

<b>TOPIC:</b>	<b>eLearning – Student Eligibility</b>
<b>EFFECTIVE:</b>	January 2015
<b>CROSS-REFERENCE:</b>	Critical Path for Secondary Staffing OSSTF Collective Agreement Growing Success
<b>REVISION DATE:</b>	January 2017
<b>RESPONSIBILITY:</b>	Superintendent of Education

**Introduction:**

E-Learning (online learning) allows students to take courses in a different modality than traditional face to face delivery in a classroom and may be the preferred learning style for some students generally or for specific subject areas. It also provides the opportunity for students to access courses not available in their home school. Most importantly, online learning is an important life-long skill and the opportunity to take eLearning courses provides students with an experience to learn skills to help prepare them for success after high school. The Halton District School Board is dedicated to eLearning, offering a variety of options to students to help them be successful.

This Administrative Procedure outlines the criteria for student eligibility to take eLearning courses.

**Student Eligibility for Online Learning Courses:**

The principal of the school ultimately determines if a student may take any course including an eLearning course. Where the principal feels that a student is not likely to be successful in an eLearning course, the principal may direct the student to an appropriate face-to-face course.

Section 41(5) of the Education Act states:

***Alternative course or program***

*(5) Where the pupil has clearly demonstrated to the principal that the pupil is not competent to undertake a particular course or program of studies, the principal shall not permit the pupil to undertake the course or program, in which case the pupil may take a prerequisite course, or select with the approval of the principal an appropriate alternative course or program provided that, where the pupil is a minor, the consent of the pupil's parent or guardian has been obtained. 1997, c. 31, s. 20.*

Where a student is interested in taking a Halton online course, the student enrolment is treated similarly to students taking face to face courses.

**Halton District School Board Online Courses**

Students are eligible to take a Halton District School Board online learning course in a semester where:

- The student is taking less than four other credits in a given semester at their home school.
- The student is taking four credits in a given semester at their home school and this is the first time that the student will exceed four credits in a given semester.
- The student is a graduating student in the current year taking four credits in a given semester at their home school and requires an additional credit for graduation offered through online learning and has already pierced the four credit/semester cap earlier in their high school experience.

Where a student is interested in taking an out of board online course with a tuition associated with the courses the following applies.

**Out of Board Online Courses**

Students are eligible to take an *Out of Board* online learning course (eg: through AMDEC) in a semester where:

- a) The student is taking less than three other credits in a given semester and the desired credit is not offered at their home school or through a Halton District School Board online learning course
- b) The student is a graduating student in the current school year and requires a specific course to meet graduation requirements and the course is not available in their home school or as a Halton District School Board online learning course.