

Statement of Policy

Students employed under the supervision of a journeyperson in a job in which the hours worked are eligible for apprenticeship time credit through the Saskatchewan Apprenticeship and Trade Certification Commission may earn up to four secondary level apprenticeship credits on the basis of work proposed and completed by the student. The Apprenticeship credits shall be named Apprenticeship A20, B20, A30, and B30 and may be used to fulfill the requirements for graduation, and to meet the Practical and Applied Arts/Arts Education credit requirements.

Rationale

In order to provide options for smooth transition and credit acquisition in meeting graduation requirements, Greater Saskatoon Catholic Schools supports Apprenticeship A20, B20, A30 and B30 credit attainment.

Authority

- The Education Act, 1995 Sections 4(1),(1.1) (c), 4.02
- The Education Regulations, 2015 Sections 30, 31, 32
- The Registrar's Handbook for School Administrators

Procedures

Guiding Principles

1. To earn Apprenticeship Credits, the student must be enrolled in Greater Saskatoon Catholic Schools.
2. Apprenticeship credits must be completed in Grades 10-12.
3. Prior to enrolment, the student must complete and submit a personalized learning proposal, using the Apprenticeship Credit Proposal Template.
4. Each Apprenticeship Credit shall be carried out under the supervision of a teacher.
5. The apprenticeship need not be related to a specific school subject.
6. Apprenticeship Credits may be used to meet the Practical and Applied Arts/Arts Education credit requirement or as electives to meet the credit requirements in the Regular and Adult 12 programs.
7. To enroll in an Apprenticeship Credit, the student is required to be employed under the supervision of a certified journeyperson in a trade in which the hours worked are eligible for Form 6A submission to the Saskatchewan Trade Certification Commission.

8. Schools shall establish procedures to communicate to parents/guardians and students the availability, procedures, outcomes and assessment strategies for Apprenticeship Credits.
9. As students engaged in Apprenticeship, credits are not covered by the Ministry of Education's Memorandum of Understanding with the Worker's Compensation Board. Schools offering Apprenticeship credits should address legal liability or insurance implications regarding students engaged in activities outside of the school.

Process

1. Students are required to submit a completed Apprenticeship Credit Proposal Template to the principal or designate from Saskatoon Industry Education Council for approval.
2. The completed Apprenticeship Credit Proposal Template must be in place and approved prior to the student beginning the work for which she/he will receive credit.
3. The principal and/or designate will identify and secure a teacher supervisor who will supervise the apprenticeship credit.

Final Mark Record:

Students who successfully complete projects will be granted one credit for a minimum of 100 hours of work on the approval of the principal.

The registration and mark shall be submitted to Ministry of Education in the same manner as for other courses of study.

The school shall retain a copy of each Apprenticeship Credit Proposal Template and supporting documentation on file for a minimum of five (5) years.

Documents/Forms

- Apprenticeship Credit Proposal Template
- Form 6A – Saskatchewan Apprenticeship and Trade Certification Commission

References

- The Education Act, 1995 Sections 4(1),(1.1) (c), 4.02
- The Education Regulations, 2015 Sections 30, 31, 32
- The Registrar's Handbook for School Administrators
- Apprenticeship Credit Policy – Government of Saskatchewan

Date Approved

March 10, 2018

Amended

October 2018