



St. Albert
PUBLIC SCHOOLS

**Greater St. Albert
Catholic Schools**



DUAL CREDIT HANDBOOK

St. Albert Public Schools

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General Information

As part of our commitment to our students and their futures, our school divisions endeavours to offer programming that provides dual credit opportunities to our community's high school students. Through Dual Credit experiences, students will earn college/university credits from a post-secondary institution and high school credits from their school by completing this coursework. These programs are offered in partnership with St. Albert Public Schools and Greater St. Albert Catholic Schools, Norquest College, Portage College and Alberta Education. More partnerships and experiences are being explored to ensure diversity in experiences for our students.

Benefits

Dual Credit helps students:

- Earn credits in high school and post-secondary institutions at the same time, as well as earn credits that may lead to preferred placement and workplace certification. Students who successfully complete a Dual Credit course will earn 5 30-level CTS credits for each course they successfully complete, as well as course credits issued at the post-secondary level with an accompanying post-secondary transcript.
- Get a jump start on their post-secondary education while still in high school.
- Potentially complete post-secondary with less financial debt. Through the Dual Credit Framework, high school students do not pay post-secondary tuition fees (through some textbook or registration fees may apply).
- Gain confidence to succeed academically in a post-secondary environment.
- Use the latest education technologies that will prepare them for the technological workforce.
- Learn what college and university instructors expect, while still in their familiar high school surrounding.
- Engage while undertaking minimal financial investment. Each course comes with a minimal fiscal investment compared to that of a normal post-secondary course. The cost depends on the course, but for example, students can expect a fee of no more than \$100 (often only \$50). Normally, courses of this nature, if taken in university or college, would cost upwards of \$1,200 with tuition, fees and books.

Costs

The school division will pay all post-secondary school tuition fees for students enrolled in Dual Credit courses. Where required, students will be responsible for purchasing textbooks and required materials. A minimal registration fee will be charged for all courses. These costs are indicated in the course descriptions. Information about purchasing the required materials will be provided to students once they have been accepted into the course.

Commitment and Expectations

Dual Credit offerings are delivered over and above a student's typical daily course load and can, at times, feel quite demanding.

Students are expected to not book work or extra-curricular activities that conflict with course delivery times.

Students should do their best to manage their academic demands, including these courses as part of that consideration.

Application Steps

STEP 1

Determine if Dual Credit is for you: Conversations between student, parent and the High School Dual Credit coordinator are an important first step in the success of a student in any Dual Credit program. Have a conversation with your school Dual Credit coordinator, counsellor or grade level administrator about the course or courses you are interested in.

Prior to registering, please make sure you:

1. Have the **prerequisites** for the course. Some courses have prerequisites and some do not. Please check the course descriptions for details.
2. Have a **block of time** dedicated to the course. Many deliveries are after-school hours, but making sure you have the time is essential.
3. Are **committed to completing the course**. Limited numbers of students can participate and Dual Credit requires a major commitment on behalf of the student, parent, high school and post-secondary institution.
4. Understand it is **your responsibility to pay any registration fees and/or purchase any textbook and materials** required for the courses. Textbooks can be purchased through the online college bookstores or online stores. Costs are listed in the course descriptions and purchase information will be provided to successful applicants. The school divisions pay all tuition costs.

STEP 2

Application to the Dual Credit program: For students who have posed serious consideration in Step 1 and feel confident in moving forward are encouraged to apply. Applications must be completed online. The division's Dual Credit coordinator will review your application and discuss things further with you and your parent/guardian. It is through those discussions that you will be recommended to move forward, or asked to defer.

Please note: Applications must be submitted prior to the deadlines below. **Available spots will be filled on a first-come-first-served basis.** Late applications *may only* be accepted if space is available. *Incomplete forms will not be accepted.*

Course availability will be based on enrollment (in some cases) and offering dates may change based on course and instructor availability.

Deadlines

Semester 1

Please submit your application for review no later than the **last Friday in June**.

Semester 2

Please submit your application for review no later than the **first Friday in November**.

STEP 3

Confirmation: Once your application is approved, you and your parent/guardian will receive an email with instructions to confirm your registration. This includes completing the specific application required by the post-secondary school delivering the course.

Important note: The post-secondary institution creates student accounts and communicates using student emails. Students are encouraged to use their school emails within the application forms and to check these accounts frequently for messages from the post-secondary institution and the Dual Credit coordinator.

Course Schedule

Cohort Delivery

The cohort delivery is the preferred method of Dual Credit within our division. Delivery happens as a class and is supported directly by the Dual Credit coordinator. Students attend class, typically one day per week for up to 15 weeks. Class happens after school typically 3-6 p.m. or 4-7 p.m. depending on the course. Some deliveries are a combination of online and independent learning meaning the classes would follow the same format, but only be 1 1/2 hours per week versus the typical 3 hours per week.

Cohort delivery is encouraged and preferred method because it does not conflict with the typical class schedule and can be taken over and above the normal student timetable. Additionally, being one day per week for a short time, students can often still work and participate in extracurricular activities with minimal disruption.



Schedule: September - December and/or February - May

COURSE	HIGH SCHOOL CREDIT VALUE	COURSE LEVEL	PSI COURSE REFERENCE	COURSE PREREQUISITE	PROGRAM/ PATHWAY	STUDENT COST
HUMANITIES						
Intro to Psychology	5 Credits	CTS 30 Level Credit	PSYC1040	None 20 Level English preferred but not required	Numerous Diplomas and University Transfer Programs	\$50* Reg. Fee
Intro to Sociology	5 Credits	CTS 30 Level Credit	SOCI1000	None 20 Level English preferred but not required	Numerous Diplomas and University Transfer Programs	\$50* Reg. Fee
Intro to Justice Studies	5 Credits	CTS 30 Level Credit	JUST1101	None 20 Level English preferred but not required	Sociology and/or Justice Studies University Transfer Program	\$50* Reg. Fee
Indigenous Studies	5 Credits	CTS 30 Level Credit	INST1000	None 20 Level English preferred but not required	Indigenous Studies University Transfer Program	\$50* Reg. Fee

*students may be required to purchase their own textbook

Questions about cohort delivery?

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Course Schedule

Independent Delivery

Independent delivery is exactly what it sounds like: independent. The division coordinator will assist in the application process, but the student is responsible for acquiring the textbook and ensuring they attend classes regularly. The coordinator will complete periodic check-in, but the day-to-day academic responsibility is that of the student.

Some independent deliveries happen during the school day, others during the evening. The student is solely responsible for ensuring they can attend class without conflict and should concerns arise they must approach the coordinator for assistance. The post secondary does not connect with the coordinator to advise of any academic concern.

Independent deliveries are fantastic for the motivated student and for those that have a more open schedule.



Schedule: September - December and/or February - May

COURSE	HIGH SCHOOL CREDIT VALUE	COURSE LEVEL	PSI COURSE REFERENCE	COURSE PREREQUISITE	PROGRAM/PATHWAY	STUDENT COST
HEALTHCARE						
Personal Health and Wellness	5 Credits	CTS 30 Level Credit	HEED105	60% in ELA30-1 or enrolled in ELA30-1 with 70% in ELA20-1	Advance Care Paramedic Practical Nurse Diploma Emergency Medical Responder Primary Care Paramedic	\$100-150 New Textbook Fee
HUMANITIES						
Intro to Psychology	5 Credits	CTS 30 Level Credit	PSYC104	60% in ELA30-1 or enrolled in ELA30-1 with 70% in ELA20-1	Numerous Diplomas and University Transfer Programs	~\$150 New Textbook Fee
Intro to Sociology	5 Credits	CTS 30 Level Credit	SOCI101	60% in ELA30-1 or enrolled in ELA30-1 with 70% in ELA20-1	Numerous Diplomas and University Transfer Programs	~\$140 New Textbook Fee
Intro to Calculus 1	5 Credits	CTS 30 Level Credit	Math100	60% in ELA30-1 or enrolled in ELA30-1 with 70% in ELA20-1	Numerous Diplomas and University Transfer Programs	\$100-150 New Textbook Fee

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Course Descriptions



Intro to Psychology PSYC104 or Psyc1040

Topics in this course include the history of psychological science, psychological research methods, the structure and function of the brain and nervous system, learning, sensation, perception, memory, consciousness, thought and language.

Credits	High school credits: 5 Post secondary credits: 3
Prerequisites	Norquest: None, but 20-Level English preferred Portage College: 60% in ELA30-1 or enrolled in ELA30-1 with 70% in ELA20
Schedule	September - December and/or February - May
Post-Secondary Information	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>norquest.ca</p> </div> <div style="text-align: center;">  <p>portagecollege.ca</p> </div> </div>
Program Information	<p>The Intro to Psychology course is part of the following programs at Portage College, plus a variety of offerings at Norquest:</p> <ul style="list-style-type: none"> Practical Nurse Diploma Community Social Work Diploma University Transfer Program <p>Students interested in pursuing the entire program after high school should confirm program prerequisites directly on the college websites.</p>
Transferability	<p>A Transfer Alberta search shows a transfer agreement with 11 post-secondaries including: Athabasca University, MacEwan University, University of Alberta and University of Calgary.</p> <p>Note: Course/credit transfer acceptance is always determined by the receiving institute and this information is in no way a guarantee of transferability.</p>
Course Assessments	Research assignment, quizzes, midterm and final exams. Classes are recorded if students can't make the scheduled time, but are highly recommended!
Cost	Norquest: \$50 registration fee, students may be required to purchase their own textbook Portage: ~\$150 new textbook fee, used textbooks may be found online


Intro to Sociology SOCI101 or Soci1000

This course is designed to introduce you to the discipline of sociology and current sociological trends and issues. The course provides an overview of sociological concepts, perspectives, processes and institutions in a Canadian context.

Credits	High school credits: 5 Post secondary credits: 3
Prerequisites	Norquest: None, but 20-Level English preferred Portage College: 60% in ELA30-1 or enrolled in ELA30-1 with 70% in ELA20
Schedule	September - December and/or February - May
Post-Secondary Information	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>norquest.ca</p> </div> <div style="text-align: center;">  <p>portagecollege.ca</p> </div> </div>
Program Information	<p>The Intro to Sociology course is part of the following programs at Portage College, plus a number of programs at Norquest:</p> <ul style="list-style-type: none"> Community Social Work Diploma University Transfer Program <p>Students interested in pursuing the entire program after high school should confirm program prerequisites directly on the college websites.</p>
Transferability	<p>A Transfer Alberta search shows a transfer agreement with 12 post-secondaries including: Athabasca University, MacEwan University, University of Alberta and University of Calgary.</p> <p>Note: Course/credit transfer acceptance is always determined by the receiving institute and this information is in no way a guarantee of transferability.</p>
Course Assessments	Pre-class and assigned readings, lecture and class discussions, assignments and exams.
Cost	Norquest: \$50 registration fee, students may be required to purchase their own textbook Portage: ~\$150 new textbook fee, used textbooks may be found online

Intro to Justice Studies Justice 1101


This course introduces students to the Canadian criminal justice system, its foundations and the principles that govern it. We will explore how citizens, government, the police, courts and the correctional system work together with laws to establish and maintain safe and trusting communities, which promote individual and social fulfillment.

Credits	High school credits: 5 Post secondary credits: 3
Prerequisites	None, but 20-Level English preferred
Schedule	September - December and/or February - May
Post-Secondary Information	 norquest.ca
Program Information	The Intro to Justice Studies is part of a number of University Transfer Programs. Students interested in pursuing the entire program after high school should confirm program prerequisites directly on the college websites.
Transferability	A Transfer Alberta search shows a transfer agreement with 12 post-secondaries including: Athabasca University, MacEwan University, University of Alberta and University of Calgary. Note: Course/credit transfer acceptance is always determined by the receiving institute and this information is in no way a guarantee of transferability.
Course Assessments	Pre-class and assigned readings, lecture and class discussions, assignments and exams.
Cost	\$50 registration fee, students may be required to purchase their own textbook

Indigenous Studies INST1000


This course focuses on history, identity and culture of Indigenous Peoples in Canada, with a special focus on Treaties 6, 7, and 8 in Alberta. Beginning with history and geography of Indigenous Peoples and Turtle Island (North America) and ending with the Truth & Reconciliation Commission (TRC), this course provides a big-picture overview of Indigenous Studies in Canada.

Key topics and themes include: contact and the fur trade era, colonization and settlement, the Royal Proclamation, the Indian Act, the bison hunt, identity, the TRC, missing and murdered Indigenous women, children in care and the welfare system, decolonizing Canadian law, gender and identity, status, determinants of health, impacts of residential schools, racism and stereotypes, trauma and more.

Credits	High school credits: 5 Post secondary credits: 3
Prerequisites	None, but 20-Level English preferred
Schedule	September - December and/or February - May
Post-Secondary Information	 norquest.ca
Program Information	This Indigenous Studies course is part of a rich program at Norquest and part of a number of University Transfer Programs. Students interested in pursuing the entire program after high school should confirm program prerequisites directly on the college websites.
Transferability	A Transfer Alberta search shows a transfer agreement with 12 post-secondaries including: Athabasca University, MacEwan University, University of Alberta and University of Calgary. Note: Course/credit transfer acceptance is always determined by the receiving institute and this information is in no way a guarantee of transferability.
Course Assessments	Pre-class and assigned readings, lecture and class discussions, assignments and exams.
Cost	\$50 registration fee, students may be required to purchase their own textbook


Personal Health and Wellness HEED105

This course will introduce you to the physical, social, mental, occupational, emotional, environmental and spiritual dimensions of personal health and wellness. These dimensions are described within the context of the Canadian health care system and your own individual community. Topics include primary health care, nutrition, exercise, stress management, weight management, eating disorders, common health issues and their prevention. You will be expected to integrate knowledge of the seven dimensions of health and apply this knowledge to a self-analysis of your own health and physical fitness. Finally, you will incorporate change management theory to develop, implement and evaluate a personal wellness plan. The intent of this course is to promote a healthy lifestyle. By examining determinants of health, the current healthcare system, the seven dimensions of health and applying these concepts to your own lifestyle, you will be better equipped to function as role models and act as change agents for health promotion in your community.

Credits	High school credits: 5 Post secondary credits: 3
Prerequisites	60% in ELA30-1 or enrolled in ELA30-1 with 70% in ELA20
Schedule	September - December and/or February - May
Post-Secondary Information	 portagecollege.ca
Program Information	<p>The Personal Health and Wellness course is part of the following programs at Portage College. It may also be eligible for other transfer programs at a variety of postsecondaires.</p> <ul style="list-style-type: none"> Advance Care Paramedic Practical Nurse Diploma Emergency Medical Responder Primary Care Paramedic <p>Students interested in pursuing the entire program after high school should confirm program prerequisites directly on the college websites.</p>
Transferability	<p>A Transfer Alberta search shows a transfer agreement with 9 post-secondaries including: Athabasca University, MacEwan University and University of Alberta.</p> <p>Note: Course/credit transfer acceptance is always determined by the receiving institute and this information is in no way a guarantee of transferability.</p>
Course Assessments	Assignments/projects, weekly quiz and final exam.
Cost	~\$100-150 new textbook fee, used textbooks may be found online

Intro to Calculus 1 Math100

Topics in this course include introduction to the methods and applications of single variable calculus.

Credits	High school credits: 5 Post secondary credits: 3
Prerequisites	Math 30
Schedule	September - December and/or February - May
Post-Secondary Information	 portagecollege.ca
Program Information	The Math 100 course is a great course to engage in a variety of postsecondary programs, including University Transfer Programs.
Transferability	A Transfer Alberta search shows a transfer agreement with 11 post-secondaries including: Athabasca University, MacEwan University, University of Alberta and University of Calgary. Note: Course/credit transfer acceptance is always determined by the receiving institute and this information is in no way a guarantee of transferability.
Course Assessments	Research assignments, quizzes, midterm and final exams.
Cost	~\$150 new textbook fee, used textbooks may be found online