

Guidelines for Implementing the Challenge for Credit Option Senior 1 to Senior 4

All school divisions are expected to develop and implement policies and procedures based on the following guidelines related to the Challenge for Credit Option. School divisions may choose to implement the Challenge for Credit Option at the beginning of the 2002-03 school year. It should be noted that all school divisions are expected to have developed local policies and procedures for a province-wide implementation of this option for the 2003-04 school year.

Intent of the Challenge for Credit Option

Education, Training and Youth 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 the Manitoba curriculum for a directly-related 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:

- students who, by virtue of special talents or private study, can be accelerated in particular subject areas;
- students transferring into a Manitoba school from another jurisdiction whose placement in a subject/grade would be facilitated by such a provision;
- 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;
- students who were previously home schooled;
- students who are considered exceptional achievers in a certain area;
- students who can demonstrate that they have met course requirements through life experiences such as independent study, world of work, volunteer activities, and hobbies.

Guidelines

1. The Challenge for Credit Option may be used from Senior 1 to Senior 4.
2. To ensure an adequate demonstration of learning outcomes and a reliable evaluation of achievement, various assessment strategies should be used as in 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.

3. A student in Senior 1 or in Senior 4 who successfully completes a compulsory course challenge is expected to write provincial standards tests.
4. Only students who have not completed the course through previous enrolment should be eligible to challenge for credit. This means that a student who has successfully completed a course cannot use the Challenge for Credit Option to raise his/her mark.
5. A student who challenges the course, either successfully or unsuccessfully, may subsequently choose to take the course.
6. 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.
7. A student who successfully demonstrates through the Challenge for Credit Option that he/she possesses the learning outcomes for the course would be awarded a final course mark and credit.
8. 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.
9. In order to be eligible to participate in the Challenge for Credit Option, a student must be enrolled in the school division.
10. A school should 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).
11. School divisions/districts are not obliged to provide challenge for provincial courses which are not taught in the division.

School Divisions Responsibilities

1. Develop a policy that governs the administration of Challenge for Credit Option.

School Responsibilities

1. Establish procedures to communicate to parents/guardians and students the availability, procedures, objectives, and assessment strategies for the Challenge for Credit Option.
2. Provide the opportunity, when necessary, for the Challenge for Credit Option.
3. Determine the student's readiness for the Challenge for Credit Option through consultation that includes the student, parent/guardians(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 who has taught the course.
6. Develop an *Intent to Challenge* form. School divisions may establish specific dates for accepting and reviewing challenge applications. Others may decide challenges must be completed at specific times so courses can be planned for the upcoming year. If a small number of students are requesting challenge, scheduling the Challenge for Credit Option at the convenience of all participants may be more manageable than setting specified time.
7. Grant students, who successfully complete a challenge, equivalent credit for the course. The mark is to be submitted to Education, Training and Youth.

Student Responsibilities

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.
3. Students must comply with the division policy for the Challenge for Credit Option.