

# MAPLE LEAF SECONDARY SCHOOL ONTARIO SECONDARY SCHOOL DIPLOMA REQUIREMENTS



## MAPLE LEAF INTERNATIONAL SCHOOL

1 Alyce Heights Drive  
Alyce Glen, Petit Valley  
Diego Martin  
Trinidad, WI

This document is the property of Maple Leaf International School and contains the requirements to graduate from Maple Leaf International School with an Ontario Secondary School Diploma as mandated by the Ontario Ministry of Education.

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# ONTARIO SECONDARY SCHOOL DIPLOMA (OSSD)

## CREDIT DEFINITION

A **credit** is granted when a course of at least 110 hours is completed successfully.

Note: All courses listed in this calendar have a 1.0 credit value unless otherwise indicated.

## REQUIREMENTS FOR THE ONTARIO SECONDARY SCHOOL DIPLOMA - O.S.S.D

TOTAL CREDITS TO GRADUATE (MINIMUM).....	30
COMPULSORY COURSES REQUIRED .....	18
ELECTIVE COURSES REQUIRED.....	12
ONTARIO SECONDARY LITERACY TEST .....	SUCCESSFUL COMPLETION
COMMUNITY INVOLVEMENT HOURS REQUIRED.....	40 HOURS

### **COMPULSORY CREDITS – 18**

ENGLISH	4	CANADIAN GEOGRAPHY	1
MATHEMATICS	3	ARTS	1
SCIENCE	2	PHYSICAL HEALTH EDUCATION	1
FRENCH OR SPANISH	1	CIVICS	0.5
CANADIAN HISTORY	1	CAREER STUDIES	0.5

3 ADDITIONAL CREDITS, CONSISTING OF 1 CREDIT FROM EACH OF THE FOLLOWING GROUPS:

**GROUP 1:** ENGLISH (INCLUDING THE ONTARIO SECONDARY SCHOOL LITERACY COURSE), FRENCH AS A SECOND LANGUAGE, CLASSICAL LANGUAGES, INTERNATIONAL LANGUAGES, NATIVE LANGUAGES, CANADIAN AND WORLD STUDIES, NATIVE STUDIES, SOCIAL SCIENCES AND HUMANITIES, GUIDANCE AND CAREER EDUCATION, COOPERATIVE EDUCATION

**GROUP 2:** FRENCH AS A SECOND LANGUAGE, THE ARTS, BUSINESS STUDIES, HEALTH AND PHYSICAL EDUCATION, COOPERATIVE EDUCATION

**GROUP 3:** FRENCH AS A SECOND LANGUAGE, SCIENCE (GRADE 11 OR 12), COMPUTER STUDIES, TECHNOLOGICAL EDUCATION, COOPERATIVE EDUCATION

NOTE: THE FOLLOWING CONDITIONS APPLY TO SELECTIONS FROM THE ABOVE THREE GROUPS:

- A MAXIMUM OF 2 CREDITS IN FRENCH AS A SECOND LANGUAGE MAY COUNT AS ADDITIONAL COMPULSORY CREDITS, 1 CREDIT FROM GROUP 1, AND 1 CREDIT FROM EITHER GROUP 2 OR GROUP 3.
- A MAXIMUM OF 2 CREDITS IN COOPERATIVE EDUCATION MAY COUNT AS ADDITIONAL COMPULSORY CREDITS, SELECTED FROM ANY OF GROUPS 1, 2, OR 3.

### **SUBSTITUTION FOR COMPULSORY CREDITS**

IN ORDER TO PROVIDE THE FLEXIBILITY TO TAILOR AN INDIVIDUAL STUDENT'S PROGRAM TO THE STUDENT'S NEEDS AND TO SUPPORT HIS OR HER PROGRESS THROUGH SECONDARY SCHOOL, PRINCIPALS MAY SUBSTITUTE UP TO THREE COMPULSORY CREDITS WITH COURSES FROM OTHER SUBJECT AREAS SPECIFIED IN THE LIST OF COMPULSORY CREDIT REQUIREMENTS. A COMMON EXAMPLE IS TO SUBSTITUTE SPANISH FOR FRENCH.

### **ELECTIVE CREDITS**

Students earn these credits by successfully completing courses that they have selected from the courses listed as available in their school's program and course calendar.



# The Provincial Secondary School Literacy Test (OSSLT)

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The Ontario Secondary School Literacy Test (OSSLT) is the usual method for assessing the literacy skills of students in Ontario for the purpose of determining whether they meet the provincial secondary school literacy requirement for graduation. The test thus identifies students who have demonstrated the required skills in literacy as well as those who have not demonstrated the required skills and will need to do further work. The test identifies the specific areas in which these latter students need remediation.

The test is scheduled by and administered through the Education Quality and Accountability Office (EQAO) once a year, usually in the spring.

Students will usually take the OSSLT in Grade 10, unless a deferral is granted by the principal. Students who do not successfully complete the OSSLT will have opportunities to retake the test in subsequent years, on dates scheduled by the EQAO. Once students have successfully completed the OSSLT, they may not retake it.

Students who are English language learners may be entitled to special provisions. For students with special education needs, accommodations specified in the students' IEP must be available on the day of the test. Sample test materials are available at [www.eqao.com](http://www.eqao.com).

If a student has had two opportunities to take the OSSLT and has failed it at least once, the student is eligible to enrol in the Ontario Secondary School Literacy Course (OSSLC). Principals have the discretion to allow a student to enrol in the OSSLC before he or she has had a second opportunity to take the OSSLT, if the principal determines that it is in the best educational interest of the student.

The credit earned for successfully completing the OSSLC may also be used to meet the Grade 11 or the Grade 12 compulsory credit requirement in English or to meet the Group 1 compulsory credit requirement for the Ontario Secondary School Diploma. A student cannot be granted credit for the OSSLC through the challenge process from the Prior Learning Assessment and Recognition Policy.



# COMMUNITY INVOLVEMENT REQUIREMENTS (40 HOURS)

Students entering grade 9 must complete 40 hours of volunteer work as one of the Ministry requirements for their high school diploma. The aim is to encourage students to become actively involved in making positive contributions to their community. Students are encouraged to select many different community involvement activities in consultation with their parents. Selection of activities should take into account the age, maturity and ability of the student, the location and environment of the proposed activity, and the need for any special training, equipment and preparation. The safety of the student is paramount. Students are not paid for performing any community involvement activity.

The Community Involvement Passport and a list of eligible community involvement opportunities and organizations needing volunteers are available to students from Guidance. Students must complete their community involvement activities while in grades 9 – 12. The community involvement is completed outside of classroom hours, and may not be paid employment. Students can now begin accumulating their hours during the summer prior to entering Grade 9.

Students are encouraged to complete the 40 hours of community involvement as early as possible in high school ideally by the end of grade 10. Ministry guidelines have established eligible and ineligible activities for the community involvement requirement. Students and parents must follow these guidelines.



## **ONTARIO SECONDARY SCHOOL CERTIFICATE**

A student who decides to leave school before earning the Ontario Secondary School Diploma will receive, on request, the Ontario Secondary School Certificate if a minimum of 14 credits are earned:

English	2 credits	Total Compulsory Courses/Credit	6
Mathematics	1 credit	Total Elective Courses/Credits	8
Science	1 credit		
Canadian History or		<b>TOTAL CREDITS</b>	<b>14</b>
Canadian Geography	1 credit		
Physical/Health Education	1 credit		

## **THE CERTIFICATE OF ACCOMPLISHMENT**

Students who leave school before fulfilling the requirements for the Ontario Secondary School Diploma or the Ontario Secondary School Certificate may be granted a Certificate of Accomplishment. This certificate may be a useful means of recognizing achievement for students who plan to take certain vocational programs, other kinds of training, or who plan to find employment after leaving school. Students who return to school to complete additional credit and non-credit courses will have their transcripts updated accordingly, but will not be issued a new Certificate of Accomplishment.

## **STUDENT EVALUATION AND REPORTING**

A number of evaluation methods are used throughout our courses to provide an accurate reflection of the level of success of each student. The types are numerous and directly reflect the nature of the course being studied. Final evaluations are held twice yearly, at the end of each semester (in January and June). A student's final achievement mark in a course is based on term work and final evaluation results. The proportion is determined by Ministry policy at 70% term work and 30% final evaluation. The final evaluation may be an exam and/or culminating activity. Ontario schools do not use rank or grade point average. Students receive report cards at mid-semester as an indication of progress.

Grading is based on the following scale:

80-100%	(A)	honours	Level 4 exceeds Ministry provincial standards
70-79%	(B)	very good	Level 3 meets Ministry provincial standards
60-69%	(C)	satisfactory	Level 2 approaching Ministry provincial standards
50-59%	(D)	poor	Level 1 limited grasp of Ministry provincial standards
Under 50%	(F)	failure	

## **REPORTING TIMELINE**

End of September	Learning Skills Reports go home
After 9 weeks	Mid-Semester 1 Reports go home
Early November	Secondary Parent/Teacher Interviews
Late January	Secondary Semester 1 Final Reports go home
End of February	Learning Skills Reports go home
After 9 weeks	Mid-Semester 2 Reports go home
Mid April	Secondary Parent/Teacher Interviews
Early July	Secondary Semester 2 Final Reports are available for collection





The Learning Skills Reports which are issued in September and February, focus on the student's work habits and learning skills. These skills include Responsibility, Organization, Independent Work, Collaboration, Initiative and Self-Regulation. We have also included Uniform because we believe that our students' deportment also plays an important role in their success and development as independent, self-directed learners. This is one way of giving parents a "heads up" on how their child is settling in to their new courses at the beginning of each Semester. These skills are also part of the Provincial Report Card at mid-term and semester end.

### **PRIOR LEARNING AND RECOGNITION (PLAR)**

For students transferring from home schooling, or a school outside Ontario, principals will grant equivalency credits for placement purposes based on their evaluation of the student's previous learning.

A general rule is that a student from Trinidad who has successfully completed:

Form 2 would begin grade 9

Form 3 may be granted up to 8 credits and may be placed in grade 10

Form 4 may be granted up to 16 credits and may be placed in grade 11

Form 5 may be granted up to a maximum of 23 equivalent credits

This assessment would be based on the following:

- i) marks and comments in courses at current school
- ii) results in CXC exams (minimum of 8)
- iii) results on the English and Mathematics tests administered by Maple Leaf
- iv) current age

All information listed will determine the student's placement in an appropriate grade and into specific courses.

### **PREREQUISITE COURSES**

Generally, a student must have successfully completed the prerequisite course at one grade to proceed to that subject at the next grade. If the student is planning to move from one level to the next, that student must go back and complete the previous course at the appropriate level. For example, a student who took Grade 9 Math at the Applied level, and wishes to try Grade 10 Math at the Academic level, would have to go back and do the Grade 9 Academic Math.

Some courses have no prerequisite. Prerequisite courses are listed at the end of each course description. The Curriculum Policy documents for all of the courses offered by the school are on the website of the Ministry of Education for Ontario: [www.edu.gov.on.ca](http://www.edu.gov.on.ca)

### **SUBSTITUTIONS FOR PREREQUISITE COURSES**

In order to meet the needs of individual students, the Principal will determine whether or not the prerequisite should be waived. Up to three prerequisite courses may be waived. The Principal will make the decision in consultation with the parent/guardian and appropriate school staff.



## **ALTERNATIVE WAYS OF EARNING CREDITS**

The Independent Learning Centre is a provider of Ontario Ministry of Education high school credits in both paper and e-learning formats. Students complete course work independently, submitting assignments through the mail, or through email. Students are required to complete an exam at the end of the course. The student has 10 months to complete a course. Each course is divided into 4 units, and each unit contains 5 lessons for a total of 20 lessons (110 hours of instruction) and half-credit courses have 10 lessons in total (55 hours of instruction).

For a list of courses and policies access the website: [www.ilc.org](http://www.ilc.org)

## **ADVANCED PLACEMENT PROGRAM (AP)**

AP enables students to pursue college-level studies while still in high school. Through 34 college-level courses, each culminating in a rigorous exam, AP provides willing and academically prepared students with the opportunity to earn college credit, advanced placement or both. Taking AP courses also demonstrates to college admission officers that students have sought out the most rigorous curriculum available to them.

Each AP course concludes with a college-level exam developed and scored by college and university faculty members as well as experienced AP teachers. AP Exams are an essential part of the AP experience, enabling students to demonstrate their mastery of college-level course work. AP is accepted by most two- and four- year colleges and universities worldwide for college credit, advanced placement or both on the basis of successful exam scores in the admission process and/or award credit and placement for qualifying scores.

Performing well on an AP Exam not only indicates the successful completion of a course. Research consistently shows that students who score a 3 or higher typically earn higher GPAs in college and have higher graduation rates than their non-AP student peers.

Visit the College Board's website for more information:

- Information about AP courses and exams:  
[www.apcentral.collegeboard.org](http://www.apcentral.collegeboard.org)
- Universities outside the United States that recognize AP  
[www.collegeboard.org/apintl](http://www.collegeboard.org/apintl)

**\*\* AP courses are not part of the Ontario curriculum and therefore do not count in the 30 credits to get a diploma.**

AP courses offered depend on enrolment. A minimum of 5 students is required for a course to run. Students require a minimum of 85% in the high school credit to apply for the AP course of study.

## **COOPERATIVE EDUCATION**

Cooperative education is a program which places senior students into a working environment, to give them real world, hands-on experience in a job setting. Students work for 220 hours for 2 periods in the schedule for 2 credits. Cooperative credits are linked to the courses the student is taking, to allow transfer between the classroom and a job. Students are responsible for providing their own transportation to the job site. Evaluation is a combination of the cooperative education teacher and the placement supervisor.



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