



Category: Courses  
Policy: Course Challenge Policy 105  
Approved date: February 2019  
Revised date: April 2021

# Course Challenge Policy

## PURPOSE OF THIS POLICY

The BC Ministry of Education allows students in BC the opportunity to challenge high school courses for credit. Taken from the BC Graduation Program Policy Guide, Dec. 2018:

“With some exceptions, all students can undertake a free challenge process to assess their prior learning for any ministry-developed Graduation Program course.

Students can challenge a course if they are currently enrolled in the school district, registered as a home schooler, or enrolled in the distributed learning school where the challenge is being requested. Students may not challenge a course they have previously passed, completed, or been granted equivalency credit for.

Prior to engaging in a challenge process, schools will review any documentation of prior learning presented by the student to determine if credit can be awarded through equivalency.

The challenge process must assess students on all course learning standards of Grades 11 and 12 courses, and on the Curricular Competencies, and Content of Grade 10 courses. Examples of challenge assessment strategies include hands-on demonstrations, oral performances, interviews, written examinations, or presentations of a collection of work.

Awarding credit through challenge will be based on the same standards used for students who have taken the course through enrolment. A challenge is considered successful when a student has achieved at least a grade of C- and 50 percent.”



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## **PROCEDURE**

The following is the Course Challenge Procedure for ASCEND Online:

Students who have evidence of **undocumented prior learning** should adhere to the following procedures when applying to challenge a BC ministry authorized course or a B/AA course offered by ASCEND Online:

1. Apply to the principal, vice-principal, or Academic Advisor for approval to challenge a specific ministry authorized course or ASCEND Online Board Authority Authorized (BAA) course
2. Confirm that the course has not been completed in a previous enrollment either with ASCEND Online or another BC school or district.
3. Demonstrate readiness to challenge a specific course by:
  - Providing recommendation from a teacher
  - Providing evidence that prior learning has occurred to a reviewing teacher.

The reviewing teacher will provide in writing to the student a list of the evidence that will be required to determine if the student has met the learning outcomes for the course and at what level of competency they have been met.



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The reviewing teacher may request that the student:

- Provide a portfolio of work
- Complete a written test
- Demonstrate learning through “hands on” activities
- Deliver an oral presentation
- Is available for an interview
- Any combination of the above

The teacher will then:

1. Allow the student sufficient time to accumulate the evidence and inform the student of the date when the evidence must be presented.
2. Assess the evidence to determine whether the student has met the learning outcomes for the course.
3. Assign a letter grade and percentage based on the same standards the teacher would use when teaching the course.
4. Inform the principal, student, and parent in writing, of the results of the assessment.
5. Document the results of the pre-challenge equivalency review and place a copy of the review in the student’s file. Successful course challenges will be noted on the student’s report card and transferred to the Ministry of Education Transcript of Courses and Marks.



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## Application for Course Challenge

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Date of Application: \_\_\_\_\_

Course Challenged: \_\_\_\_\_

Student Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Student PEN Number: \_\_\_\_\_ (can be obtained from the school)

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Telephone: \_\_\_\_\_

Current Grade Level: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Sex: M  F

I have talked to the following teachers/school personnel about challenging this course:

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- I have reviewed and am able to demonstrate mastery of the learning outcomes designated for the course challenge.
- I realize that a variety of assessment procedures will be used.
- I recognize that the full course must be challenged for credit.
- I confirm that I have not completed the course in a previous enrolment with this or another school.
- I understand that the results of the challenge process will be added to my student file as a part of my student record.
- I understand that acceptance of my application to challenge this course is not a guarantee of success in the challenge exam.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Vice Principal Signature

\_\_\_\_\_  
Principal Signature (verifying approval)

Email completed Application for Course Challenge to Mary Gallagher at [mgallagher@ascendonline.ca](mailto:mgallagher@ascendonline.ca).