

# BCA SPECIAL PROJECT CREDIT POLICY

## POLICY

To meet the credit requirements for graduation, Saskatchewan Education will recognize up to three Special Project Credits per student for out-of-school initiatives, based on work proposed and completed by an individual student. The Special Project Credit(s) shall be named Special Project 10, Special Project 20, or Special Project 30 and may be used to fulfill elective requirements for graduation. Students must complete the credit(s) during grades 10-12 but may claim them at any grade level.

Granting of credit for approved out-of-school initiatives recognizes student achievement in areas outside of the regular Secondary Level program. It encourages students to become involved in the selection, planning, and organization of their own programs.

While students may use programs currently in place (E.g. Cadet Training) to develop their personal learning proposal, it is recommended that the proposal be developed by the student to meet their own needs and interests.

## Notes:

- The project proposal must be in place and approved prior to the student beginning the project.
- Each project shall be carried out under the supervision of a teacher.
- The content of the Special Project need not be related to a specific school subject. If a Special Project is related to a specific school subject, the content of the project shall be distinct from and in addition to regular course requirements.
- Students can earn up to 3 special project credits in their high school career, one at each of the 10, 20 and 30 levels. These credits can be used towards meeting the 24-credit requirement at the Secondary Level.
- School divisions and institutions offering the option of a Special Project shall develop a policy for the administration of Special Projects, which includes project development, evaluation, and reporting procedures.
- When a project takes a student off campus, the provisions of the "Career and Work Exploration" course for coordinating and monitoring shall apply, as appropriate.
- Student activities that would be considered a normal part of extracurricular or cocurricular activities generally offered by a school may not be given Special Project Credit recognition (E.g. school team sports, school newspaper, yearbook, student representative positions).
- Students will continue to be eligible for up to three credits, based on the current criteria, for completion of external music programs such as the Royal Conservatory of Music or Western Board of Music. To receive such recognition, students are required to submit their

documentation directly to the Registrar's Office of the department (this change in procedure became effective September 1, 1997). The first external music credit will be applied to the Special Project Credit option.

## IMPLEMENTATION

- School divisions offering the option of a Special Project credit shall develop a policy for the administration of Special Projects and shall submit the policy to the Regional Director.
- Students are required to submit a clearly planned proposal to the principal for approval. The proposal shall include:
  - I. a description or outline of the project
  - II. the number of hours of work expected to complete the project (minimum 100 hours)
  - III. a method by which the project will be carried out
  - IV. a description of the expected result of the evaluation procedures jointly developed by the student and supervising teacher
  - V. the expected completion date
  - VI. the name of the supervising teacher.
- Students who successfully complete projects will be granted one credit for a minimum of 100 hours of work on the approval of the principal. The registration and "Standing Granted" status shall be submitted to Saskatchewan Education.
- The school division shall retain a copy of each Special Project proposal on file for a minimum of two years.