

Highroad Academy Course Credit Policy

Highroad Academy Diploma Requirements:

The Ministry of Education basic requirement for graduation is 80 credits. Highroad Academy diplomas are issued for students who have earned a minimum of **88 Highroad Academy course based credits** unless special circumstances apply.

Required Courses:

English 10, 11 and 12

Social Studies 10 and 11

Math 10 and 11

Science 10 and 11

Bible 10, 11 and 12

PE 10

Planning 10

Graduation Transitions 12

Fine Arts and/or Applied Skills 10,11, or 12

Any courses that are a grad requirement **MUST** be taken as classroom courses at Highroad Academy.

Elective Courses:

Any courses not listed on the above list are considered elective courses. Students may take as many of these as they would like. All of these courses qualify in meeting the minimum 88 credit requirement. In addition to required courses, in order to meet Highroad Academy grad requirements, students must take a minimum of 3 Grade 12 elective courses. Students who plan to go to university must take 4 'approved' grade 12 courses. Additional grade 10, 11, 12 courses may be taken as well.

Board Authorized Courses:

Board Authorized (BAA) courses are courses unique to Highroad Academy. They are developed to reflect the mission statement and philosophy of our school. Students may have an unlimited amount of BAA courses count toward graduation as part of their elective course choices. BAA courses are noted on student schedules and report cards with a Y preceding the course code.

External Credits:

External credits are course credits that are taken outside of Highroad Academy in addition to the Highroad Academy Diploma requirements. These credits will be added to student transcripts, they cannot take the place of a required course because they are taken outside the schedule and/or through another educational or training agency.

All students enrolled at Highroad Academy may earn credits for Ministry approved external programs. There will be no limit attached to the number of credits a student may ask to be represented on their transcript. Activities such as Royal Conservatory music programs, leadership, advanced life saving and apprenticeship may be eligible for external credits. All determination of external credit will be based on the BC Course Information for Graduation Guide.

To earn credit for an approved external credential students must submit proof of their completion of the external credential to the school administration prior to the completion of the Graduation program. Students at Highroad Academy may not use external credentials to complete the 88 course credits necessary for graduation. All external credits will be listed on the graduation transcript as additional graduation credits. The courses listed below all fall under the category of external credit:

- Work Experience 12 (WEX) - Highroad Academy students will be enrolled in this beginning in grade 10.
- Secondary School Apprenticeship 11-12 (SSA) – for students working in a trade, see below.
- Theatre Production – for students taking part in the annual school play.
- Non Highroad courses: Driver's Ed, Red Cross, Royal Conservatory Music, high level sports, advanced life saving and related courses (based on the BC Course Information for Graduation Guide).
- Distance Learning (DL) courses, unless special circumstances apply

Distance Learning

There are circumstances when a student may be permitted to take a course outside of Highroad Academy through Distance Learning (DL). Students must apply to take a DL course if they Required courses however must be taken at Highroad Academy (see above) unless a student is given special permission by the high school Head Teacher.

Study Blocks

Students in grades 11 and 12 are eligible for Study Blocks. Students in grades 11 and 12 may have the equivalent of up to one academic study block with administration approval and on the condition that all 88 credits from grades 10-12 will be attained. Students must maintain full time status at HRA. Full time status is *generally* eight 4-credit courses. Students in grades 9 and 10 will not have study blocks unless they are on an IEP. Grade 12 students may be off campus during study blocks if they have parental permission on file, and are in good standing in all their courses (over 60%).

Secondary School Apprenticeship (SSA)

The Secondary School Apprenticeship program allows students to start their apprenticeship while still in high school. They earn graduation credit and log apprenticeship-training hours at the same time. Students can be signed up anytime during the school year.

You might already be eligible to sign up as a Secondary School Apprentice if you are a high school student with paid part-time employment in a trade, you may be a “hidden apprentice”. In order to sign up, connect with the high school administrator about the kind of work that qualifies, and about registering as a Secondary School Apprentice. The benefits of apprenticeship for students are as follows:

- earning 16 elective external credits towards graduation
- acquiring skills employers want
- getting a head start on your career
- 480 paid work hours towards your apprenticeship

- seamless transition from school to work
- eligible for a \$1000 bursary if requirements are met and marks in all courses stay at C+ or above

Independent Directed Studies (IDS)

The Ministry of Education allows students to initiate their own area of learning and to receive credit toward graduation. The policy also allows schools to recognize learning in a Ministry-developed or Board Authorized course that a student may not have completed. This is not a student entitlement but an enabling policy intended to encourage schools to allow students to pursue further studies of interest.

IDS credits may be awarded to students who have successfully completed independent work based on a subset of learning outcomes of Grade 10, 11 or 12 Ministry developed courses or Board Authorized courses. A student may study one or more learning outcomes in depth, or study more broadly a wide variety of learning outcomes from a single course.

IDS credits may only be used to satisfy elective requirements. The maximum value for a single IDS course is four credits, but there is no limit to the total number of IDS credits a student may earn. The number of credits a student earns for IDS will be set out in the plan developed by that student and a teacher, and approved by the student services administrator. Grade 12 IDS credits may count toward the minimum of 16 grade 12 credits required for graduation. More information can be found here:

<http://www2.gov.bc.ca/gov/content/education-training/administration/legislation-policy/public-schools/earning-credit-through-equivalency-challenge-external-credentials-post-secondary-credit-and-independent-directed-studies>

Procedure:

- Student approaches the High School Student Services Director / Administrator to discuss independent study.
- Teacher must be confident of the student's ability to work independently.
- Student and administrator or subject specific teacher will discuss development and write up an IDS plan using school template. This plan is then posted to the student's file.
- The Principal must approve all IDS courses.
- The IDS course can then be requested through the appropriate online Course Request forms.

Dual Credit:

Students are entitled to earn "dual credit" if they earn credit that leads to a post-secondary credential from a post-secondary institution which is a member of the British Columbia Transfer System or offered in French through Educacentre.

Post-secondary courses for which credit may be earned must be documented as follows:

- listed in the most recent edition of the [British Columbia Council on Admissions and Transfer Guide](#), or
- specified in individual [Career Technical Centre](#) (CTC) program agreements, or
- included in a BC public post-secondary institution's calendar as a course leading to credential of one year or less, a two-year diploma or a four year degree.

Applicable post-secondary level courses count towards the required number of Grade 12 level credits needed to satisfy graduation requirements, as elective credits.

Students in grade 11 and 12 accepted to participate in one of the Accelerated Credit Enrolment to Industry Training (ACE IT) programs receive elective credits towards graduation, post secondary credits, and Industry Training Authority (ITA) technical trades apprenticeship training at the same time.