

## Saskatoon Public Schools Guidelines for Approval of Part-Time Online Courses

- Whenever possible, SPS recommend that students take classes in-person.
- Exceptions to this would be as follows:
  - The student is unable to take a course in their schedule due to a timetable conflict.
  - The student enjoys online learning and exemplifies the criteria of a successful online learner.
  - The student is interested in taking an online course that is not offered at their collegiate and is offered by Sask DLC.
  - The student requires some flexibility in their schedule and can achieve this by taking a course online.
  - Taking online classes supports the student's mental or physical health needs.
- Students in SPS will be approved for a maximum of one online course each semester.
  - There may be exceptions when taking more than one online course supports a student's mental or physical health. Counsellors will work with families and the school team to determine when this is appropriate.
- SPS students will not be permitted to exceed five classes per semester (students may not sign up for an additional course online and carry six classes per semester).
  - The only exception to this will be in the year of graduation when a student would be permitted to carry six courses with one being online in order to graduate on time.
- Only grade 10 to 12 students are permitted to take part-time online courses. Students in younger grades will not be approved for courses in grade 10 or beyond.
- International students must receive approval to take online courses from the Supervisor of Saskatoon International Education.
- SPS students are not permitted to take part-time online courses from an option other than Sask DLC. The Sask DLC was developed to provide online courses to students in public school divisions in Saskatchewan.
- Dual Credit Courses
  - SPS students who choose to take Dual Credit Courses are responsible for the additional fees associated with the course(s). This aligns with Sask DLC policy and with [Administrative Procedure 223](#).



**Saskatoon Public Schools**  
Inspiring Learning