
CHALLENGE FOR CREDIT

Swan Valley School Division recognizes that students may, 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 learning outcomes as defined in a current Manitoba Curriculum course. Requirements to earn a credit via challenge should not be more demanding than the requirements to earn the credit through regular instruction; this should involve demonstrating that the student can meet the curriculum learning outcomes in an appropriate way.

These guidelines do not apply to the Special Language Credit Option or the Private Music Option as policy on these opportunities already exist. This option is intended to serve particular needs such as: 1) Students who, by virtue of special talents or private study, can be accelerated in particular subject areas; 2) Students transferring into a Manitoba School from another jurisdiction whose placement in a subject grade would be facilitated by such a provision; 3) Students whose educational attendance has been interrupted through sickness or other reasons and who may be able to successfully challenge the learning outcomes of a particular subject area, in which they were previously unable to enrol; 4) Students who are considered exceptional achievers in a certain area.

School Guidelines and Responsibilities

1. Establish procedures to communicate to parents/guardians and students the availability, procedures, objects and assessment strategies for the Challenge for Credit Option.
2. Provide the opportunity, when necessary, for the Challenge for Credit Option.
3. The Principal shall determine the student's readiness for the Challenge for Credit Option through consultation that includes the student, parent/guardian(s) and subject teacher(s). The consultation should 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, in a timely and practical manner.
5. Assign the administration and evaluation of assessment for a course challenge to a certified teacher.



6. Grant students, who successfully complete a challenge, equivalent credit for the course. The mark is to be submitted to Education and Youth.
7. The Division will not charge registered students or their families a fee for administering course challenges. (The Special Language Credit Option uses community examiners who charge a fee for conducting the examination).
8. The Division is not obliged to provide challenge for provincial courses which are not taught in the Division.
9. In principle, there is no limit to the number of courses that a student may challenge. However, it is expected that only in exceptional circumstances would a student attempt to challenge multiple courses.
10. A student who successfully demonstrates through the Challenge for Credit Option that he/she possesses the learning outcomes for the course will be awarded a final course mark and credit.

Student Eligibility

1. The Challenge for Credit Option may be used from Grades 9 to 12.
2. To be eligible to challenge compulsory courses a student must demonstrate a record which shows a high level of competence in the subject area being challenged.
3. A student may attempt a particular course challenge only once. If the student is unsuccessful, but wants credit in the course or wishes to raise her/his mark, the student is required to take the course. Related documentation should be part of the student cumulative file.
4. A student who successfully completes a compulsory course challenge is expected to write provincial standards tests when the course challenged is Senior 4 English and/or Math.
5. A student who has successfully completed a course cannot use the Challenge for Credit Option to raise his/her mark.
6. A student who challenges the course, either successfully or unsuccessfully, may subsequently choose to take the course.

Expectation of Students in Applying for Challenge Credit Opportunity

1. Students who request the opportunity to challenge a course must be able to provide reasonable evidence that they have some likelihood of completing the challenge successfully such as appropriate independent study, world of work, volunteer activities and hobbies.



2. Students have to complete a notice of intent form as developed by the School Division. (See below)
3. Students must comply with the Division Policy for the Challenge for Credit Option.

Timelines

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| March 15 | Students must have filed a Notice of Challenge with the Principal. The Principal will outline the requirements of the student as stated in the Letter of Agreement. |
| April 15 | Students must file Letter of Agreement with the required documentation. The Principal will assess the documentation and determine if the challenge can proceed. |

If the Principal determines all the criteria has been satisfied, a staff member will be assigned to conduct the assessment.

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| June 1 | The assessment will be completed by June 1 except where the student is required to write a Provincial exam. |
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4. Students must ensure an adequate demonstration of learning outcomes and a reliable evaluation of achievement. Various assessment strategies may be used as in a regular classroom setting (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.). It is important to note that the Challenge for Credit Option for a particular course may 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.
 5. Students must be enrolled as a student within the Division.

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Letter of Agreement between the Student and the School

This letter of agreement has to be cosigned by the student, the parent/guardian and the school principal no later than March 15. The information required to proceed with the challenge (as outlined in this agreement) must be handed in no later than April 15.

Surname: _____ Given Names: _____

School: _____ Grade: _____

Name of parent/guardian: _____

I wish to challenge the following course:

Course Name	Course Grade Level	Department Course Code

To be filled out by the Principal

The student will be required to submit the following evidence that will qualify them to challenge for credit this course:

	Letter(s) of recommendation from teacher(s) familiar with the course learning outcomes.
	Transcript
	A portfolio of relevant work
	Proof of successful experience
	Proof of independent learning in a relevant area
	Samples of work
	Other (specify)

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

<p>For office use only Date application received: _____ Date challenge for credit completed: _____ Result: _____</p>
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