

COURSE CHALLENGE AND CREDIT RECOVERY

Background

HPSD believes that students may acquire knowledge and proficiency through means other than undertaking prerequisite coursework. It further recognizes that knowledge and proficiency is essential for students to advance to a higher level course. In order that this is recognized and students are allowed to progress to the appropriate course level without taking prerequisite coursework, the Division supports the implementation of a challenge assessment process for senior high school students. Senior high schools are able to offer credit recovery course completion opportunities.

Definitions:

Credit recovery - is a term used to describe a variety of educational strategies and programs that give high school students who have failed a class the opportunity to redo specific coursework or retake a course through alternate means—and thereby earn academic accreditation.

Procedures

1. The Principal shall establish and annually communicate through the school handbook a process to challenge courses.
2. Students registered in HPSP high schools may challenge a course by applying in writing to the Principal within the first two weeks of a semester or of the students' enrollment in a school. The application must state the targeted course and include a recommendation from a person (the previous year's teacher for that program area or another qualified individual) who is prepared to attest that the student has the potential to be successful in the challenge.
3. Depending upon the course being challenged, one or more of the following assessment techniques may be used by the Principal:
 - 3.1. Conducting an interview (informal assessment of course objectives) with designated personnel to assess candidacy for the challenge;
 - 3.2. Providing a portfolio demonstrating the full range of skills, knowledge and attitudes of the course to be challenged; and
 - 3.3. Conducting a written, oral or practical exam or other demonstration of proficiency at a predetermined scheduled time.
4. Normally a course challenge will apply only to a course that is at a higher level in the same course sequence (e.g., Student has English 10-1 and challenges English 20-1) for which the student has pre-requisite standing, or is at the same level in an alternative course sequence. (e.g., Student has English 10-2 and challenges English 10-1).
5. A course challenge in a diploma exam course applies only to the school-awarded component of the course mark, and therefore will not result in a final course mark or in any credits until after the student successfully completes the diploma exam for that course. A student who has already written a diploma exam may choose to register to re-write the respective diploma exam at an alternate date.
6. Formal notifications of school-awarded mark changes in diploma examination courses shall be submitted into Provincial Approach to Student Information (PASI) before the official release dates of Results Statements. These dates are published in the annual Diploma Exam General Bulletin.
7. Requests to change school-awarded marks in diploma examination courses after the published dates shall be submitted for approval into PASI.
8. Diploma exams may be rewritten according to Alberta Education guidelines.

9. Students not achieving an acceptable standard in a course in grades 7-12 shall be provided an opportunity for credit recovery. Credit recovery is a process that permits the student to demonstrate acceptable proficiency in specific course outcomes (e.g., re-doing specific course readings, projects, assignments or exams). With credit recovery, students are usually not required to demonstrate acceptable proficiency for course outcomes previously demonstrated.
10. Only in exceptional circumstances will the Principal allow a student to challenge the same course more than once.
11. Final course results in grades 10-12 will be recorded and submitted to Alberta Education.

References

Guide to Education