

## **2023-24 ACADEMIC SUMMER SESSION GUIDELINES**

Before registering for Summer Session, please discuss the option with your student's school. We are not able to advise what course students should be registering for.

Resource and counselling supports are not available for students attending Summer Session.

### **Registration and Fee payment for Courses:**

#### **WINNIPEG SCHOOL DIVISION RESIDENTS:**

**High School Repeater – no cost; High School Non-Repeater - \$200.00**

#### **NON-RESIDENTS (out of WSD District):**

**High School Repeater - \$200.00; High School Non-Repeater - \$600.00**

1. Students who are 21 (as of July 1, 2024) or younger will be eligible to register for a Summer Session course. If you are 18 or older you do not have to fill out the parent/guardian information. If you are not sure whether you are a resident, or a non-resident of the Winnipeg School Division please call the Summer Session office at 204-586-5015 or go to [www.winnipegsd.ca](http://www.winnipegsd.ca).
2. **ON-LINE REGISTRATIONS only accepted:**  
To register on-line, go to <https://www.winnipegsd.ca/summer-session> you can register on-line by using your **credit card (Visa, MasterCard or American Express) or Debit**. On-line registration will be available from Wednesday, May 22 to Tuesday, July 2, 12-noon.
3. Classes run based on registration numbers. Courses will be cancelled with insufficient student registrations. Please check the WSD website on Friday, June 28 after 12-noon for a current listing of courses being offered.
4. This summer we are offering **repeater and non-repeater courses at Ecole River Heights School (1350 Grosvenor Ave.) and St. John's High School (401 Church Ave.)**.
5. **NOTE: First day of classes is Thursday July 4.** Non-payment of fees, or insufficient payment of fees may result in withdrawal of a student and no mark being issued.
6. Students are responsible for payment of lost or excessive damage to textbooks they have been issued. Students who withdraw **MUST** return textbooks.

### **COURSE CANCELLATIONS:**

**All Course cancellations are posted on the summer session website.**

**Please check the WSD web page on Monday, July 2 after 12-noon before proceeding to your class on Thursday, July 4.**

**If the course you have registered for is cancelled you have 2 options:**

1. You will receive a full refund for the cancelled course. You do not need to do anything. You do not need to contact us. The refund cheque will be mailed back to you at the end of July.  
**NOTE: We are UNABLE to reverse the credit card charges or debit.**
2. If the **course you registered is cancelled** please contact [ppatten@wsd1.org](mailto:ppatten@wsd1.org) to discuss if any alternative course registration is possible.

### **REFUNDS:**

1. **All refunds will be issued to the person whose name is on the receipt in the form of a cheque. We are unable to reverse on-line payments back to the credit card or debit. Cheques will be mailed out at the end of July to the address provided on the student application.**
2. **All requests for a refund of fees, except when a course has been cancelled, need to be submitted by the parent/guardian in writing to the principal, Shaun Bright, email: [sbright@wsd1.org](mailto:sbright@wsd1.org).**
3. **Refund requests received by the end of Thursday, July 4 will result in a refund of fees.**
4. **If the course is cancelled a full refund will be issued automatically by cheque at the end of July. You will not need to request one.**

5. Refund requests for medical reasons after the course has started must be accompanied by supporting medical documentation from a physician.
6. There will be no refunds issued after Friday, July 5 unless there are exceptional circumstances.
7. There will be no refunds issued if a student is removed from the course for behavioural reasons and/or chronic absenteeism.
8. Non-payment of fees may result in the student being withdrawn from the course.

### **CREDIT REQUIREMENT:**

1. We **REQUIRE** the last school you attended in the gr. 9-12 school system. **The Summer Session does not send your mark to the Manitoba Education to register it as a credit. Your mark will be sent to the last school you attended, and that school will register your credit.**
  - Please check with the school in September to ensure they received your mark, and it is included on your transcript.
2. In order to register for a repeater course, you must be able to provide proof that you have taken the course and received a mark of 30% or more. You will be asked to provide a copy of your report card on the first day of class if you attended a school that is not in the Winnipeg School Division. If the mark is less than 30%, students must sign-up for a non-repeater course OR provide a letter of eligibility from their school signed by a school administrator or designate.
3. **Classroom teachers** will notify parents/guardians midway through the course if the student appears to be in danger of not obtaining the credit.
4. **Non-payment of fees, or insufficient payment of fees** may result in the withdrawal of a student and no mark being issued.
5. **Evaluations** will be conducted on a continuous daily basis. Every course has a final assessment worth 20%-35% of the final grade.
6. **Tests** must be written as scheduled, and assignments completed as requested by teachers. There may be penalties for late assignments.

### **STUDENT SUPPORTS:**

There are no additional student supports available during summer session. If your student requires resource support, counselling support, and/or educational assistant support you should discuss with your student's school if Summer Session is an appropriate program choice for him or her. Summer Session courses present a full year's program content in a very short period of time and at a fast pace.

### **ATTENDANCE:**

1. **Regular and punctual attendance** is expected to ensure student success.
2. **Students arriving late** for class will be admitted by the classroom teacher at a time when there is minimal disruption for other students.
3. **3 absences** may result in a withdrawal from classes.
4. Summer Session staff will contact parents/guardians in the event of a student's unexcused absence.

### **STUDENT BEHAVIOUR:**

1. Student behavior is governed by all applicable policies of the Winnipeg School Division. Students are expected to act appropriately and respectfully towards all people and the building.
2. Regular **school dress code** applies. Beach attire is not acceptable. Shoes must be worn.
3. **We recommend** that you do not bring your bicycle/skateboard to Summer Session. **We do not accept responsibility for any stolen personal items. Cell phones must be turned off or on silent mode (for emergencies) during school hours.**
4. **Smoking and vaping is prohibited in all school division buildings and on all school division property. This includes private vehicles parked on school division property.**

**All Classes start Thursday, July 4, 2024 - WSD ACADEMIC SUMMER SESSION TIMETABLE**

Before registering on-line for a course(s) please make sure to read the Summer Session Guidelines. The Summer Session Guidelines will explain the registration process in detail and answer any questions you may have re: office hours, fees, refunds, course cancellations and course changes.

Course offerings are tentative and are subject to cancellation based on insufficient enrolments. Repeater classes may be offered in combination with Non-Repeater classes where necessary. Register early to avoid course cancellations. **All course cancellations will be posted on the WSD home page Tuesday, July 2, 12-noon. You will not receive any other notification of a course cancellation.** Repeater and Non-Repeater courses will be offered at Ecole River Heights School and St. John's High School. **EXCEPT repeater Phys Ed Grade 9, 10, 11 & 12 will be ONLY offered at St. John's High School.**

**NOTE:** A copy of the report card is required for a repeater course if the course was not taken at a Winnipeg School Division school. When registering, students can only apply for 1 course whether it is a repeater or non-repeater.

Grade 9-12 Repeater July 4–July 26 classes from 11:00 am–1:45 pm		
Grade 9 Math (10F)	Grade 9 English Language Arts (10F)	Grade 9 Social Studies: Canada in the Contemporary World (10F)
Grade 10 Intro to Applied & Pre-Calculus Mathematics (20S)	Grade 10 English Language Arts (20F)	Grade 9 Science (10F)
Grade 10 Essential Mathematics (20S)	Grade 11 ELA: Transactional Focus (30S)	Grade 10 Geography: Geographic Issues of the 21 <sup>st</sup> Century (20F)
Grade 11 Applied Mathematics (30S)	Grade 11 ELA: Literary Focus (30S)	Grade 10 Science (20F)
Grade 11 Essential Mathematics (30S)	Grade 11 ELA: Comprehensive Focus (30S)	Grade 11 History: History of Canada (30F)
Grade 11 Pre-Calculus Mathematics (30S)	Grade 12 ELA: Transactional Focus (40S)	Grade 11 Chemistry (30S)
Grade 12 Applied Mathematics (40S)	Grade 12 ELA: Language & Transactional Forms (40S)	Grade 11 Physics (30S)
Grade 12 Essential Mathematics (40S)	Grade 12 ELA: Literary Focus (40S)	Grade 11 Biology (30)
Grade 12 Pre-Calculus Mathematics (40S)	Grade 12 ELA: Language & Literary Forms (40S)	Grade 12 Chemistry (40S)
	Grade 12 ELA: Comprehensive Focus (40S)	Grade 12 Physics (40S)
Except: Grades 9, 10, 11, 12 Physical Education only @ St. John's High School		
Grades 10-12 Non-Repeater Classes July 4-July 26 classes from 9:00 am-2:45 pm		
Grade 10 Intro to Applied & Pre-Calculus Mathematics (20S)	Grade 11 ELA: Transactional Focus (30S)	
Grade 10 Essential Mathematics (20S)	Grade 11 ELA: Literary Focus (30S)	
Grade 11 Pre-Calculus Mathematics (30S)	Grade 11 ELA: Comprehensive Focus (30S)	
Grade 11 Applied Mathematics (30S)	Grade 12 ELA: Transactional Focus (40S)	
Grade 11 Essential Mathematics (30S)	Grade 12 ELA: Language & Transactional Forms (40S)	
Grade 11 Chemistry (30S)	Grade 12 ELA: Literary Focus (40S)	
Grade 11 Physics (30S)	Grade 12 ELA: Language & Literary Forms (40S)	
Grade 11 Biology (30S)	Grade 12 ELA: Comprehensive Focus (40S)	
Grade 12 Applied Mathematics (40S)	Grade 12 Chemistry (40S)	
Grade 12 Essential Mathematics (40S)	Grade 12 Physics (40S)	
Grade 12 Pre-Calculus Mathematics (40S)	Grade 12 Biology (40S)	