

April 2017

To: Superintendents of School Divisions
Principals of Schools
Adult Learning Centre Education Directors

Dear Colleagues:

Re: Policy for Recognizing Post-Secondary Courses for Dual Credit

Manitoba Education and Training is sending this letter with the goal of providing clear and consistent information to school divisions and Adult Learning Centres (ALCs) in terms of providing high school and ALC students with the opportunity of taking post-secondary courses.

Starting in Spring 2017, all school divisions and ALCs will be required to use the *Policy for Recognizing Post-Secondary Courses for Dual Credit* (see attachment) and the updated *Post-Secondary Course Registration Form for Dual Credit* (see attachment) in order to offer this opportunity to high school and ALC students in Fall 2017. These revised documents may also be found at www.edu.gov.mb.ca/k12/policy/gradreq/alt_credits.html.

We want to acknowledge all the work that has been done over the years by school divisions, ALCs, and post-secondary institutions in the area of dual credits. These partnerships have provided students with the opportunity to explore the post-secondary experience while in high school and ALCs and enabled them to start their post-secondary education.

Offering post-secondary courses to high school and ALC students is one of the pathways to post-secondary education in Manitoba. Traditionally, students have been required to follow a relatively fixed educational pathway. Today, educators and policy makers are responding to the multiple needs of students and providing a number of opportunities that foster academic interests, support career exploration and planning, and facilitate the transition from secondary to post-secondary education. For more information, see *Alternate Pathways for Earning Credits*, found at www.edu.gov.mb.ca/k12/policy/gradreq/alt_credits.html.

The Dual Credit Pilot Project conducted in 2015/2016 provided departmental personnel with feedback to update the *Guidelines for Implementing Post-Secondary and Senior Years Dual Credits* as well as the *Dual Credits – College and University Registration Form*.

To reflect the partnerships in place, the updated *Post-Secondary Course Registration Form for Dual Credit* requires signatures from both the school division and the authorized post-secondary institution representative (see attachment). Once complete, the Registration Form is sent to Manitoba Education and Training. A letter will be sent from the department to the school division or ALC and post-secondary institution to confirm the post-secondary courses which have been registered for dual credit and to provide the necessary course codes.

Another document, which is currently under development, will provide guidance and information to school divisions and ALCs as they pursue post-secondary opportunities for secondary students.

For schools that have any questions, please contact Barbara Riou at 204-945-1400 or toll-free at 1-800-282-8069, extension 1400, or by email at barbara.riou@gov.mb.ca.

For ALCs that have any questions, please contact Heather Kilbrai at 204-945-4784 or toll-free at 1-800-282-8069, extension 4784, or by email at heather.kilbrai@gov.mb.ca.

Thank you for your participation in this important strategy.

Sincerely,

Original signed by

Dr. Rob Santos
Senior Assistant Deputy Minister
Healthy Child Manitoba Office and
K-12 Education Division

Original signed by

Jan Forster
Assistant Deputy Minister
Post-Secondary Education and Workforce
Development

Original signed by

Jean-Vianney Auclair
Assistant Deputy Minister
Bureau de l'éducation française

Attachments

- c. Principals of Independent Schools
 - Josh Watt, Executive Director, Manitoba School Boards Association
 - Bobbi Taillefer, General Secretary, Manitoba Teachers' Society
 - Ken Klassen, Executive Director, Manitoba Association of School Superintendents
 - Lorne Keeper, Executive Director, Manitoba First Nations Education Resource Centre
 - Post-Secondary Education Dual Credit Representatives
 - Barbara Riou, Consultant, Instruction, Curriculum and Assessment Branch
 - Heather Kilbrai, Consultant, Adult Learning and Literacy Branch
 - Monika Idzikowski, Director of Programs/Registrar, Adult Learning and Literacy Branch