OCTOBER 15, 2014 (updated October 2017)

ALTERNATIVE OPTIONS FOR EARNING CREDITS
POLICY
FOR
PENELAKUT ISLAND LEARNING CENTRE

Preamble

Penelakut Island Learning Centre recognizes that the Graduation Program allows students to earn credits toward graduation through alternative options including:

- Equivalency
- External Credentials
- Challenge
- Independent Directed Studies (IDS)
- Post-Secondary Credits
- SCCP

Procedures

1. Equivalency –refers to the process whereby an authority grants equivalency credit for a course that was taken outside of BC considering the course matches 80 percent of the prescribed learning outcomes of an approved Ministry course and is able to provide documentation for successful completion

Penelakut Island Learning Centre does not have an equivalency option at this stage in development.

In the event, a student transfers from another Canadian province, they will be required to appeal this decision for a reconsideration of an equivalency policy.

2. External Credentials – are earned for successfully completing a set of learning activities developed outside the Ministry, for which the learning is not equivalent to a Ministry-Developed course

Penelakut Island Learning Centre does not have an external credential option at this stage in development.

This decision may be reconsidered as the Penelakut Island Learning Centre grows.

3. Challenge – refers to the means of granting students credit for undocumented prior learning.

Penelakut Island Learning Centre will provide students with a Challenge option providing they are able to complete the prescribed learning outcomes with success if:
- The student provides compelling evidence of achievement and completion of 80% of the learning outcomes.
- Not already challenged the course and received a passing grade, or completed the course through previous enrolment

Assessment Process:

Teacher will create an exam that covers 100% of the course outcomes.
Principal will review and verify contents of the exam.
Student will be given a three hour time frame to complete.
Student must pass the exam with at least a C-(50%).

If the course is a provincially examinable course the student must write the provincial exam and obtain a final mark of at least C- (50%)
The student mark will be recorded as code "C" in the Course Type field

4. **Independent Directed Studies** – are alternative independent options for students to show independent learning by completing course work or a project under supervision

Penelakut Island Learning Centre recognizes the value in allowing the student to initiate learning independently and is willing to grant IDS credit providing the student can show the knowledge, skills, and aptitudes for the curriculum presented.

Procedures

The student must demonstrate the ability to work independently
The teacher and student must create criteria/review date for successful completion of the IDS
1 credit of IDS is equivalent to 30 hours of knowledge, skills, and aptitudes for the curriculum presented
Student must successfully meet criteria and review date
IDS credits will be reported on the report card and PSR with the course code IDS and the related course and credits

5. Post-Secondary Course Completion – refers to granting a student credit for enrolling in a post-secondary course at an accepted institution where credit is earned based on completing course work towards a post-secondary credit

Penelakut Island Learning Centre will recognize a dual credit for:
A for-credit course that is from a post-secondary institution and is a member of the British Columbia Transfer System

Procedures

The institution and Penelakut Island Learning Centre will sign an agreement
The course must lead to a post-secondary credential, including courses in certificate programs of one year or less, two-year diploma programs and full degree programs
School must assign a percentage and letter grade by referring to transcript notation and Ministry requirements

6. School Completion Certificate Program

The School Completion ("Evergreen") Certificate is intended to celebrate success in learning that is not recognized in a Certificate of Graduation (Dogwood Diploma). It is used to recognize the accomplishments of students with special needs and an Individual Education Plan, who have met the goals of their education program, **other than graduation** (and not all students with special needs should be in an Evergreen Certificate Program.) **The Evergreen Certificate is not a graduation credential**; students who receive an Evergreen have not graduated. It is important that students and their parents clearly understand that the Evergreen represents the completion of personal learning goals but does not represent graduation.

Procedures

Some students may be unable to meet graduation requirements due to their special needs. However, the decision to put a student in an Evergreen Program should not be made prior to Grade 10, and should include the informed consent of the student's parent(s)/guardian(s).

All students of school age are entitled to an education program, whether or not that program leads to graduation. For students pursuing an Evergreen Certificate, their education program should enable them to meet their individual learning goals. Accordingly, they should have an Individual Education Plan (IEP) that indicates their personal education goals, how the goals will be achieved, and on-going monitoring and assessment to know when the goals have been met and an Evergreen Certificate should be issued. Parents and, wherever appropriate, the student are to be provided an opportunity to be consulted about the preparation of the IEP.

DescriptiveTranscripts

In addition to receiving an Evergreen Certificate, students on an Evergreen path are also entitled to a Ministry transcript of successfully completed Grades 10-12 courses, both for-credit and non-credit, including Ministry-authorized, Board/Authority Authorized (BAA), and Locally Developed (LD) courses (e.g. IEP courses). As with graduation program students, the Transcript of Grades should provide prospective employers and post-secondary institutions with relevant information concerning the student's education program accomplishments. As such, it should include meaningful information. For that reason, course titles should be (re)titled to meaningfully represent course content (e.g. for XSIEP courses) before submission to the Ministry's Transcript and Examinations (TRAX) system. Course titles can be customized for every student.

Note that it is up to Penelakut Island Learning Centre to request a transcript for an Evergreen Certificate student. If it is not in the best interest of the student to receive a transcript (e.g., students with limited awareness of their surroundings, students with fragile mental/physical health, students medically and cognitively/multiply challenged), schools may apply for the Evergreen Certificate only.

Reporting Requirements for SCCP

1. Grad Requirement Year (GRY)

Report the code SCCP when submitting TRAX data to the ministry for these students. Schools submitting the data can use the 3008 registration form and enter SCCP in field 18. If submitting via an Interim or Final Submission of Grades form, change the GRY code to SCCP.

2. SCCP Completion Date

Enter the student's completion date using the format YYYYMMDD. This date must be submitted to TRAX electronically or manually on the Final Submission of Grades form.

3. Student Grade

The student grade field does not have to be "12" for a student to receive their documentation; Grades 8 to 12, inclusive, are valid grades. It will be the GRY and SCCP Completion Date that will trigger the production of the certificate and transcript.

4. Course Codes and Final Grades

All completed Grades 10, 11 and 12 courses should be reported for SCCP students which will mean reporting both credit and non-credit courses. For every course, please be sure to report both the final percentage and letter grade.

This includes reporting final grades for SCCP students that are enrolled in non-credit Locally-Developed (LD) courses. Entries such as NM (no mark), NA (not available) or SG (standing granted) will not be accepted by TRAX.

For SCCP students in LD courses, evaluation should be in relation to the learning outcomes for the course/program, based on the degree to which these outcomes are achieved. As a guide to establishing marks for students participating in LD courses, schools may find it helpful to assess students against the learning outcomes (or IEP goals) by using a performance grid. For example, a student who demonstrates very good performance in relation to the expected outcomes could be assessed as "very good" which translates into a "B" or 73-85%.

For more information about the School Completion Certificate, please contact the Learning Supports Branch

Sources:
Handbook of Procedures for the Graduation Program – 2014-2015
https://www2.gov.bc.ca/gov/content/education-training/administration/kindergarten-to-grade-12/graduation/sccp-reporting