

Program Information – Full Credit Programs

Program Overview

Full Credit Program

Courses in this program are recommended for secondary students who wish to gain up to one credit in a subject they have not previously studied **or wish to upgrade a mark in a course that they have successfully completed**. It is the responsibility of students and their guidance counsellors to ensure that all prerequisites have been met before registering for a full credit course. Up to one credit will be granted upon successful completion of the course.

Full credit courses run Monday through Friday. Full credit courses commence Wednesday July 6, 2022, and conclude Wednesday July 29, 2022.

Summative evaluations will be held on Thursday July 28th and Friday July 29th, 2022. Attendance is **MANDATORY** on these days – no changes or exceptions can be made. Students will be dismissed at 12:00 pm on Friday July 29th, 2022. *Civics (CHV201) and Career Studies (GLC201) are separate courses and therefore require separate registrations.*

*Students registered in Civics will complete a summative evaluation on Monday July 18th, 2022, and will be dismissed at 12:00 pm on July 18th, 2022. Students registered in Careers will complete a summative evaluation on Friday July 29th, 2022, and will be dismissed at 12:00 pm on July 29th, 2022. Attendance is **MANDATORY** on these days – no changes or exceptions can be made.*

Current DDSB students enrolled in a Full credit course CANNOT take any other course in any other delivery model during the duration of the July 2022 program (i.e., Learn@Home, eLearning, Credit Recovery/Upgrading)

Course Cancellations

Durham Continuing Education reserves the right to cancel a course if there are insufficient registrations, as well as the right to determine the number of courses to be offered, and the number of sections in each course. Students will be notified ONLY of course cancellations. Full credit course cancellations will also appear on the DCE website by Friday June 24, 2022, 12:00 pm.

First Day Procedures for Secondary Summer School Students

Classes begin **Wednesday July 6, 2022, for Full Credit and Full Credit Civics Courses and Tuesday July 19, 2022, for Full Credit Careers Courses.**

- a) Classes at all summer school locations begin promptly at 8:30 am, but students should arrive 15-minutes early for the first day at 8:15 am.
- b) Class locations will be posted in the main lobby of the school.
- c) If a student's name does not appear on any class list, he/she should proceed to the summer school office.
- d) If a student wishes to make a course change, he/she must speak to the summer school principal or vice-principal and may be referred to Durham Continuing Education or their home school for further approvals for the course change.

Summative Evaluations

All students **must** complete a summative examination held on the last two days of the course. Evaluation dates are non-negotiable; please consider these dates when registering.

Full Disclosure

Students should be advised that all attempts for grade 11 or 12 secondary school courses (whether completed successfully or not) will be disclosed on a student's transcript unless the student withdraws prior to the full disclosure date. If a student has been unsuccessful in their first attempt to earn a credit and takes a credit recovery course, both attempts appear on the Ontario Student Transcript. Full disclosure dates are as follows: Full Credit courses – Tuesday July 19, 2022 (9:00 am). Students wishing to withdraw must complete the [withdraw request](#) by the deadlines listed.

No Cafeteria Service

Students are expected to be in class from 8:30 am to 2:15 pm. Short breaks will be provided at 10:30 am and 12:30 pm. The cafeteria will be closed so it is recommended that students bring refreshments from home. There will not be time to walk to stores or fast-food outlets while on the brief break. Water bottles are recommended for hydration during class time as no other food or drink is allowed in the classroom. An area will be provided in each school for food consumption.

Report Cards

Final report cards will be available by the end of August. For students enrolled in a day school, the report card will be sent to their **home school**. Students **not** enrolled in a Durham District Board school will have their report card mailed to their home addresses by the end of August. **Marks will NOT be given out over the telephone.** If students wish to obtain a final unofficial mark summary at the end of their program, students may provide their teacher a self-addressed stamped envelope, or make other arrangements with the teacher before **the end of their program**.

Mark Transmission to Colleges/Universities

Students enrolled in a Durham District School Board school during the 2021/2022 year who have applied to Ontario College or University entrance in Fall 2022, will have their marks transmitted electronically in mid-August 2022. Should the student need a proof of mark outside the scheduled transmission date, please complete the [Proof of Mark](#) request form online prior to the end of the program. *Note: Students are responsible to provide their Ontario College Application Service (OCAS)/Ontario Universities Application Centre (OUAC) number and full email address for the official letter. Letters will be prepared and emailed within two business days after the end of summer school. Durham Continuing Education is NOT responsible for letters once they have been emailed or for delays in processing at the College or University locations.*

For ALL other students who have applied to Ontario Colleges **ONLY** for Fall 2022 entry and who wish their marks transmitted electronically, please complete the [Proof of Mark](#) request online prior to the end of the program. Marks will be transmitted in mid-August 2020.

For ALL other students who have applied to Ontario Universities for Fall 2022 entry, please complete the [Proof of Mark](#) request form online prior to the end of the program. *Note: Students are responsible to provide their OCAS/OUAC number and full email address for the official letter. Letters will be prepared and emailed within two business days after the end*

of summer school. Durham Continuing Education is NOT responsible for letters once they have been emailed or for delays in processing at the College or University locations.

For ALL students who have applied to Universities or Colleges outside of Ontario for Fall 2022 entry, please complete the [Proof of Mark](#) request form online prior to the end of the program. *Note: Students are responsible to provide their OCAS/OUAC number and full email address for the official letter. Letters will be prepared and emailed within two business days after the end of summer school. Durham Continuing Education is NOT responsible for letters once they have been emailed or for delays in processing at the College or University locations.*

Durham Continuing Education DOES NOT have access to student OUAC/OCAS profiles. All proof of mark letters MUST be requested online prior to the end of the course.

Appeal of Summer School Marks

Should a student feel the necessity to appeal a summer school mark, it must be done through his/her home school guidance department. The home school guidance department will make inquiries to the principal of Durham Continuing Education who will decide and inform the school, the students, and the parents of the final decision.

Telephone Messages

Except for serious emergencies, telephone messages will not be taken on behalf of students. Please refrain from texting or calling students during instructional time.

Transportation

There is no bussing for this program.

Program Locations

Full Credit programs will be offered at three (3) locations throughout Durham Region, Pickering HS, D A Wilson SS and Maxwell Heights SS.

Pickering HS

180 Church St. North
Ajax, ON L1T 2W7

D A Wilson SS

681 Rossland Road West
Whitby, ON L1P 1Y1

Maxwell Heights SS

1100 Coldstream Drive
Oshawa, ON L1K 0N1