

## SCHOOL DISTRICT NO. 51 (BOUNDARY)

### P O L I C Y

SECTION	TITLE	NO. 3040
EDUCATIONAL PROGRAMS/ SERVICES	<u>Equivalency Credit</u>	

**DATE ADOPTED:** February 24, 1999

**DATE AMENDED:**

**DATE REVIEWED:** January 2009

The Board of School Trustees, School District No. 51 (Boundary), encourages students to take greater responsibility for their learning and allows them to obtain credit for learning that has taken place in ways that may not be possible or appropriate within the regular school program.

The Board of School Trustees believes all grade 11 and 12 students are entitled to apply for an equivalency review of their credentials received from other educational jurisdictions and institutions outside the regular school system.

### R E G U L A T I O N S

1. Principals have the authority for determining equivalencies from other educational jurisdictions and institutions outside the regular school system.
2. Whenever course credit is granted through an equivalency review, the school will designate this through a predetermined transcript code provided by the Ministry.
3. To qualify for an equivalency review, students must provide documentation to prove they have successfully completed a course or program of learning. Documentation must be certified upon request.
4. Equivalency credit will only be granted for credentials from other educational jurisdictions and institutions outside the regular school system which match the prescribed learning outcomes for provincial and locally developed courses.
5. Equivalency credit will be available only for grade 11 and 12 courses. Applications should be made to the school Principal.
6. Partial equivalency may be granted for credentials which meet some of the prescribed learning outcomes of a provincial or locally developed course.

7. There is no limit to the number of credits a student may be awarded through the equivalency process.
8. Course credits which are received through equivalency must be assigned either a letter grade and percentage, or "Transfer Standing" for transcript and reporting purposes.
9. The Ministry will periodically issue a table of equivalencies which assesses credentials from other institutions outside the regular school system. The Principal should follow the Ministry published table of equivalencies whenever applicable.

**Application For Equivalency Credit Form Follows**

## APPLICATION FOR EQUIVALENCY CREDIT

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

Name of Course/Program taken: \_\_\_\_\_

Name of secondary school course for which equivalency is requested (grade 11 or 12) only:  
\_\_\_\_\_

1. Name of institute where credentials were acquired:

\_\_\_\_\_

Phone: \_\_\_\_\_

2. Name and description of credentials:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of Instructor:

\_\_\_\_\_

3. Number of equivalent credits requested (1 - 4):

\_\_\_\_\_

4. List any supporting documentation included with this application:

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5. Explain why this equivalency is important to you:

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**APPROVAL:**      YES \_\_\_\_\_ NO \_\_\_\_\_

**COURSE EQUIVALENCY CREDIT:**

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\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Principal Signature