



# Special Project Credits

## Appendix A

### AP-601 Instructional Program

**Background:** In accordance with the Ministry of Education's Registrar's Handbook, Prairie Spirit schools recognize up to three (3) Special Project Credits per student for out-of-school initiatives, on the basis of work proposed and completed by an individual student.

**Procedure:**

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
  - a) 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.
  - b) The credits must be completed during grades 10-12.
- 3) Application and Monitoring
  - a) Students shall submit a Special Project credit proposal by completing the application package provided by the school.
  - b) 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.
  - c) The proposal shall be forwarded to the Director Designate responsible for high school credits for final approval prior to the student beginning the project.
  - d) 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.
  - e) A copy of the documentation related to each Special Project Credit will remain on file at the school for a minimum of five (5) years.
  - f) 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.

**References:**

[Registrar's Handbook for School Administrators](#)  
[Special Project Credit Policy, 2021](#)