

SECOND LANGUAGES COURSE CHALLENGE 2016/2017

DATES, DEADLINES AND CONTACT INFORMATION

Beginning of Semester 1 **INFORMATION TO STUDENTS** **Beginning of Semester 2**

- Second Language Department Head or a teacher responsible for the area of second languages at the school (SL Dept. Head) provides students who request a course challenge with "PARENT LETTER" and "SECOND LANGUAGE COURSE CHALLENGE REQUEST FORM", and explains the process and deadlines.

September 9, 2016 **APPLICATIONS SUBMITTED** **February 10, 2017**

- Students submit: signed "PARENT LETTER" and completed "SECOND LANGUAGE COURSE CHALLENGE REQUEST FORM" to SL Dept. Head
- SL Dept. Head faxes or emails "PARENT LETTER" and "SECOND LANGUAGE COURSE CHALLENGE REQUEST FORMS" to Magda Tundak. Fax: 780-989-3049, E-mail: Magdalena.Tundak@ecsd.net

September 9- September 23, 2016 **STUDENTS CONTACTED BY EXAMINERS** **February 10-24, 2017**

- Teacher/Examiner makes initial contact with students. Teacher/examiner may conduct the oral portion of the course challenge over the phone at that time.

September 23, 2016 **PROJECT DUE** **February 24, 2017**

- Students submit Course Challenge Projects to SL Dept. Head or SL teacher
- Dept. Head sends students' Course Challenge Projects to St. Peter Centre (LSI), c/o Magda Tundak

October 1, 2016 **WRITEN EXAM** **March 4, 2017**

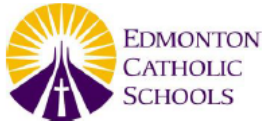
- Both semesters, the written exam takes place at 9:00 a.m. at Cardinal Collins School, 3802 139 Ave NW.
- SL Dept. Head or SL teacher will communicate the date, time and location of the written exam to the students well in advance
- Transportation is the responsibility of the students. Each student must bring Student ID.

October 14, 2016 **RESULTS TO LSI** **March 17, 2017**

- Teacher/Examiner submits final marks to Learning Services Innovation, c/o Magda Tundak, Magdalena.Tundak@ecsd.net or Fax: 780-989-3049

October 21, 2016 **RESULTS TO SCHOOLS** **March 24, 2017**

- Learning Services Enhancement reports marks to Principals at the schools



SECOND LANGUAGE COURSE CHALLENGE

Procedure for Students

1. If you wish to challenge a second language course you must initiate an official request by completing a Course Challenge Request form and submitting it to the Second Languages Department Head, Language Coordinator or a teacher responsible for second languages at your school. You must not challenge the same course more than once.
2. Your school will inform you about the steps in the course challenge process, the project, important deadlines, and the time, date and location of the oral and written portion of the course challenge, which is typically held outside of regular school hours. A letter informing your parents/guardians about your intent must be signed by them and returned to the person responsible for second language course challenge at your school.
3. One of the components of the course challenge is a project written **in target language** that must be submitted to the Second Languages Department Head, Language Coordinator or a teacher responsible for second languages at your school **prior to the written exam date**. You will receive the information about the project from your school.
4. A language teacher/examiner will contact you before the written exam either by email or phone call to remind you about the important dates and to tell you to bring to the written exam.
5. After receiving your final grade, you may choose to use the mark or to take the course.