

HIGH SCHOOL COURSE SEQUENCE TRANSFERS

Background

The Division is committed to ensuring students have opportunities to maximize their successes as learners, while at the same time supporting the most appropriate match between students and academic programs.

In this context, and consistent with Alberta Education mandates, the Division provides a variety of high school course sequences for students, as well as an opportunity to transfer across sequences when such a transfer is beneficial and advisable for the student. As a result, students are able to balance the desire to take the most rigorous course with what is manageable and realistic in terms of student ability.

Alberta Education mandates that all school jurisdictions make provisions for students to change course sequences, when necessary, to more appropriate levels of challenge. This reflects student, parent/legal guardian, provincial and Division goals to ensure students leave high school with as wide a range of post-secondary and work-related options, while at the same time, operationalizing the Division's commitment to supporting the most appropriate and diverse educational courses.

Procedures

1. The Division follows the recommendations of Alberta Education with regard to course sequence transfer points.
2. The principal, in consultation with staff, parents/legal guardians and students, is ultimately responsible for determining whether or not the transfer point is in the best interest of the student. A guide to the recommended transfer routes for each program area is outlined under the Transfer Points and Course Sequences for Senior High School section in the Alberta Education Guide to Education.
3. When a student transfers into a less challenging academic sequence, the principal may admit the student with less than a 50 percent standing. Students who successfully complete the next higher-level course in an alternate sequence will be granted credit for the prerequisite course in that alternative sequence.
4. Principals, counsellors and students may refer to the Alberta Education Guide to Education for the list of courses eligible for retroactive credits. Courses for which retroactive credits have been granted will be recorded as a "P" for Pass on the student's record and transcript.

5. Students who successfully complete the first course in a sequence and then transfer to another sequence and are waived to the highest level in that sequence, will receive credits for the middle course in the new sequence upon successful completion of the highest level course.
6. Within the Division, the following criteria will be used to determine whether or not students change program routes:
 - a. evidence of the potential for at least minimal success in the alternate course;
 - b. the student's ability and motivation; and
 - c. the high school's ability to schedule the appropriate course route for an individual student.

Reference: Education Act, SA 2012, c E-0.3
Alberta Education: Guide to Education ECS to Grade 12