



### **Why do I have to pay tuition for a Summer School course?**

All costs associated with running the summer school program, (e.g. teacher's salaries, photocopying, paper, building operations, etc.) are paid for out of the tuition that students are charged. Saskatoon Public Schools does not receive provincial funding from the Ministry of Education in Regina to offer summer school courses.

### **Where can I get a complete schedule of the Summer School courses being offered?**

We recommend picking up a copy of the "Summer School 2019 brochure" from the address listed below or downloading a schedule from our website at: <http://www.spsd.sk.ca/Schools/highschoolprograms/summerschool/Pages/default.aspx>

The Summer School website (above) has a registration form, schedule of courses being offered, prerequisites, cost of classes and cancellation / refund policy.

### **How do I register for a Summer School class?**

Fill out a Summer School registration form. The form is available online at: <http://www.spsd.sk.ca/Schools/highschoolprograms/summerschool/Pages/default.aspx>

You can also pick up a form at:  
Central Support Services (3rd Floor)  
Saskatoon Public Schools  
310 – 21st Street East  
Saskatoon, Saskatchewan S7K 1M7

Ph: Wendy at (306) 683-8236 or Lorrie at (306) 683-8237  
or Scott at (306) 683-8335  
Fax: (306) 657-3966  
Email: [krahnw@spsd.sk.ca](mailto:krahnw@spsd.sk.ca) or [neufeldl@spsd.sk.ca](mailto:neufeldl@spsd.sk.ca) or [tetraults@spsd.sk.ca](mailto:tetraults@spsd.sk.ca)

Then either bring the completed form in person or mail it to the address above. You can also fax it or email it to the contact information above.

### **What methods of payment do you accept? How and where do I pay for a Summer School course?**

We accept debit, Visa, MasterCard and cash. We do not accept cheques or American Express credit cards.

You can pay in person at the address listed above. You can also phone, fax or email your credit card information to the contacts listed above. (Debit card and cash payments must be made in person).

### **Where do the in-person courses take place? How will I know what classroom to go to?**

In-person Summer School courses take place at Nutana Collegiate located at 411-11th Street East in Saskatoon.

A list of Summer School classroom numbers and teachers will be posted by the main office at Nutana Collegiate.

### **What happens if a class is full?**

If an in-person class is full, your name can be put on a waiting list. The equivalent number of students will have to withdraw from the class within the first two days of class in order for you to get into the class. For example, if you are third on the waiting list, three students will have to withdraw within the first two days of class in order for you to be admitted. Waiting lists are on a first come first serve basis and are not a guarantee that you will get into a class.

### **I am under age 18; do I have to have the prerequisite course before I can take the course that I want?**

#### **What if I am age 18 or older?**

If you are under age 18, then you must have completed the prerequisite course. If you take a Summer School course without the prerequisite, you will not get credit for the course from the Ministry of Education in Regina. It is the student and their parent/guardian's responsibility to ensure that they have the prerequisite course before registering for a Summer School course.

If you are age 18 or older, you are not required to have completed the prerequisite course to take a Summer School course.

### **How many Summer School classes can I be absent from and still pass the course?**

Summer School courses only run for 4 weeks, therefore students taking in-person courses are expected to attend all classes and write all exams.

### **Is there a cost for textbooks? Where do I pick up the textbook for the course?**

Textbooks remain the property of Saskatoon Public Schools and are loaned to Summer School students attending in-person courses for the length of the course for free. Textbooks will be handed out by the instructor at the first class. Students attending online courses must pay for their textbooks and will receive a full refund when the textbook is returned. Textbooks for on-line courses can be purchased from and/or returned to the Central Support Services, (see address on page 1).

### **Why would a course be cancelled?**

A course might be cancelled if there is insufficient enrolment to cover the costs of operating the course. If a course is cancelled, students who have registered and paid their tuition for that course will have the choice of receiving a full tuition refund or taking another course.

### **What is the withdrawal / tuition refund policy?**

Students that withdraw from a course before it begins will receive a full tuition refund.

Once a course has started, students that wish to withdraw must notify staff at the Central Support Services **before the start of the third class** in order to receive a tuition refund minus a \$20.00 administration fee. If a student withdraws after the third class has started, they will not receive any tuition refund. (Please see Summer School Cancellation / Refund Policy).

### **How many courses can I take at Summer School?**

Students can take a maximum of 2 courses at Summer School. The schedule and number of Summer School courses offered is determined by the instructors that are available to teach over the summer.

### **When are Final marks available?**

Saskatoon Public Schools will mail an unofficial transcript of final marks to all Summer School students in early August. Official transcripts will automatically be mailed from Regina later in August, but only to students that complete a 30 level course. Grade 9 students do not receive an official transcript from the Ministry. All other official transcripts of marks, if required, can be ordered online from the Ministry of Ed at: [www.saskatchewan.ca](http://www.saskatchewan.ca) Search: High School Transcripts. There is a \$20.00 non-refundable fee for this service.