

Statement of Policy

The Ministry of Education allows students to challenge a maximum of two provincially-developed courses at the 10 or 20 level for credit through a rigorous and comprehensive challenge process in order to move on to further learning.

Rationale

The course challenge process recognizes some students are able to demonstrate a high level of achievement of the learning outcomes of a particular course without spending the required hours enrolled in the course.

Authority

- The Education Act, 1995 Sections 85, 87, 170, 175, 231
- The Education Regulations, 2015 Sections 30, 31, 32
- The Registrar's Handbook for School Administrators
- Course Challenge Process: Policy and Procedures – Government of Saskatchewan

Definitions

Course Challenge – refers to an opportunity for a student challenge a course for credit based on a rigorous and comprehensive process.

Outcomes – refers to what a student is expected to know and be able to do at the end of the secondary level course. It may also refer to objectives when curricular outcomes are not available in the curriculum for a course.

Guiding Principles

1. To challenge a course, the student must be enrolled in the school division.
2. Only provincially-developed courses at the 10 or 20 level may be challenged.
3. Each student may challenge a maximum of two courses.
4. To be qualified to administer the course challenge process, a teacher must have taught the course at least twice (in different semesters/blocks).
5. In order to measure the level of student achievement, a variety of assessment techniques shall be used.
6. The student must attain a minimum of 80% through the course challenge in order to be granted credit. The percentage mark attained will be recorded on the student's transcript.
7. Students who are not successful in the course challenge (do not attain a minimum of 80%) shall not be allowed to challenge the same course a second time. In order to receive credit for the course, a student must be required to register in and successfully complete the course.

Process:

1. Only provincially-developed courses offered within the division at the 10 and 20 level may be challenged.
2. Assessment strategies for a challenge process shall be developed by the course teacher based upon course requirements and upon current classroom assessment techniques.
3. Course outcomes/objectives will be listed with the assessment strategies and attached to the *Intent to Challenge Course* form.
4. Requests for course challenges can be made throughout the regular school year between the months of September and March.
5. A student must make a formal request to the principal through the submission of the completed *Intent to Challenge Course* form.
6. Students shall take the responsibility for providing evidence of readiness to challenge a course (e.g. a high mark in a prerequisite course, selections from a portfolio, recommendations from a previous teacher, documentation of work or other experience, etc.).
7. The *Intent to Challenge Course* form, will be evaluated by a team of at least two individuals. The team shall include the principal and the teacher who will be administering the course challenge process. The team shall consider the following criteria in deciding whether the student is approved to challenge a course:
 - a) student readiness;
 - b) student likelihood of attaining the 80% requirement;
 - c) ability of student to complete the majority of the course challenge independently;
 - d) student capacity to complete the next course successfully.
8. Refusal of the Intent to Challenge requires the student to register in and successfully complete the course in order to receive credit.
9. The principal will notify the student of approval or refusal of their Intent to Challenge within ten school days after it is received.
10. Refusals will be documented according to criteria. Approvals will state a date for completion of the challenge.
11. Students who are successful completing the course challenge will be granted one credit for the course.

Final Mark Record:

1. If the mark is less than 80%, no mark shall be submitted or recorded on the student record.
2. If the student achieves 80% or greater, the mark shall be submitted to Student Records using the Secondary Level Mark Correction form to be recorded on the student transcript.

3. The process shall be administered and completed so that the mark shall be determined and submitted by the completion of the same semester or academic term.

Documents/Forms

- Intent to Challenge Course Form
- Secondary Level Mark Corrections – Student Data System

References

- The Education Act, 1995 Sections 85, 87, 170, 175, 231
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Date Approved

May 25, 1999

Amended

September 23, 2019