

Directive: Course Equivalency and Exemption

Category: School Programming and Student Services

PREAMBLE

Students have the ability to transfer certain credits earned at other schools or in other education systems. Additionally, students enrolled in Grades 10, 11 and 12 are able to apply for a course exemption prior to being enrolled in that course. The purpose of this directive is to allow students to accelerate their secondary school career by demonstrating in a clear and unequivocal manner that they already possess an acceptable level of skills and knowledge with regard to a course that they have yet to take.

1. COURSE EQUIVALENCY

The equivalency process is used to determine the compatibility of the learning objectives of two different courses in the same subject or field.

1.1 Process

- 1.1.1 Students who deem that they have received an equivalent educational experience elsewhere can make an application to the school team through guidance services.
- 1.1.2. Equivalency shall be determined in consultation with the school department responsible for the CSFY programming.
- 1.1.3. The determination of equivalency shall normally be subject to an investigation, and any documentation supporting the application shall become part of the file.
- 1.1.4. The decision whether to proceed with a student's course equivalency application shall be made by the school principal, working in consultation with the school team.

2. COURSE EXEMPTION

This process is not considered as a means for students to improve their grades, nor to replace the value of the experience gained from learning in a normal classroom context.

2.1 Eligibility

- 2.1.1 Any student who already possesses the knowledge taught in a course and can demonstrate outstanding ability in that course.
- 2.1.2 The exemption process only applies to courses taught at the school where the application is made.
- 2.1.3 Students can apply for an exemption in a course taught at another school, at the discretion of that school.

2.2 Criteria

The student must:

- 2.2.1 Have previously obtained an average of 85% or higher in the previous grade for the same subject;
- 2.2.2 Be recommended for an exemption by the teacher of the course;
- 2.2.3 Be able to demonstrate that the exemption is consistent with the student's long-term personal educational goals.

2.3 Process

- 2.3.1 Students must write the final exam of the course for which an exemption is requested and receive a minimum grade of 75%.
- 2.3.2 For courses where a portion of the grade relates to practical skills (e.g. laboratories), students may be requested to provide additional evidence that appropriately demonstrates their knowledge and ability.
- 2.3.3 The final exam shall be written when the exemption request is made.
- 2.3.4 The decision relating to the exemption request shall be communicated to the student once the final exam results are known.