



# Administrative Procedure Special Project Credits

*Policy 601 – Appendix A*

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## Background

According to the Ministry of Education's [Core Curriculum: Principles, Time Allocation and Credits Policy](#), Prairie Spirit School Division schools recognize up to three Special Project Credits per student for out-of-school initiatives, on the basis of work proposed and completed by an individual student.

## Procedures: Based on the Special Project Credits Policy from the Ministry of Education

1. A Special Project Credit may be earned through work proposed and completed by an individual student.
2. General Requirements:
  - The credits may be used as electives to meet the 24 credit requirement. The course designation (10, 20, 30) shall be determined by the student's matriculation needs.
  - Past completion of work shall not qualify for a Special Project Credit.
  - The credits must be completed during grades 10-12.
3. Application and Monitoring:
  - Students shall submit a Special Project credit proposal by completing the application package provided by the school.
  - The Special Project credit proposal shall be approved prior to the student beginning the project. The Special Project credit proposal will be approved by the supervising teacher and the principal, and shall be carried out under the supervision of the teacher.
  - 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
  - A copy of the documentation related to each Special Project Credit will remain on file at the school for a minimum of 2 years.
  - The Coordinator of Schools and Learning responsible for High School credits shall monitor annually the number and type of Special Projects Credits applied for and awarded in each academic year.