

School District #62 (Sooke)

CHALLENGE & EQUIVALENCY	No.: C-211
	Effective: Mar. 11/97 Revised: Mar. 14/11; Apr. 30/24 Reviewed: Mar. 5/24; Mar. 12/24; Apr. 30/24

ADMINISTRATIVE REGULATIONS

Student Eligibility

Students in any grade are eligible to apply for challenge, or equivalency, external or post-secondary credit in Grade 10, 11 or 12 courses free of charge.

Only students who have not completed a course through previous enrollment should be eligible for challenge. Challenge is not intended as a way for students to improve their course marks. In most cases, a student should be permitted only one opportunity to challenge a specific course.

Course Eligibility

Challenge or equivalency is available for Grade 10, 11 and 12 BC Ministry developed courses or [BAA-Authority Authorized Courses](#) offered within the district. Students may challenge another district’s Board Approved Courses only if the Board has approved the course in this district. There is no limit to the number of credits that may be awarded through challenge.

Procedures for Challenge (Undocumented Demonstrated Prior Learning)

School Principals/Vice-Principals and counsellors should ensure equity of access and opportunities for all students towards a challenge. Facilitation and adjudication of challenge will be school based. Schools must document the challenge assessment, including the ‘SD #62 Course Challenge Form’. Documentation must be made available to Ministry auditors if requested.

Students should be able to demonstrate their readiness to challenge a course based on factors such as a recommendation from a previous teacher, or from evidence that relevant learning has been acquired outside the regular classroom setting. The demonstration should not be an onerous process. School staff, in consultation with students and parents, should make the decision about readiness.

A. All criteria below must be met before a student is eligible to challenge a course:

1. The course is offered in the Sooke School District.
2. This is the first time the student has challenged this course.
3. A student/counsellor or student/PVP meeting at the school of record has taken place to identify the potential benefits and liabilities of the challenge request.
4. The student has demonstrated sufficient evidence to suggest they could successfully challenge the course.
5. The student recognizes that the full course is challenged for credit.

6. The student is prepared to demonstrate mastery of the required learning standards for the course.
7. The student is ready to challenge because of:
 - i) independent learning in a related area, or
 - ii) prior learning from another educational jurisdiction or prior experiential learning
8. Student has not completed the course to be challenged by previous enrolment.

B. Documentation of the process must be kept.

Challenge Process

1. Requests may be submitted throughout the school year.
2. A designated counsellor/advisor or appropriate staff will present a student's case on appropriateness of course challenge to the Principal/Vice-Principal.
3. Counselors and Principal/Vice-Principal will consider the following points:
 - student's background in the subject area.
 - whether the student is likely to be able to demonstrate proficiency with the course learning standards.
 - readiness for subsequent courses in the subject area.
 - factors surrounding the best educational interests of the student.
4. After completion and sign off on the 'SD #62 Course Challenge Form', the student will be referred to an assessor with appropriate knowledge and understanding of the learning standards for the course being challenged.
5. The challenge process must assess students on the Content and Curricular Competencies of courses. Examples of assessment strategies that could be used in a challenge process include such things as hands-on demonstrations, oral performances, interviews, written examinations, or presentations of a collection of work. Challenge processes should be substantive, but not onerous.
6. The assessor will decide on the success of the challenge, award a grade and percentage and forward the challenge results to the counsellor for posting and documenting in the student file.
7. The student will be notified of the decision as soon as possible.

Points to Remember

1. Students do not have to be enrolled in Grade 10, 11 or 12 to challenge a Grade 10, 11 or 12 course.
2. Only students who have not successfully completed the course through previous enrollment should be eligible for challenge.
3. If a student successfully challenges a Grade 12 course, credit for a Grade 11 course in the same subject can be granted only if the student demonstrates that he or she has achieved the learning outcomes of the Grade 11 course.

4. Students may challenge only provincially approved courses or courses approved by the Board.
5. To succeed in a challenge, a student must obtain at least 50 percent.



SD 62 Course Challenge Form

Procedures:

- ✓ Pre-challenge Prior Learning Review
- ✓ Assesses course learning standards (Big Ideas, Curricular Competencies and Content)
- ✓ Substantive, but not onerous
- ✓ Letter Grade and % must be reported
- ✓ Process must be documented and available for audit

Note – International students may not challenge the 7 courses required to be taught by a BC teacher (see International Student Graduation Credit Policy)

STUDENT NAME: _____

PEN: _____

COURSE NAME: _____ **CODE:** _____

PRE-CHALLENGE PRIOR LEARNING REVIEW (one or more of below)

- Teacher recommendation (Name: _____)
- Evidence of prior learning
- Parent/student discussion

PVP Signature _____

ASSESSMENT STRATEGIES (one or more of the below)

- Hands-on Demonstration
- Oral Performance
- Interview
- Exam
- Portfolio of Work

TEACHER NAME: _____

DATE OF CHALLENGE: _____

COMMENTS: _____

CREDITS ASSIGNED: _____

% EARNED: _____

TEACHER SIGNATURE: _____

Equivalency Guidelines

The Ministry of Education and Child Care may make determinations about equivalency that apply to all students. Such determinations will be listed in the [Handbook of Procedures for the Graduation Program](#) or online [Course Registry](#).

Procedures for Equivalency

1. For the purpose of determining equivalency, comparison of courses may be based on factors such as the following:
 - a. Comparison of learning standards.
 - b. Comparison of general subject matter.
 - c. Comparison of depth or breadth of coverage of subject matter.
 - d. Comparison of assessment methods, instruments, and standards.
2. To be deemed equivalent, sufficient content should have been covered to enable the student to be successful in further learning in the content area.
3. In order to receive credits through equivalency, students must provide the appropriate documentation as proof of successful completion of the course.
4. For reporting and transcript purposes, schools should assign a letter grade and percentage to all credits awarded through equivalency. If the student's documents show only a letter grade or level, schools may choose to assign a percentage, based on the mid-point of the matching British Columbia letter grade range. Schools may use "[Transfer Standing \(PDF\)](#)" (TS) if it is not possible to determine a letter grade and a percentage from the documentation.
5. Requests may be submitted throughout the school year.

Fee-paying International students

Fee-paying International students whose educational program was not instructed in either French or English for at least two years prior to arriving in British Columbia must earn credits through instruction from a British Columbia-certified teacher (not through Equivalency review or Challenge process) for the following courses:

- a) A Language Arts course at the Grade 11 level,
- b) English First Peoples 12 or English Studies 12,
- c) A Science course at the Grade 11 or 12 level,
- d) A Mathematics course at the Grade 11 or 12 level,
- e) A Social Studies course at the Grade 11 or 12 level, and
- f) Career-Life Education.

Fee-paying International students must earn graduation credit in Career-Life Connections under supervision of a board of education or an independent school authority.

Authority

- See Ministerial Order 302/04, the [Graduation Program Order \(PDF\)](#)
- BC Public School Policy 2018, the [Earning Credit through Equivalency, Challenge, External Credentials, Post Secondary Credit and Independent Studies Credit](#)
- International Student Graduation Credit <https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/legislation-policy/public-schools/international-student-graduation-credit>