

## Administrative Procedure 222

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### INDEPENDENT DIRECTED STUDIES (IDS)

#### Background

Independent Directed Studies are important learning opportunities for students who wish to pursue learning outcomes beyond those normally taught in the classroom, and for use as partial credit for students who did not or could not meet the learning outcomes of an entire course. IDS is governed by the [Educational Program Guide Order \(Ministerial Order 333/99\)](#) and is defined as an area of study in an educational program undertaken by a student that is:

- Related to or an extension of one or more of the learning outcomes established in an educational program guide listed in Ministerial Order 333/99, the Educational Program Guide Order, or in a Board Authorized Course,
- Undertaken pursuant to a plan developed by a teacher and a student and approved by a Principal, Vice Principal or Director of Instruction, and
- Carried out by the student under the general supervision of a teacher as outlined in the Graduation Program Order ([M302/04](#)).

#### Procedures

1. In accordance with Ministry of Education and Child Care policies, principals may award credits to students who have successfully completed independent work based on a subset of learning outcomes of Grade 10, 11, or 12 Ministry developed courses or Board Authorized courses.
2. A student may study one or more learning outcomes in depth, or study more broadly a wide variety of learning outcomes from a single course.
3. Students must apply for IDS using the [Independent Directed Studies \(IDS\) Student Plan](#) (Form 222-1) approved by the District.
4. Documentation must be kept in the student file that includes the Student Plan approved by the principal, the hours of successful study completed by the student, and the credits awarded.
5. The number of credits a student earns for IDS will be set out in the [IDS Student Plan](#) (Form 222-1) developed by that student and a teacher and approved by a Principal.
6. IDS credits may only be used to satisfy elective requirements.

7. The maximum value for a single IDS course is four credits, but there is no limit to the total number of IDS credits a student may earn. Grade 12 IDS credits may count toward the minimum of 16 grade 12 credits required for graduation.
8. For reporting and transcript purposes, principals must assign a letter grade and percentage.
9. IDS must be reported on report cards with the IDS code identifying the related Ministry or BAA course.

Reference: Sections 2, 3, 4, 7, 8, 8.4, 8.5, 20, 22, 23, 65, 74.1, 75, 75.1, 85 School Act  
Educational Program Guide Order (M333/99)  
Graduation Program Order (M302/04)  
BC Ministry of Education and Child Care IDS Policy:  
[http://www.bced.gov.bc.ca/policy/policies/earning\\_credit\\_through.htm](http://www.bced.gov.bc.ca/policy/policies/earning_credit_through.htm)  
[Handbook of Procedures for the Graduation Program](#) pages 59-60 for IDS  
Collective Agreements

Adopted: December 15, 2020