

DISTANCE LEARNING

Background

While schools have the responsibility to provide instructional programs that ensure students will have an opportunity to meet the provincial graduation requirements and be prepared for entry into the workplace or post-secondary studies, the Division recognizes that situations may arise where students may not be able to take desired courses from the school. The Division, therefore, supports the registration of students in distance learning when circumstances and available funding dictate such action. Distance Learning constitutes courses purchased from other Saskatchewan School Divisions.

Procedures

1. Approval of registration in distance learning shall be given by the Director or Designate only when the specific course is not offered by the school, or where a timetable conflict or other extenuating circumstances prevent the student from completing his/her program of studies.
2. Priority will be given to students who required Compulsory Credits required for Graduation and do not have access to the courses due to timetabling conflicts or other extenuating circumstances.
3. Elective Courses which are required to meet Graduation Requirements will be considered in GSSD Schools having < 100 students in grades 10 – 12. Elective courses will be fully funded only in the case where extenuating circumstances exist and when available Distributed Learning Courses do not meet the requirements for Graduation.
4. Elective Courses needed for changes in student Post-Secondary plans will be given funding consideration by the Director or Designate on a case by case basis. These cases may be fully funded, partially funded or may not qualify for funding based on the situation, size of school, and other circumstances relating to the request.
5. Upon a decision by the Director or Designate to not fund or partially fund a request for a Distance Learning course, the Principal shall determine whether the school will assume any portion of the remaining costs associated with the request.
6. Courses which are partially funded must have the student portion of the cost submitted to GSSD within 7 calendar days of approval and prior to enrollment in the course.
7. The principal will arrange for the support, monitoring and guidance at the school for those students enrolled in distance learning courses.
8. Only those applications submitted prior to enrollment in and having Director or Designate approval for Distance Learning courses to be taken, shall be considered for funding.

9. A course fee of \$100 will be charged for each fully funded course at the time of registration for each course. The course fee of \$100 will be refundable provided the student successfully achieves a passing mark.
10. Where circumstances dictate that a student take distance learning, reasonable instructional assistance and access to learning resources will be provided.
11. Upon completion of the course, the Principal will notify the Director or Designate with an updated transcript identifying the resulting grade obtained in the course. Reimbursement of the \$100 bond will be processed up to 12 weeks after the course completion and upon the receipt of the transcript.

Reference: Section 85, 87, 109, 176, Education Act

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