



AP 221 – COURSE CHALLENGE

Background

Some students are able to demonstrate a high level of achievement of the learning objectives of a particular course without spending the required hours enrolled in the course. The Ministry of Education allows students to challenge a maximum of two provincially-developed courses at the 10 or 20 level for credit and to demonstrate the course requirements through a rigorous and comprehensive challenge process in order to move on to further learning.

Procedures

1. In keeping with the Ministry of Education guidelines, the following restrictions apply:
 - 1.1. To challenge a course, the student must be enrolled in the division.
 - 1.2. Students registered in home-based education with the division may challenge a course only if they are using the 24 credit option for graduation. All home-based education requests shall follow current Ministry of Education procedures.
 - 1.3. Only provincially developed courses at the 10 and 20 levels may be challenged.
 - 1.4. Each student may challenge a maximum of two courses.
 - 1.5. Schools can determine appropriate times when courses may be challenged.
2. General Requirements
 - 2.1. To challenge a course, the student must make a formal request to the principal and then submit the completed Intent to Challenge Course Form to the school that provides evidence demonstrating readiness to challenge the course. Evidence may include, but is not limited to:
 - high achievement in prerequisite or related courses;
 - samples of work from a portfolio or collection of evidence;
 - recommendations from previous teachers;
 - documentation of employment, extracurricular, cultural, athletic, community, or other relevant experiences;
 - evidence of exceptional ability, achievement, or prior learning related to the course outcomes; and
 - other documentation supporting the student's readiness to demonstrate exemplary achievement of the course outcomes.
 - 2.2. The Assessment Strategies for Course Challenge section of the Intent to Challenge Course Form shall be developed by the eligible teacher based upon course requirements and shall use a variety of current classroom assessment techniques. It shall not be based solely upon the results of a single examination. The course outcomes and assessment strategies shall accompany the Intent to Challenge Course Form.
 - 2.3. A teacher must have taught the course in at least two separate semesters or quarters in order to be eligible to administer the course challenge process. Where no qualified teacher is available within the school, the division may designate a qualified teacher from another school to administer the challenge process.



- 2.4. Following submission of the Intent to Challenge Course Form, a review team consisting of at least two individuals, including the principal and the teacher administering the challenge, shall determine whether the student will be permitted to proceed with the challenge. The review team shall consider:
 - the student's evidence of readiness;
 - the likelihood that the student can successfully achieve an exemplary level of performance in the challenge process; and
 - the student's capacity to successfully undertake learning at the next course level.
- 2.5. Students and parents/guardians shall be informed in writing of the approval or refusal of the Intent to Challenge Course request and should be documented.
- 2.6. Where a request is approved, the student shall be provided with the challenge requirements, assessment strategies and a timeline for completion.
- 2.7. Students must attain a minimum of 80% through the course challenge process in order to be granted credit. The percentage mark attained will be recorded on the student's transcript.
- 2.8. Students who are not successful in the course challenge process shall not be permitted to challenge the same course a second time. In order to receive a credit for the course, these students will be required to register in and successfully complete the course.
- 2.9. Only courses offered within the division within a current school year may be challenged.
- 2.10. Upon completion of the course challenge, the school shall forward a copy of AP 221 Course Challenge, the Intent to Challenge Course Form and the Secondary Level Mark Correction form to the Ministry of Education – Student Records.

Reference: Course Challenge Process: Policy and Procedure (2025 to 2029)

Date Last Revised: September 2026