SCWI Phase 10 Pilot Projects
2006- 2007
Directions to guidance counsellors for the reporting of achievement
in dual credit courses

As you will note in the "Interim Guidelines for the Recording of Dual Credits in 2006-07", **three types of dual credit delivery models** will be recognized this school year.

Model A
This model involves secondary courses delivered by secondary school teachers. Existing Ontario curriculum course codes and course titles will be used to record student achievement.

Model B
This model involves a secondary school teacher delivering, through team-teaching, an Ontario curriculum course or courses. Existing Ontario curriculum course codes and course titles will be used to record student achievement.

Model C
This model involves instruction delivered solely by a college professor or instructor. New temporary Ministry course codes, Ministry course titles and course credit values (as indicated on the **Temporary Dual Credit Course Codes** list) will be used to record student achievement.

Note that for 2006-2007, **students may earn a maximum of 4 optional credits through a combination of Model C dual credits and credits for external (music) credentials** (as outlined in PPM 133).

Any "placeholder" codes that may have been entered into student timetables for Model C dual credit courses must be replaced with the appropriate Ministry-approved temporary course codes from the Temporary Dual Credit Course Codes list.

Provided that new course codes are entered into student timetables prior to the end of the semester, it will be possible to enter students' grades in time for them to appear on their semester one and semester two final report cards.

Depending on the student scheduling software that is being used, before these new codes can be added to student timetables, it may first be necessary to add the new temporary Ministry course codes to your school scheduling system. Your board's IT department will need to communicate with their school scheduling software vendor. The software vendors have received communication about these courses as well as the list of temporary Ministry course codes.

Grades that appear as final marks on the provincial report card will then be added to student's Ontario Student Transcript in the same way as any other courses and will also be transmitted to the Ontario College Application Services and the Ontario Universities' Application Centre in the same way as all other final grades. Both OCAS and OUAC are aware of these courses and have received the list of temporary Ministry course codes.

It is anticipated that final official college records will be sent to secondary school principals by February 1, 2007 for semester 1 dual credit courses and by May 31, 2007 for semester 2 courses. A copy of the college record will be kept in the OSR and the original will be given to the student.

If college reports are not received prior to your internal deadline for the completion of the Provincial Report Card, it will be necessary to enter the information directly on the student's OST. Should it be necessary to make changes to students' postsecondary applications to include these new courses, please consult the appropriate documentation provided by the Ontario College Application Services and the Ontario Universities' Application Centre.

For further clarification or assistance, please contact Phil Hedges, Education Officer, Ministry of Education, by email at Phil.Hedges@ontario.ca