



Sir Winston Churchill High School

- Sir Winston Churchill offers all the core and complementary courses required for a well-rounded high school education.
- The scope and sequencing of our courses at Churchill allows students to obtain an Alberta High School Diploma with a 3-year program.
- There are situations, however, where students may choose to take a summer school course.

How many summer school classes can I take?

- Students may take a maximum of **ONE** course for summer school
- Students must choose between online or in person.
- If a student has been approved for a Dual Credit course, they cannot enrol in a summer school course as well.
- Click the following link to view summer school course offerings and locations.

What you need to know about Summer School 2025

- Regular courses are designed to be taken over 5 months, so when you take a condensed version of the course in 4 weeks of summer school, it can prove difficult to digest and master the course material (125 hours condensed into 80 hours).
- Each day, a summer school course covers one week of curriculum and you will be assigned one week worth of homework daily. You need to commit time for homework in addition to your assigned daily lessons.
- Many students are able to keep up with course work in summer school, yet they struggle when it comes to the final exam given the fast course pace and short time frame in which the course is delivered. Students writing diploma exams need to consider this, as the diploma exam is worth 30% of the final course mark.

What you need to know about Summer School 2025 (continued)

- Completing a course in the expedited format offered in summer school does not always prepare students adequately for the next level.
- Grade 12 students who plan to take a course in summer school need to understand that final marks will not be available in time to use for post-secondary admission for Fall 2025.
- Students writing a diploma exam must be available to write between August 5th and August 13th, 2025

What you need to know about Summer School 2025 (continued)

- **Students may take any course offered in summer school.**
- Repeating a course to better prepare for the next level is recommended for summer school.
- If your counsellor feels strongly that summer school is not in your best interest, they will contact you to discuss.

myPass

- The school-awarded marks for a diploma and non-diploma courses will be available online through myPass on Aug. 22, 2025.
- You must set up your mypass account prior to summer school.
- If you have not set up your mypass account, you were sent an email to your educbe account prior to spring break and again last week. Please follow the instructions and set up your mypass account A.S.A.P.

Diploma Courses

We often have grade 11 students requesting to take one of their grade 12 courses in summer school in order to lighten their course load in grade 12.

- If you plan to use a diploma course for admission to post secondary, there are many benefits to taking this course in your regular schedule at Churchill, such as:
 - receiving in-class support
 - having opportunity to ask questions and seek clarification in class and in tutorials
 - participating in classroom discussions
 - having adequate time to process course information at a reasonable pace over a 5 month period
 - building a strong foundation for a post-secondary education
- A course passed in summer school cannot be repeated at Churchill. We are not able to accommodate requests for upgrading.
- If you **do not** pass a course in summer school, there is no guarantee that space will be available for you to repeat the course at Churchill. Priority will be given to students who are taking a course for the first time.

**** This also applies to 10 and 20 level courses***

Diploma Courses *(continued)*

NOTE: If you complete a 30 level course in summer school, it will be used in calculating your admission average for post secondary programs.

For example: Students who complete Social Studies 30-1 in summer school to free up their schedule for grade 12, may not plan to use this course for post secondary admissions. *However, it is important to note that U of C will use any completed 30 level academic course in calculating student admission averages.

If you do not work hard in a summer school course, as your intention is to not use it for post secondary applications, you may be disadvantaged or delay an offer. Once you have completed the course you intend to use for applications, your program of choice may be full.

New - ONLY Social Studies 30-2 Part A and Part B Diploma Exams will be written at Ernest Manning High School. All other August Diploma Exams, for in-person and online classes, will be written at Nelson Mandela High School.

If you miss the August diploma, you will need to see Mrs. Karen Chan (Assistant Principal) to request a seat at SWC at a later writing date.

Diploma Rewrite Fees

Rewriters & non-funded (International Students) must register and pay in advance using myPass.alberta.ca (Alberta Education).

- Registration in myPass will be open from June 16 - July 4, 2025
- Select CLS Alternative Site (S.2452)
- Enter your summer school teacher's name (found in your confirmation email for in-person classes or in D2L for online classes)
- Students must pay at the time of registration or no seat will be assigned
- Diploma rewrite fees are not included in course fees

Summer School Course Fees

There are no course fees for students 19 years of age or younger (as of September 1 of the current school year) who are Canadian Citizens or Permanent Resident.

If the above statement does not apply to you, please check the link below for summer school fees that will apply to you.

[Summer School Course Fees | Summer School | High School | Programs | Calgary Board of Education](#)

English as an Additional Language Learner (EAL)

- Students who are currently registered in an EAL courses (ESL Introduction to Sci 15 or ELL Inter/Adv.) must see Ms. Hill in her office (Chartwell Room - Library) or in her classroom (room 214) to get permission to take a summer course.
- Please ask your EAL teacher's advice about courses in which you may be successful this summer.

High School Transcripts

- Only courses taken through the CBE will appear on your Sir Winston Churchill transcript.
- If you are taking a course with another institution (ex. Vista Virtual) it will appear on your Alberta Education transcript which you can access through your myPass account.

Work Experience – Summer School

- If you currently have a job, and would like to apply to do Work Experience (WE) over the summer, the WE program is running in the month of July (5 weeks. July 2 - August 6). To earn any credits, you must be able to accumulate 75 hours during that time.
- If you would like to do WE over the summer, you must take HCS 3000 prior to June 30th. Please contact Mr. Zavaleta (arzavaleta@cbe.ab.ca) to complete the application.
- If you are currently enrolled in WE and plan to continue with WE this summer, please contact Mr. Zavaleta (arzavaleta@cbe.ab.ca) to complete the paperwork.
- Application deadlines:
 - Summer Work Experience: June 13th
 - Internships & Registered Apprenticeship Program (RAP):
 - CAREERS Application: May 16
 - Summer school paperwork: July 15

Please see website for more details [Off Campus Programs](#)

CBe-learn (online classes)

- Offered by CBe-learn through Brightspace on D2L
- June 30 - July 24, 2025 (**online courses will be available to students on June 24th with no teacher support until June 30th**).
- CBe-learn is offering limited Diploma courses this summer. CBe-learn recommends that you put in a 1st **and** 2nd choice when completing the request form. They may not be able to accommodate your 1st choice.
- Students must have access to suitable technology and a reliable internet connection. *Access to Brightspace on D2L may not be available in all countries. Travel outside of Canada is not recommended if you are registered in an online summer school class.*
- Summer School programming is extremely condensed and intensive. Students must be prepared to manage their time and workload independently. A time commitment of 5 hours per weekday for 5-credit courses will be required for students to be successful online.
- While there will be regular opportunities for synchronous instruction and support with real-time interaction, online summer school will be mostly **asynchronous**, taught through written instructions, pre-recorded videos, blog posts, etc.

Essentials for Online Learning

Essentials for Online Learning is a one credit module designed to provide an overview and orientation to online learning. Taking this module will ensure that students understand how to complete all tasks in D2L prior to beginning the summer school course.

All students are registered for **Essentials for Online Learning**. This course is an orientation to online learning. **Access to this course opens June 16th at 9 AM and closes July 4th at midnight**. Upon successful completion, the student will be granted one credit for e-Learning and Learning Management Systems (COM1255).

This course is *not* a mandatory prerequisite, but is meant to help students be successful in the online learning environment. Credit can only be granted once for this course.

It is strongly recommended that students complete Essentials for Online Learning

Chinook Learning (In-Person)

- Offered by Chinook Learning Services at four different locations. Not all courses are available at every location.
- July 2 - 25, 2025 | 8:15 AM - 12:56 PM (Monday - Friday)
- Diploma & non-diploma courses
- Location Key: Centennial High School (CEN), Ernest Manning High School (EM), Forest Lawn (FL), Nelson Mandela High School (NM) & Sir Winston Churchill High School (SWC)
- Diploma Exams | August 5 - 13, 2025
 - **Only Social Studies 30-2 Part A and Part B Diploma Exams will be written at Ernest Manning High School. All other Diploma Exams, for in-person and online classes, will be written at Nelson Mandela High School.**
- Each day of summer instruction is the equivalent of one week of a semestered high school program. No provision will be made for missed classes. You are expected to attend every class as scheduled and to be present on the last day of class to write the final examination. Final exams cannot be rescheduled.
- To alleviate the potential of students not getting their requested classes, students should submit two in person course requests – a first and second choice – this is especially important for grade 11 students going into grade 12. We need to have a second option for students who choose an in-person humanities course for summer.

How to Apply for Summer School

- Complete and submit online Course Request Form. The link is located at the end of this presentation.
- **There is only one form.** You will indicate whether you are choosing online with CBe-learn or in person with Chinook.
- You will be asked to enter your demographic information. Please be sure to double-check that information is entered correctly.

How to Apply *continued...*

- You can enter your first choice and second choice for courses. Make sure that you have the prerequisite completed for both choices.
- If you end up getting into your second choice course, please make an appointment to see your guidance counsellor so that you can add your first choice course back into your timetable (and remove your 2nd choice).
- Not all courses are available at every location. Pay close attention to the locations listed after each course name.
- You will also be asked to indicate your first and second choice for location as well. If a course fills up at Sir Winston Churchill, you may need to take it at another location further from home.
- **ALL students are strongly encouraged to enter a second course choice to increase the chance of getting their preferred course location**

Noteworthy

- Once your course request has been entered *and* accepted, you (and your parent - if applicable) will be emailed a course confirmation between June 2 - 6, 2025. Please ensure you are checking your junk/spam folder as well as your inbox for notification from “External CBe-learn” or “External Chinook Learning Services”. This confirmation does not come from SWC.
- ***If you have not received an email notification by June 6, 2025 you should contact CBe-learn (cbelearn@cbe.ab.ca) or Chinook Learning (chinookregistration@cbe.ab.ca) directly.***
- If a textbook is required for your course, it will be provided in a digital format. Any other resources required for in-person courses will be communicated to you after your enrollment has been approved.
- If you need to change your course request or you need help with your course selection please contact your guidance counsellor prior to May 1 for CBe-learn, and May 8 for Chinook Learning. ***Please do not submit another course request form.***
- No course changes or substitutions will be accepted after requests have been entered by counsellors. Students must be sure of their course choice at the time of entry.

Withdrawal & Refund Deadline

- Withdrawals are accepted and must be communicated immediately. A Microsoft form will be provided at a later date.
- **Students need to withdraw immediately from their in-person course with Chinook if they decide to register with another online school (i.e. Vista Virtual). This will allow Chinook to adjust their in-person locations/offerings according to demand.**
- July 11: Withdrawal & Refund Deadline

Reminders

- Completing the Microsoft form ensures you have **requested a summer school course**. It is not a confirmation that you are registered for summer school.
- High School Counsellors are responsible for submitting withdrawal requests up until the end of the day on June 26, 2025.
- After June 26, 2025:
 - CBe-learn: Submit withdrawals for online requests through the Microsoft Form to be provided at a later date
 - Chinook: Submit withdrawals for in-person requests through the Microsoft Form to be provided at a later date



You can only take ONE summer school course

The last day to submit a request for CBE summer school (CBe-learn or Chinook Learning) is Tuesday, April 29. The Microsoft form will close at 11:45 PM.

Click the Link or follow the QR code to complete the CBE Summer School Request Form

<https://forms.office.com/r/VXhdJ9HEyx>

SWC Summer School 2025 Course
Request Form

