



5.16 Challenge for Credit Option

5. Students - Administrative Procedure Manual

The Pine Creek School Division recognizes that students in exceptional circumstances, have already acquired the knowledge skills and attitudes of a particular course. Challenge for Credit Option provides a process for students to demonstrate that they have achieved the learning outcomes of a specific curriculum developed by Manitoba Education. Requirements to earn a credit via challenge are not to be more demanding than the requirements to earn a credit through regular instruction. Earning a credit through challenge will involve the student demonstrating that they can meet the curriculum learning outcomes in an appropriate way. These guidelines only apply to course being offered in a school within the school division at the time that student wishes to challenge for credit. The guidelines only apply to those students currently enrolled in the school division.

The Challenge for Credit Option is intended to serve specific student circumstances or needs such as; students who by virtue of special talents or private study can be accelerated in specific subject areas; students transferring into Manitoba from another jurisdiction whose placement in a subject grade would be facilitated by such a provision; students whose educational attendance has been interrupted through sickness or other reasons may be able to challenge the learning outcomes of a particular subject area in which they were previously unable to enroll; students who were previously home schooled; students who are considered exceptional achievers in certain areas; students who can demonstrate that they have met course requirements through life experiences such as independent study, world of work, volunteer activities and hobbies.

Guidelines

1. The Challenge for Credit Option is open to Grade 9 to 12 students.
2. To ensure an accurate and adequate demonstration of learning outcomes and a reliable evaluation of achievement, a variety of assessment strategies should be used (eg. formal tests, evaluation of written assignments, portfolio of work, interviews, demonstrations, performances, laboratory work, research paper(s), essay(s), quizzes, practical examinations, skill demonstrations and simulations etc.). The Challenge for Credit Option is likely to include a combination of assessment strategies and skill demonstration methods. The intent is to allow a student to demonstrate prior learning in an appropriate way.
3. A student who successfully completes a Challenge for Credit Option must write the provincial standards test if that subject is assessed provincially in the school division.
4. Only students who have not been previously enrolled in the course are eligible to Challenge for Credit. This means that students cannot use this procedure to improve their mark once they have completed the course.
5. A student, who challenges the course, either successfully or unsuccessfully, may subsequently choose to take the course.
6. A student may attempt a particular course challenge only once, whether they are successful or unsuccessful in obtaining a credit.

7. A student who successfully demonstrates through the Challenge for Credit Option that he/she possesses the learning outcomes defined in the curriculum will be awarded a final mark and a credit.
8. To be eligible to challenge for credit a student must have demonstrated through their academic record a high level of competence in the subject area being challenged.

School Responsibilities

1. Communicate to parents/guardians and students the availability, procedures and assessment strategies involved in the Challenge for Credit Option.
2. Provide the opportunity for students to Challenge for Credit when the student meets the criteria.
3. The principal shall determine the student's readiness for the Challenge for Credit Option through consultation with the student, parent/guardian, and subject area teacher(s). The consultation will include evidence that the student has a reasonable possibility to meet the learning outcomes for the course.
4. Ensure that assessment for the Challenge for Credit Option includes strategies that will assess the breadth and scope of the learning outcomes for the course as presented in the curriculum documents.
5. The principal will assign the administration and evaluation of assessment for a course challenge to a teacher who has taught the course.
6. Grant students who successfully complete a challenge, credit for the course and a mark which is to be submitted to the government department responsible for education in Manitoba.

Student Responsibilities

1. Students who request the opportunity to challenge a course are required to provide reasonable evidence that they have a likelihood of successfully completing the challenge. This might include evidence of appropriate independent study, world of work, volunteer activities and hobbies.
2. Students must comply with all elements of the policy and submit a Notice of Intent Form.

Timelines

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| March 1 | Students must file a "Notice of Intent to Challenge for Credit" with the Principal. The Principal will outline the requirements of the student as stated in the Letter of Agreement. |
| March 15 | Students must file a "Letter of Agreement between the Student and the School" and required documentation with the Principal. |
| April 1 | The principal will assess the Letter of Agreement and required documentation and will determine if the challenge can proceed. If the principal determines that all of the criteria have been met a teacher will be assigned to conduct the assessment. |

- Appeal Students may appeal the Principal's decision to the Superintendent or his or her designate by submitting all of the documentation outlined in the "Letter of Agreement". The appeal must be in writing and made within 5 working days of hearing the Principal's decision.
- April 15 Superintendent will inform the student in writing if the appeal has been successful or unsuccessful.
- May 15 The assessment will be completed by May 15 except in cases where the student is required to write a provincial exam.

Substitution of Credits in Unusual Circumstances

A principal may authorize substitution of a maximum of two (2) alternate credits for compulsory courses within Grades 9 to 12.