

AP 341 – Credential Equivalency

Purpose

Students in Grade 11 and Grade 12 courses are entitled to apply for an equivalency review of their credentials obtained from other educational jurisdictions and institutions by providing documentation to prove they have successfully completed a course or program of learning. Equivalency credit will only be granted for credentials that match the prescribed learning outcomes for provincially and locally developed courses.

Definition

Equivalency refers to the process of receiving credit for a provincial or locally developed Grade 11 or Grade 12 course taught within a school district through recognizing valid credentials at the Grade 11 and Grade 12 levels acquired by students from other jurisdictions and from institutions outside the regular school system

1. General

- 1.1 The school principal has overall responsibility for the determination of equivalency and the implementation of equivalency procedures.
- 1.2 Students are responsible for providing evidence of successful completion of a course or program by presenting official documents, diplomas and certificates, and, when necessary, the course syllabus.
- 1.2 Equivalency credit will be available only for Grade 11 and Grade 12 courses.
- 1.4 There is no limit to the number of credits a student may be awarded through the equivalency process.
- 1.5 Equivalency may be granted for credentials that meet all of the prescribed learning outcomes of a provincial or locally developed course.
- 1.6 Partial credit may be granted for credentials that meet some of the learning outcomes of a provincial or locally developed course.

2. Student Eligibility

2.1 Only students enrolled in the school district or registered for home schooling are eligible for equivalency review.

2.2 Students may receive equivalent credit for a Grade 11 or Grade 12 course without being enrolled in Grade 11 or Grade 12.

3. Evaluation of Credentials

3.1 The school will determine whether credentials submitted by a student for equivalency review are equivalent to provincial or locally developed courses.

3.2 The school will use the guidelines for equivalency for other provincial educational jurisdictions provided in 'Secondary Education in Canada: A Student Transfer Guide.'

4. The school will use the Ministry of Education's *Handbook of Procedures for the Graduation Program*.

5. When equivalency is granted students will receive Transfer Standing or receive a Letter Grade and percentage for the course.

6. The school may base the assigned Letter Grade and percentage on the mark provided in the credential or on a separate assessment determined locally.

7. Whenever course credit is granted through an equivalency review the school will designate this through a predetermined transcript code provided by the Ministry of Education.

Effective: October 22, 1997

Amended: February 19, 2016

Reference: *A Student Transfer Guide*, CMEC

Handbook of Procedures for the Graduation Program – BC Ministry of Education