

## Knowledge and Employability Course Intent and Enrollment Criteria

Alberta school authorities are to ensure that students are enrolled in courses that are appropriate to their highest level of academic success. Enrollment in the Certificate of High School Achievement should only be considered after full consultation with the student’s parents or guardians. If there is no agreement by parents for their child to participate in Knowledge and Employability courses, all efforts will be made to ensure that the student is on the path to achieve the Alberta High School Diploma.

While enrolled in Knowledge and Employability courses, every effort should be made to successfully transition students from Knowledge and Employability courses to other high school courses that support the attainment of an Alberta High School Diploma. In addition, students may have access to other courses to successfully transition into continuing education and other training opportunities (e.g., appropriate college courses and/or apprenticeship programs).

The chart below represents potential enrollment criteria for students who may benefit from Knowledge and Employability courses.

| <b>Knowledge and Employability courses are designed for students who</b>  | <b>Enrollment criteria is based on</b>   |
|---|--|
| <ul style="list-style-type: none"> <li>• Have expressed goals that include succeeding in school to become better prepared for the workplace.</li> <li>• Achieve success through experiential learning activities that               <ul style="list-style-type: none"> <li>- Require focus on reading, writing, numeracy, and employability skills in occupational contexts.</li> <li>- Provide practical applications and connections to the home, community and workplace.</li> </ul> </li> <li>• Have demonstrated and/or expressed a desire to enter the workplace after completing a Certificate of High School Achievement rather than receiving an Alberta High School Diploma.</li> </ul> | <ul style="list-style-type: none"> <li>• The highest level of academic success in a variety of recorded and documented classroom assessments.</li> <li>• Consultation with the student, the student’s parents/guardians, the teachers, counsellors, and other staff to               <ul style="list-style-type: none"> <li>- Discuss the philosophy, purpose, goals, and nature of the courses.</li> <li>- Discuss attainable transitions to secondary, post-secondary, and workplace opportunities.</li> <li>- Create a plan that clearly states the student’s goals and maps and tracks courses needed to attain those goals.</li> <li>- Obtain annual written consent of the student and, if the student is under the age of 16 years, consent from the parent or guardian.</li> </ul> </li> <li>• The student is a minimum age of 12 years 6 months upon enrollment.</li> </ul> |



## High School Completion

| <b>CERTIFICATE OF HIGH SCHOOL ACHIEVEMENT REQUIREMENTS (ENGLISH)</b>  |
|---|
| <p>The requirements indicated in this chart are the <u>minimum</u> requirements for a student to attain a Certificate of High School Achievement. The requirements for entry into post-secondary institutions and workplaces may require additional and/or specific courses.</p>  |
| <p><b>80 CREDITS<br/>including the following:</b></p>   |
| ENGLISH LANGUAGE ARTS 20-2 OR 30-4  |
| MATHEMATICS 10-3 OR 20-4  |
| SCIENCE 14 OR 20-4  |
| SOCIAL STUDIES 10-2 OR 20-4   |
| PHYSICAL EDUCATION 10 (3 CREDITS)   |
| CAREER AND LIFE MANAGEMENT (3 CREDITS)  |
| <p>5 CREDITS IN<br/>30-level Knowledge and Employability occupational course, or<br/>30-level Career and Technology Studies (CTS), or<br/>30-level locally developed course with an occupational focus</p> <p style="text-align: center;">AND</p> <p>5 CREDITS IN<br/>30-level Knowledge and Employability Workplace Practicum course, or<br/>30-level Work Experience course, or<br/>30-level Green Certificate course, or<br/>Special Projects 30</p> |
| OR  |
| <p>5 CREDITS IN<br/>30-level Registered Apprenticeship Program (RAP) course</p>   |

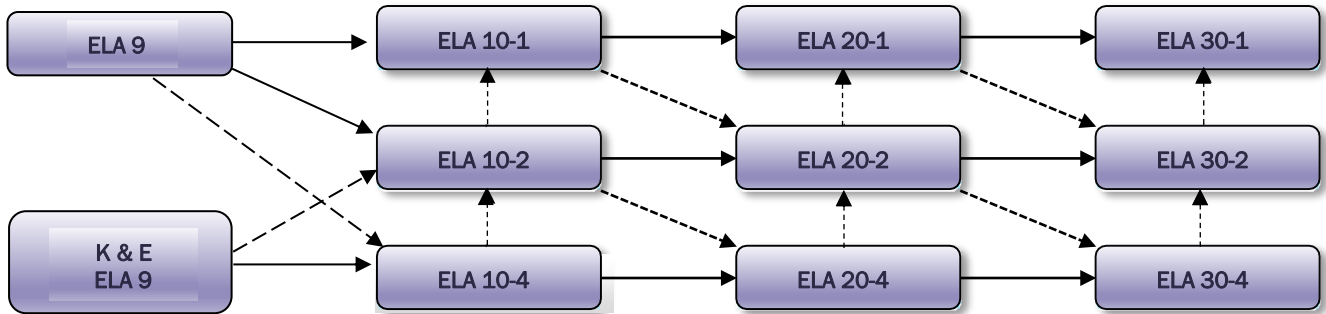


| <b>ALBERTA HIGH SCHOOL DIPLOMA: GRADUATION REQUIREMENTS (ENGLISH)</b>   |
|---|
| The requirements indicated in this chart are the <u>minimum</u> requirements for a student to attain an Alberta High School Diploma. The requirements for entry into post-secondary institutions and workplaces may require additional and/or specific courses.   |
| <b>100 CREDITS<br/>including the following:</b>   |
| ENGLISH LANGUAGE ARTS – 30 LEVEL<br>(English Language Arts 30-1 or 30-2)  |
| SOCIAL STUDIES – 30 LEVEL<br>(Social Studies 30-1 or 30-2)  |
| MATHEMATICS – 20 LEVEL<br>(Mathematics 20-1, Mathematics 20-2, or Mathematics 20-3)   |
| SCIENCE – 20 LEVEL<br>(Science 20, Science 24, Biology 20, Chemistry 20, or Physics 20)   |
| PHYSICAL EDUCATION 10 (3 CREDITS)   |
| CAREER AND LIFE MANAGEMENT (3 CREDITS)  |
| 10 CREDITS IN ANY COMBINATION FROM:<br>Career and Technology Studies (CTS)<br>Fine Arts<br>Second Languages<br>Physical Education 20 and/or 30<br>Knowledge and Employability courses<br>Registered Apprenticeship Program courses<br>Locally developed/acquired and authorized courses in CTS, fine arts, second languages, or Knowledge and Employability occupational courses              |
| 10 CREDITS IN ANY 30-LEVEL COURSE<br>( <u>IN ADDITION TO A 30-LEVEL ENGLISH LANGUAGE ARTS</u><br>AND A 30-LEVEL SOCIAL STUDIES COURSE AS SPECIFIED ABOVE)   |
| These courses may include:<br>30-level locally developed/acquired and authorized courses<br>Advanced level (3000 series) in Career and Technology Studies courses<br>30-level Work Experience courses<br>30-level Knowledge and Employability courses<br>30-level Registered Apprenticeship Program (RAP) courses<br>30-level Green Certificate specialization courses<br>Special Projects 30 |



## Senior High Course Transitions

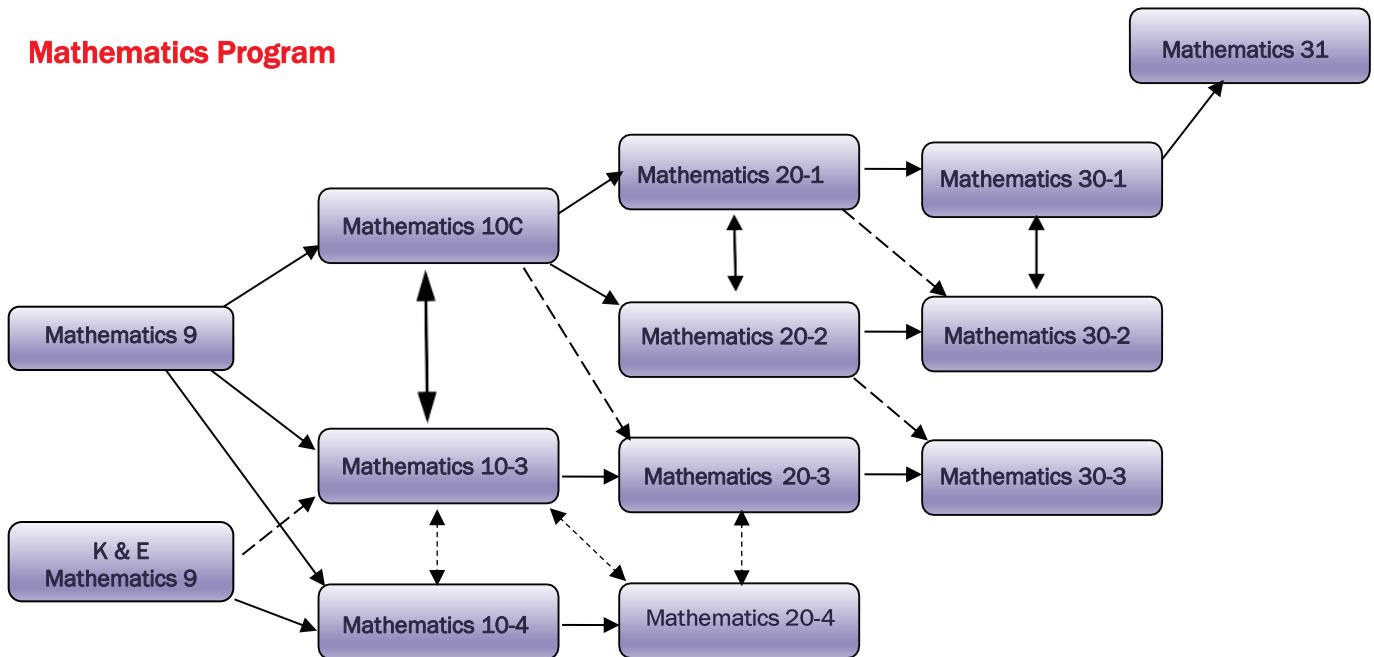
### English Language Arts (ELA) Program



(Each course is 5 credits.)

—————> Typical Progression  
 - - - - -> Possible Progression

### Mathematics Program

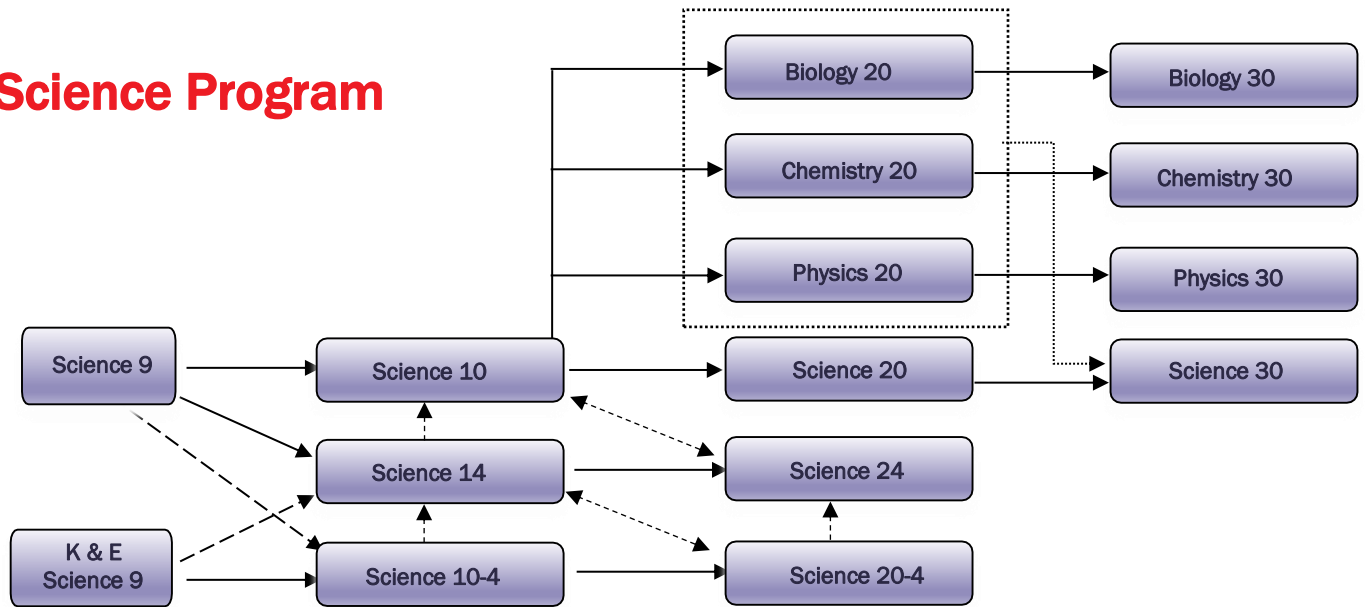


(Each course is 5 credits.)

—————> Typical Progression  
 - - - - -> Possible Progression



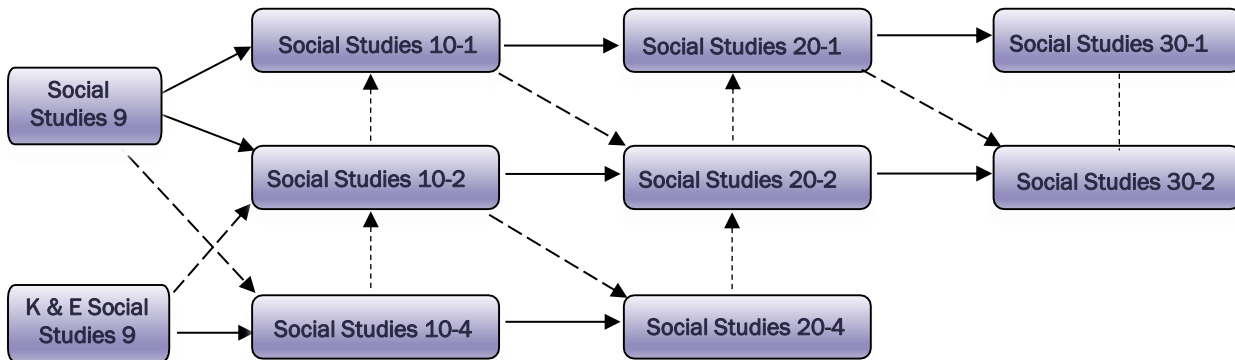
## Science Program



(Each course is 5 credits.)

—————> Typical Progression  
 - - - - -> Possible Progression

## Social Studies Program

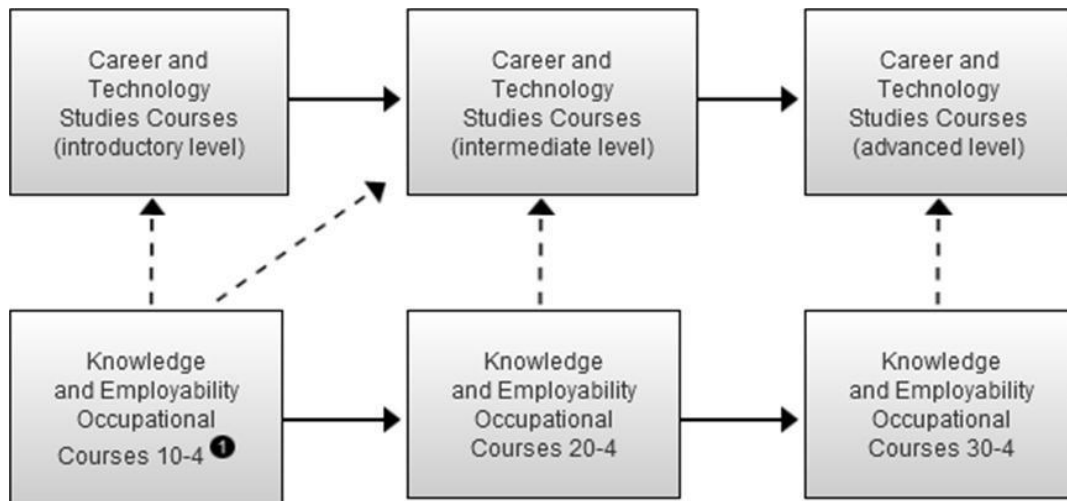


(Each course is 5 credits.)

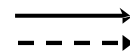
—————> Typical Progression  
 - - - - -> Possible Progression



## Knowledge and Employability Occupational Courses and Career and Technology Studies Courses



1 credit for all Career and Technology Studies courses  
5 credits for all Knowledge and Employability courses



Typical Progression  
Possible Progression

## Transitioning Students to Other Courses

When selecting Knowledge and Employability courses, it is critical that teachers, students, and parents/guardians are well aware of the flexibility and transition points between Knowledge and Employability courses and to other course streams. Strong course articulation ensures that students have every opportunity to acquire a Certificate of High School Achievement or to transition to other courses to achieve an Alberta High School Diploma.

Transitions from Knowledge and Employability courses will be made through consultation with the student, parents/guardians, teachers, and others as appropriate and on an individual student and course-by-course basis. The following are factors that may be considered when transitioning a student out of the K&E course(s):

- Consistently demonstrating a proficient understanding of the learner outcomes.
- Demonstrating independence and dedication to completing schoolwork.
- Attending class on a regular basis.
- A strong desire and commitment to achieving a high school diploma.

## Knowledge and Employability Courses Registration and Informed Consent

| Student Information   |   |
|---|---|
| Student Name:   | Grade:  |
| Date of Birth:  | Referred by:  |
| Resident School:  |   |
| Guidelines for Placement of Students in K & E Courses   |   |
| <p>Student:</p> <ul style="list-style-type: none"> <li>Is 12 years, 6 months of age and older.</li> <li>Has a history of low academic achievement; e.g., has a grade level achievement 2-3 years or more below his/ her peers in core subjects as evidenced in such records as standardized testing, classroom assessment, analysis of student work, rating scales, checklists, earlier IPP's and/or achievement test results in grades 6 and 9.</li> </ul>   |   |
| Course Selection  |   |
| <p>Knowledge and Employability Course Selection:</p> <p> <input type="checkbox"/> English Language Arts 8                <input type="checkbox"/> Mathematics 8                <input type="checkbox"/> Science 8                <input type="checkbox"/> Social Studies 8<br/> <input type="checkbox"/> English Language Arts 9                <input type="checkbox"/> Mathematics 9                <input type="checkbox"/> Science 9                <input type="checkbox"/> Social Studies 9<br/> <input type="checkbox"/> English Language Arts 10-4                <input type="checkbox"/> Mathematics 10-4                <input type="checkbox"/> Science 10-4                <input type="checkbox"/> Social Studies 10-4<br/> <input type="checkbox"/> English Language Arts 20-4                <input type="checkbox"/> Mathematics 20-4                <input type="checkbox"/> Science 20-4                <input type="checkbox"/> Social Studies 20-4<br/> <input type="checkbox"/> English Language Arts 30-4         </p> |   |
| Consent   |   |
| <input type="checkbox"/> I have met with the school team and give permission to enroll my child in the above indicated K&E course(s) for the _____ school year.   |   |
| Date:   | Location:   |
| _____<br>Parent/Guardian or Independent Student<br>Name (Please Print)  | _____<br>Parent/Guardian or Independent Student Signature |

