, if it does not conform to learning outcomes as defined in the Public School Program and the curriculum guide for a directly related course.The principal shall notify, in writing, the student and family of the decision of the application.
- 1.5. When an application is denied, the student and/or family may request a review of the decision.
  - 1.5.1. A request for a review shall be made through the school principal to the Coordinator of Programs.
  - 1.5.2. The review shall be conducted by the Coordinator of Programs and the Director of Programs and Student Services.
- 1.6. The school principal shall copy all granted applications to the Coordinator of Programs within seven (7) days.
- 1.7. The Coordinator of Programs shall maintain an active registry of approved Challenge for Credit Applications. He/She shall provide to the Director of Programs and Student Services and the SSRSB upon request.

## **2.0 RESPONSIBILITIES**

It shall be the responsibility of the Superintendent to ensure these administrative procedures are followed.

**Appendix "A"**

**Challenge for Credit Application**

Name: \_\_\_\_\_ School: \_\_\_\_\_ Date: \_\_\_\_\_

Course: \_\_\_\_\_ Grade: \_\_\_\_\_ Credit Type: \_\_\_\_\_

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**Rationale:** What learning goals and needs have been met?

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**Summary:** Please provide an overview of educational experiences.

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**PRESENTATION OUTLINE**

**Learning Outcomes:** What did you learn as a result of your experiences? (Please list these outcomes.)

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**Relationship to Essential Graduation Learnings:** In what ways did your program help you develop the essential graduation learnings (aesthetic expression, citizenship, communication, personal development, problem solving technological competence)?

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## Appendix "A"

**Course/Program Content and Organization:** Please include/attach timelines, portfolio, journal, etc.

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**Learning Resources:** What resources (materials, technology, human, and community) did you use?

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### **DETAILED LEARNING AND ASSESSMENT OVERVIEW**

**Learning Experiences:** Please provide details of learning experiences and activities undertaken.

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**Assessment and Evaluation:** What strategies have you used to assess your learning and performance?

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How can you demonstrate what you know and are able to do as a result of your work?

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**Letter(s) of Support:** Please attach at least one letter of support from a person with expertise in this area who can support your claim for credit.

## Appendix "A"

**Student's Comments:** Please explain why you believe you should qualify for a high school credit under Challenge for Credit.

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**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Guidance Counselor's Comments:** \_\_\_\_\_

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**Guidance Counselor's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Principal's Comments:** \_\_\_\_\_

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**Decision:**

- Approved
- Redevelop application for future consideration
- Denied

**Principal's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_