

## Summer School FAQs (Frequently Asked Questions)

### COURSE INFORMATION

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#### Secondary

##### *Are these courses the same as high school credit courses?*

Yes. All credit courses adhere to the Ontario Ministry of Education curriculum expectations and are delivered by certified teachers registered with the Ontario College of Teachers. Summer school courses are viewed the same as those delivered during the school year.

#### eLearning Program

##### *Can I take more than one course i.e. 1 eLearning course and 1 accelerated course in July?*

Current DDSB students can only take the equivalent of one accelerated course no matter the mode of delivery in July 2020. You cannot combine an in-class credit recovery course with an eLearning or correspondence course. Current secondary students outside of the DDSB will require home school approval.

### ELIGIBILITY TO REGISTER

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#### Secondary

##### *Is there an age limit for students attending summer school?*

There is no age limit – all ages welcome. However, most students attending summer school fall within the adolescent age group.

##### *I am on a student visa which allows me to study in Canada during the regular school year. Am I eligible for summer school? What are the fees?*

In most cases, the visa will allow you to attend summer school depending on your status, it is likely that you will need to pay the non-resident fees per course (see the registration instructions for more details).

### FEES

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#### Is there a fee?

Most programs are free for Canadian citizens, permanent residents and approved refugees. *Please see program specific pages as some programs do not require a security deposit or fees. The fees listed are general amounts.*

#### **ADDITIONAL Student Fees for Non-Residents – for students who reside out of the country and Visa students:**

**Accelerated or e-learning Course: \$1875.00** (non-refundable) per credit (**\$938.00** for CHV201 and GLC201), payable in full at time of registration.

#### *If I am taking an eLearning course, am I still required to provide a \$100.00 security deposit cheque?*

No – however, some eLearning courses require additional materials and will therefore require a security deposit at the time of registration.

**Please note our phones will go directly to message during the COVID-19 school closures**  
Durham Continuing Education 905.436.3211 or visit our web site @ [www.dce.ca](http://www.dce.ca)

### REGISTRATION

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#### ***When does registration open?***

May 1<sup>st</sup>, 2020 at noon (12:00 pm EST) for e-learning courses only

#### ***I am not a Durham District School Board student or don't go to school anymore. Why must I complete my registration in person when the Ministry of Education re-opens school? Why can't I complete my registration on-line?***

The Ministry of Education requires that we see original documents of proof of citizenship for registrants who are not students of our board. Please see our registration dates and times for more information.

#### ***My child is home schooled, am I required to produce proof of Canadian Citizenship, photo ID and letter of permission?***

Proof of citizenship/residency is required for all registrants if they are not attending a school that is part of the DDSB. If the student is home schooled, a letter of permission is not required. A note should accompany the registration to identify the student as home schooled.

#### ***I want to cancel or withdraw from my course before the start of the program – how do I do that?***

We are sorry that you cannot attend summer school. Please call our office during regular business hours at 905.436.3211 and leave a message someone will call you within the next business day. Alternately, email us at [dceinfo@ddsb.ca](mailto:dceinfo@ddsb.ca) with the student name, course/program, location and telephone contact number – please state that you wish to withdraw/cancel registration for Summer School.

#### ***Where do I go to withdraw from my course?***

eLearning students may withdraw within the eLearning course. Ask your teacher for instructions on how to do this.

#### ***Why would you cancel a course?***

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.

#### ***Will I be informed if DCE cancels my course?***

Yes, students will be notified of course cancellations by recorded telephone message and/or by email (contact information as appears on the registration account). Course cancellations will also appear on the DCE website.

#### ***Why do you wait so long to cancel courses?***

We try very hard not to cancel courses and therefore leave courses open for registration as long as possible. However, in some cases, we do not have sufficient enrolment to run the program and must cancel. Unfortunately, this may result in very few alternate choices when cancellations are done.

If your course has been cancelled, make sure you check with us to see if there are alternate methods to obtain your desired course.

#### ***I need a confirmation of registration for university/college or sponsorship agency?***

Students who are currently in a Durham District School Board School and who have applied through their school on a 101 form, your course enrolment will be transmitted in the early July electronic transfer.

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All other students who require a letter as proof of registration (prior to the start of summer school), must visit our Guidance Office at Durham Continuing Education in Oshawa. eLearning students may obtain the request form from their teacher on the first day of program.

### Registration Deadlines

#### *What is the last day I can register for courses?*

The deadline to register for July (Semester 1) eLearning courses is midnight (11:59 pm EDT) Sunday June 28, 2020. The deadline to register for August (Semester 2) eLearning courses is noon (12:00 pm EDT) Thursday July 23, 2020. *Registration will be closed after these dates.*

### INCLUSIVE EDUCATION

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#### *My child has an IEP – are there supports in summer school?*

Please provide the e-learning teacher with a copy of your child's IEP as soon as possible. You can also e-mail [michele.reid@ddsb.ca](mailto:michele.reid@ddsb.ca) the summer school coordinator to discuss accommodations.

### ABSENCES

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#### *How many days can I be absent from my secondary summer school credit course(s)?*

Students' attendance at summer school must be regular and punctual. The hours for full credit courses follow Ministry of Education guidelines. Due to the concentrated time and workload of summer school, any serious infraction of the attendance rules, may result in immediate dismissal.

Regular attendance & punctuality are essential. A parent/guardian must explain all absences for student under the age of 18 years.

#### *I have a trip planned in the middle of the eLearning course and will not have access to the internet during that time – is that okay?*

NO – students are expected to participate Monday – Friday an average of 6 hours per day for the duration of the program. **The program cannot accommodate extended absences.** Failure to communicate with the teacher three days in a row may be removed from the course.

#### *Is it okay to miss the first and or last day of the eLearning course?*

On-site attendance on the first day of the eLearning program is OPTIONAL (*pending the Ministry of Education re-opening schools by July 1, 2020*). This is only recommended for individuals who are having difficulties with login or navigation within the eLearning course. Students are required to login on the first and subsequent days.

The final exam day is MANDATORY and cannot be altered. If you cannot be available on the final day, unfortunately, you will not be able to participate in eLearning this summer. Teachers reserve the right to alter the schedule for the final summative – this information will be made available on the first day of program.

### EXAMS

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#### *Can I write the exam on another day?*

Unfortunately, due to the shortened timeframe for summer school, we cannot alter the schedule. All students must write a final examination or complete a culminating activity held on the last two days of the course. **Exam dates are non-negotiable**; please consider these dates when registering.

### GUIDANCE

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#### *I no longer attend secondary school and I would like help choosing courses for summer school –who can help me?*

You may obtain help by contacting a DCE counsellor. E-mail [tmichelle.whyte@ddsb.ca](mailto:tmichelle.whyte@ddsb.ca) with your questions she will return your inquiry.

#### *Do I have to do the prerequisite course or can I jump right into the grade 12 college/university credit that I need for college/university entrance.*

School-age, non-graduate students MUST have prerequisite courses to be eligible for grade 12 programs. Adult students and graduates are strongly recommended to have the prerequisite, but it is not mandatory.

### MARKS/MARK REPORTING/WITHDRAW FROM PROGRAM

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#### *How do I withdraw from this program?*

eLearning students will be able to complete the withdraw process in the eLearning environment. Please consult with the eLearning teacher on how to do this.

#### *What is full-disclosure?*

Any student who remains in a grade 11/12 course after the full-disclosure date, will have the course recorded in their Ontario Student Transcript, even if they do not complete the course or are unsuccessful.

#### *How can I get the mark for my child when they finish this course?*

Report cards will follow in late August/early September to the home school for DDSB/DCDSB/KPRDSB/PVNCDSB students, or to the address provided for all others. **Marks cannot be obtained through Durham Continuing Education office in August.**

#### *I will need my marks sent to a College or University when I finish the course. How can I do this?*

Please check with your eLearning teacher. They will have a process in place to facilitate expedited mark reporting to colleges/universities. There is no fee charged for letters produced beyond the normal reporting processes.

#### *How do I get the course on my transcript when I am finished?*

For students who are currently attending a Durham District School Board school, the course will automatically be added to your transcript. For students who attend schools in the DCDSB, KPRDSB or PVNCDSB, reports will be sent to your home school in August/early September and the school should add your course to your transcript (check with your school in Sept). Recent DDSB students (within the last 5 years) will also have the course added to their transcript automatically.

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## Summer Programs 2020

For all other students, report cards will be mailed to the address on file at the end of August/early September. It is suggested that you take a copy to your last secondary school and have it added to your transcript and Ontario Student Record. In the event the school cannot add the course to your Ontario Student Transcript, you will always be able to access a transcript for this course from Durham Continuing Education.

For students participating in eLearning course through the Ontario eLearning Consortium, reports will be mailed to your home school and the address on file in PRISM at the end of August/early September. Please make sure you take the report card to your school to ensure they have a copy on file. Please allow 3 to 4 weeks for processing.

For eLearning students whose home school board is part of the Ontario eLearning Consortium, school guidance counsellors will be able to view the students' final mark within the PRISM student information system upon completion of the course and prior to the formal reporting.