

LOCALLY DEVELOPED COMPLEMENTARY COURSES

Background

The Division supports local courses that develop and cultivate the unique interests and abilities of students, foster educational improvement and excellence through innovation at the local school level, and meet the unique needs of students in a local community.

Procedures

1. The only courses that are eligible for local development are programs at the junior high school and senior high school levels.
2. All locally developed courses shall be consistent with the *Guide to Education, ECS to Grade 12*.
3. The Superintendent may approve a junior high complementary course for a three-year period, subject to the guidelines and regulations of Alberta Education.
4. The Superintendent may approve a senior high school course, following approval by Alberta Education. It must be renewed every three years.
5. All locally developed courses are subject to monitoring by Alberta Education.
6. The Division shall keep on file for all locally approved courses the information outlined in guideline no. 5 of the appropriate Alberta Education policy.
7. All locally developed courses must appear with their appropriate number of the program registration form.
8. If a school desires to use a course developed by another Board or authority, the jurisdiction, through the Learning Services Department, will obtain permission and clearance of copyright. The jurisdiction will make application to Alberta Education for approval. This request needs to be submitted by:
 - February 1 for implementation in the first semester of the following school year, and;
 - September 1 for implementation in the second semester of the same school year.
9. Schools wishing to develop a locally developed course shall forward a completed authorization and course outline of the locally developed course to the Associate Superintendent, Learning Services by:
 - January 15 for implementation in the first semester of the following school year, and;
 - June 30 of the preceding year for implementation in the second semester of the same school year.

December, 2003

Updates: July 2008, September 2008, July 2012, September 2012, April 2020

References

Education Act Sections 18, 53, 54

Policy 1.2.1 Locally Developed/Acquired and Authorized Junior and Senior High School Complementary Courses

Guide to Education: ECS to Grade 12