

Credit Recovery Responsibilities

Credit Recovery Application

Who is Credit Recovery for?

Struggling Students

Credit Recovery may be an option for any student who struggled throughout the year and even with other interventions in place that may still need extra time and/or support to complete outcomes in a course.

Insufficient Evidence

There may also be a scenario where the teacher does not have enough evidence from the student for whatever reason (attendance, addictions, or illness) to allow the student to move on.

Multiple Failures but Require Credits

Credit recovery may also be required for any students who may have repeated the subject multiple times without success but requires the credit to graduate. A student who has a mark ranging from 40%-46% may wish to access this opportunity to obtain a required credit. *As per the Chinook Assessment handbook, final mark reporting – 46%, 47%, 48%, 49%: marks of 46% may be recorded as such; marks of 48%, 49% are to be recorded as a mark of 50%.*

Administrator's Responsibilities

- Review and approve requests for credit recovery
- Notify parents of the credit recovery approval/denial
- Notify teacher of credit recovery and offer support for the recovery plan
- Ensure submission of updated mark to the Ministry

Teacher's Responsibilities

- Provide a list of outcomes/assignments required for recovery
- Work with the student to determine a date for timely recovery especially in the case of a pre-requisite course
- Monitor student progress and alert administration if progress is not occurring

- Assess assignments within two weeks of submission with the original scoring procedures and entered in the original gradebook
- Provide CCS administration with the updated mark for submission to the Ministry

Student's Responsibilities:

- Work with the teacher to determine a date for timely recovery
- Work independently to complete the necessary assignments within the agreed upon timeframe