

External Sport Credential Program

Information Package

Updated June 2017



Education and Early
Childhood Development

Sport PEI – External Sport Credit Program (ESCP) Information Package

Overview

The External Sport Credit Program (ESCP) gives eligible student athletes the opportunity to earn graduation credits for approved athletes in grades 10, 11 and 12. While described as a sport credit, it is an educational credit and therefore, learning is emphasized throughout the entire process of becoming a high performance athlete.

The Department of Education and Early Childhood Development is responsible for the External Credentials program and the Sport Credit Portion of this program is administered and monitored by the Sport PEI. Only sports which are members of Sport PEI are eligible. The student-athlete must be a member in good standing with their respective Provincial Sport Organizations.

Responsibilities of the Student-athlete

The student-athlete is responsible for the following:

1. Are you eligible? Please check the Criteria Standards
2. Athlete Application and Intake Process
3. Signatures of Approval at school level
4. Obtaining a minimum of 110 hours of sport training.
5. Preparing, providing and presenting the sport-folio.
6. Determining the timeframe for the completion of all responsibilities and their evaluation by the External Sport Credit Committee.
7. Providing the documentation to your school principal with all signatures of an External Credentialing Certificate once complete.

1. Are you Eligible?

Please contact Sport PEI in regards to what sports are approved and the level of sport standards required [Click for eligibility](#)

Sport Coordinator – Lynn Boudreau (902)368-6253 or lboudreau@sportpei.pe.ca

2. The Athlete Application and Intake Process

Fill in [Application Form](#)

Once an athlete applies there is an intake process with the Sport PEI –Sport Coordinator. The intake process involves an athlete orientation and an overview of their training program. The student-athlete will be informed of his/her opportunity to obtain an external credit(s) at this time.

The Sport PEI – Sport Coordinator will issue a letter to the student-athlete stating that the intake process is finalized and that they may begin the process to obtain an External Sport Credit. Once recognized by Sport PEI, the athlete maintains this status for a one-year period. The remainder of the requirements must be completed within that time period. **The athlete must identify for which school term they are applying to receive the Sport Credit.**

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The process for a Sport Credit as a Special Olympics or ParaSport athlete would be similar; however, it would be under the supervision of the Program Director of Special Olympics PEI and the Executive Director of ParaSport and Recreation PEI.

3. Signatures of Approval at School level.

Obtaining all the signatures required on the Department of Education's External Credentialing [Document Annex B- Appendix 1 - Student Intention Form.](#)

4. Training Hours

Athletes must be training at least 110 hours during one semester to be eligible.

5. Athlete sport-folio

The sport-folio is an organized collection of an aspiring student-athlete's progressions and is a focal of student achievements that exhibits to others the direct evidence of their efforts, accomplishments, growth, and potential.

A sport-folio is a **process** as well as a **product**. As a **process**, it requires you to identify and reflect upon what motivates and satisfies you; to look inside the learning process; and to document a journey of self-discovery.

Carefully selected and constructed, a sport-folio is a concrete reflection of who you are, who you hope to become, and what you hope to achieve in your sport, career and personal development and provides the opportunity to present that work to an audience of peers, parents and teachers.

Each student-athlete must complete and present their individual sport-folios to the External Sport Credit Committee for evaluation. This committee consists of representatives from the Department of Education and Early Childhood Development, Sport PEI and an outside marketing/promotion expert from the business community or sport specialist.

For Special Olympic and ParaSport and Recreation student-athletes, the External Sport Credit Committee will be comprised of representatives from the Department of Education and Early Childhood Development, Special Olympics PEI or ParaSport and Sport PEI, and a third individual recommended by the respective organization.

The Committee will assess the sport-folio and the presentation based on a Rubric (Annex A - Appendix 5)

More details on Sport Folio are provided if and when approved

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Annex A - Appendix 1

1. Official Title of the course

The title of the course will be SPT421T, SPT521T and SPT621T.

2. Number of hours required to complete the course

A minimum of 110 hours is required to complete the course. Verification of these hours must be provided in writing by an official representative of the student-athlete's respective sport, i.e. coach or trainer.

3. Objectives, competencies, and outcomes:

Please refer to the Sport-folio template.

4. Method of Evaluation

The External Sport Credit Committee will be the Assessment Team for determining the level of completion for student-athlete. An assessment rubric has been developed for evaluating the sport-folio. See Appendix 5.

5. Course materials and the author and/or organization responsible for publication

Sport PEI is responsible for developing the instructional materials for the development of the sport-folio. The sport achievement criteria are developed by the Canadian Sport Centre – Atlantic, the High Performance Committee, ParaSport and Recreation PEI and Special Olympics PEI.

6. Is there a mark provided or is it completed or incomplete?

There is a complete or incomplete placed on the certificate along with a Level based on the Assessment Rubric appendix 5. There is an opportunity for the student-athlete to ask for feedback and guidance during their pursuit of their external credit.

7. Do the participants receive a certificate?

The student-athlete will receive a letter from Sport PEI, ParaSport and Recreation PEI, or Special Olympics PEI indicating their sport achievement recognition. They will also receive a certificate from the External Sport Credit Committee.

8. Does the organization keep a database of the results?

Sport PEI will create and maintain a database regarding the results of each student-athlete's information for external credit. These records will be maintained for a seven year period.

9. Does the course have provincial, national, and or international recognition?

This course is an initiative for Sport PEI, with partners the Canadian Sport Centre – Atlantic, the Provincial Canada Games Committee Inc., ParaSport and Recreation PEI and Special Olympics PEI. All of the partners are recognized provincially and nationally.

Sport PEI is the recognized sport federation on Prince Edward Island. It is recognized and supported by the Department of Health and Wellness, Sport, Recreation and Healthy Living Division. Sport PEI is a member of the Canadian Council of Provincial and Territorial Sport Federations.

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The Canadian Sport Centre – Atlantic is a recognized and supported organization of Sport Canada and is one of six centres across the country.

The Provincial Canada Games Committee Inc. is an advisory committee to the Minister responsible for amateur sport in the province. The committee is under the direction of a board consisting of representatives of government and the sport communities from across the province. The Canada Games High Performance Committee is a subcommittee of the PCGC Inc.

Special Olympics is a recognized member of Sport PEI and supported by the Department of Health and Wellness, Sport, Recreation and Healthy Living Division. It is a member of Special Olympics Canada.

ParaSport and Recreation PEI is a recognized member of Sport PEI and supported by the Department of Health and Wellness, Sport, Recreation and Healthy Living Division. It is a member of the Canadian Paralympic Committee.

10. Describe the documentation provided to the student indicating the successful completion of the course.

The student-athlete will receive a certificate upon completion from Sport PEI, on behalf of the External Sport Credit Committee. They will also receive a letter from Sport PEI, Canada Games High Performance Committee, ParaSport and Recreation PEI or Special Olympics PEI confirming their sport achievement recognition.

11. Provide proof of the sufficient accident and liability insurance for both organization and participation youth.

Since 1990 it has been mandatory that all Full members of Sport PEI have board of directors, comprehensive liability and accident insurance coverage.

12. Does the course instructor require certification to deliver the course?

The student-athlete will typically be guided by their coach(es), who are volunteers within the Provincial Sport Organization, ParaSport and Recreation and Special Olympics PEI. These coaches are certified through the National Coaching Certification Program (NCCP) program.

Guidance may also be provided through a Technical Director/High Performance Coach and the CSCA Service Provider (trainers, sport psychologists, nutritionists). These individuals are employees of the National Sport Organization (NSO), Canadian Sport Centre – Atlantic, or Sport PEI.

- **If yes, provide:**

Coaches are certified under the Coaches Association of Canada (CAC), National Coaching Certification Program (NCCP). There are various levels which can be obtained.

The CSCA Service Providers must have specific credentials to be recognized by the CSCA.

13. Is there a requirement for instructor refresher certification?

Yes, all coaches are required to earn Professional Development points in a five year period in order to maintain their certification status.

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Annex A - Appendix 3

Course: Sport Credit

| Essential Graduation Learning | Applicable to Course? |
|--------------------------------------|------------------------------|
| Aesthetic Expression | Yes |
| Citizenship | YES |
| Communication | YES |
| Personal Development | YES |
| Problem Solving | YES |
| Technical Competence | YES |

Annex A - Appendix 4

Course: Sport Credit

| Principle of Learning | Applicable to Course? |
|--|------------------------------|
| Learning is a process of actively constructing knowledge. | YES |
| Students construct knowledge and make it meaningful in terms of their prior knowledge and experiences. | YES |
| Learning is enhanced when it takes place in a social and collaborative environment. | YES |
| Students need to continue to view learning as an integrated whole. | YES |
| Learners must see themselves as capable and successful. | YES |
| Learners have different ways of knowing and representing knowledge. | YES |
| Reflection is an integral part of learning. | YES |

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Appendix 5: Sport-folio Rubric

The purpose of the sport-folio as part of the Sport Credit is to evaluate and assess the student-athlete’s learning and growth. The following rubric outlines how the External Sport Credit Committee will perform this assessment.

| Categories/Criteria | Incomplete | Incomplete- Revisions may be possible | Complete- Satisfactory | Complete- Excellence |
|----------------------------|---|---|--|---|
| Contents | few required pieces are included | most required pieces are included | all required pieces are included | |
| | few student-selected pieces are included | some student-selected pieces are included | required number of student-selected pieces are included | |
| Thinking/Reflecting | reflection sheets are incomplete and/or attached to few selections | reflection sheets are partially complete and/or attached to some selections | reflection sheets are complete and attached to all selections | reflection sheets are complete and attached to all selections |
| | reflection sheets show limited evidence of thoughtfulness or insight | reflection sheets show some evidence of thoughtfulness or insight | reflection sheets show clear evidence of thoughtfulness or insight | reflection sheets show rich evidence of thoughtfulness or insight |
| | selections reflect a limited understanding of the sport-folio process (i.e. purposeful collecting, selecting, and reflecting on pieces to improve learning) | selections demonstrate some understanding of the sport-folio process (i.e. purposeful collecting, selecting, and reflecting on pieces to improve learning) | selections demonstrate a solid understanding of the sport-folio process (i.e. purposeful collecting, selecting, and reflecting on pieces to improve learning) | selections demonstrate a thorough understanding of the sport-folio process (i.e. purposeful collecting, selecting, and reflecting on pieces to improve learning) |
| | selections demonstrate little originality or creativity | selections demonstrate some originality or creativity | selections demonstrate originality or creativity | selections demonstrate a high degree of originality or creativity |
| | selections demonstrate little evidence of growth and learning over time (e.g. initial and revised responses to questions; first and revised written drafts) | some selections demonstrate growth and learning over time (e.g. initial and revised responses to questions; first and revised written drafts) | several selections demonstrate evidence of growth and learning over time (e.g. initial and revised responses to questions; first and revised written drafts) | many selections clearly demonstrate evidence of growth and learning over time (e.g. initial and revised responses to questions; first and revised written drafts) |
| Organization | sport-folio contents lack organization into the required sections and sections are not labelled clearly (e.g. first drafts, personal reflections) | sport-folio contents are partially organized into the required sections and sections are labelled to some degree (e.g. first drafts, personal reflections) | sport-folio contents are appropriately organized into the required sections and sections are labelled appropriately (e.g. first drafts, personal reflections) | sport-folio contents are highly organized into the required sections and sections are labelled appropriately (e.g. first drafts, personal reflections) |

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**ANNEX B – APPENDIX 1
EXTERNAL CREDENTIALING DOCUMENT
EXTERNAL CREDENTIALING FORMS FOR STUDENTS
STUDENT INTENTION FORM**

Student Information:

1. Name _____
2. School _____
3. Current Grade _____
4. School Student ID (if applicable) _____
5. Home Address and Postal Code

6. Home Phone Number _____
7. E-mail _____

External Program Provider Information:

1. Organizational Name _____
2. Course Code and Title _____
3. Organization Address and Postal Code

4. Phone Number _____
5. E-mail _____

Approval Signatures:

Student: _____ Date: _____
Parent/Guardian: _____ Date: _____
External Program Provider: _____ Date: _____
Position: _____
School Principal: _____ Date: _____

Students shall ensure that a signed copy of this application is provided to each of the signatories.