



Policy Manual – Students

S.P.09 - Prior Learning Assessment and Recognition PROCEDURES

Role of Board

1. Ensure that information (a clear statement) on the equivalency process is included in school course calendars outlining when students can challenge for credit and what opportunities for challenge are available.
2. Ensure only the forms provided in the appendices to Program/Policy Memorandum 129 and 132 are used for secondary student results.

Role of Secondary School Principal

1. Students who are eligible for equivalency credits are those who transfer to Ontario secondary schools from non-inspected private schools or schools outside Ontario. Equivalency credits are granted for placement only. The principal of the receiving school will, in the process of deciding where the student should be placed, determine as equitably as possible the total credit equivalency of the student's previous learning, and the number of compulsory and optional credits still to be earned.
2. To ensure provincial consistency in establishing equivalency for students for placement purposes, principals will use as a guide the table (Appendix 2) entitled "Guide to Determining Diploma Requirements for Students Transferring into Ontario Secondary" in Ontario Schools, Kindergarten to Grade 12: Policy and Program Requirements, 2011 to determine the number of credits, including compulsory credits, that the student must earn, as well as other diploma requirements that the student must satisfy, in order to qualify for the secondary school diploma.
3. In cases where a student who is an adult or the parent of a student who is not an adult disagrees with the principal's placement decision for students transferring to an Ontario secondary school from a non-inspected private school or a school outside Ontario, the adult student or the parent may ask the appropriate supervisory officer to review the matter.

Record Keeping

1. Principals will ensure that equivalency is recorded with The Ontario Student Transcript (OST): Manual, 2010.