

The General Qualification (GQ) is designed to be a **5-week** blended learning program with 3 components

- **12 hours** of independent learning
- **10 hours** of live sessions
- **5 hours** of Teaching in Practice activities

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Program Evaluation Chart

A. Grade Distribution

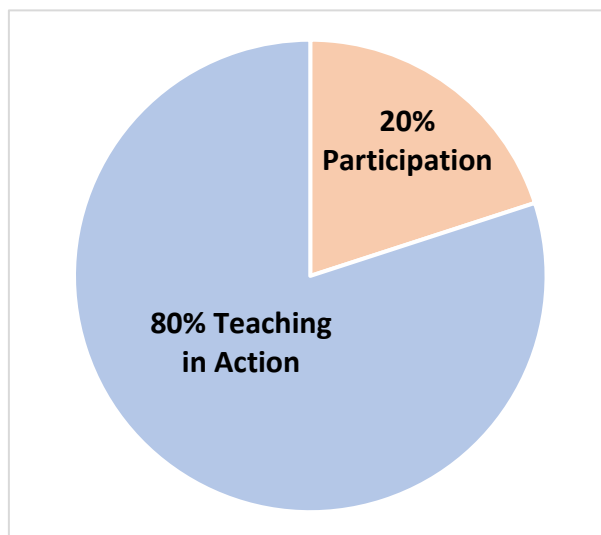
The final grade for the General Qualification Training Program is divided into two main parts:

20% Participation (Live Zoom Sessions)

- Live Session 1
- Live Session 2
- Live Session 3
- Live Session 4
- Live Session 5

80% Teaching in Practice Activities

- Quizzes
- Short Answers
- Case Studies
- Video Demonstrations
- Written Reflections



B. Evaluation Chart

Here is the detailed grade distribution of Teaching in Practice activities and live sessions.

Distribution	Unit/Session Name	Teaching in Practice Activities	Grade %
80%	Unit 1: Introduction to the Global High School (GHS) Program	Multiple Choice Quiz	5%
	Unit 2: GHS Academic Management, Policies and Teacher's Tools	Multiple Choice Quiz & Short Answers	15%
	Unit 3: GHS Instructional Excellence	Customized Lesson Plan, Demonstration of a Key Strategy & Written Reflection	40%
	Unit 4: Assessments & Evaluations	Case Study	20%
20%	Session 1: Introduction to Global High School Program and HOTS Focused Curriculum	Participation in Live Sessions	4%
	Session 2: Rosedale Digital Learning Platform and Academic Management	Participation in Live Sessions	4%
	Session 3: GHS Instructional Excellence: Part A	Participation in Live Sessions	4%
	Session 4: GHS Instructional Excellence: Part B	Participation in Live Sessions	4%
	Session 5: Assessments and Evaluations	Participation in Live Sessions	4%

C. Certification Criteria

The certificate will be awarded based on the following grading scale:

Final Mark	Grade Assigned	Achievement
$\geq 85\%$	Excellent	Certificate of Distinction
$\geq 70\%$	Pass	Certificate of Completion
$< 70\%$	Fail	No Certificate

In this course, to achieve a passing grade a Classroom Teacher MUST receive a final mark of **at least 70%**. Upon successful completion of the General Qualification, teachers will be issued a detailed report card and will earn a Rosedale Academy's GHS Teacher Training General Qualification certification (*please see appendix for samples*).

Classroom teachers who failed in the program will have to re-take GHS Teacher Training Program in January 2022 and the partner school will have to re-pay in full for the winter teacher training program.

Program Policies

A. Attendance

Active participation is essential to your success in Global High School Teacher Training Program. Participation includes:

- engagement in and completion of Teaching in Practice activities
- contributions and discussions with fellow classroom teachers in live zoom sessions

Participation in live Zoom sessions is worth 20% and has significant impact on the final mark. Participation will be graded according to the following scale:

Situation	Marks Deduction
No Show	Grade of zero
Late for 30 minutes	50% deduction
Late for less than 30 minutes	No deduction
Missed with an early notice & a valid reason*	No deduction

** Classroom Teacher must have an approval from their Local School Admin and Rosedale Head of Training to miss a live session. It is the responsibility of the Classroom Teacher to watch the recorded videos and make up all work missed due to absences within the given deadlines.*

All classroom teachers are expected to:

- Complete their General Qualification (GQ) part within **5 weeks** of registration (please refer to the [course schedule chart](#) below).
- Log in regularly to complete independent learning modules.
- Complete Teaching in Practice activities within the given deadlines
- Notify the Head of Teacher Training and the school admin of any planned absence at least **48 hours** prior to the absence in live zoom sessions.
- Notify the Head of Teacher Training and the school admin immediately if you are sick and cannot attend the live zoom session.

B. Meeting Deadlines

The GHS Teacher Training course follows a course schedule, which stipulates the due dates for all Teaching in Practice activities. This schedule is created by the Training team at the start of your course. The course schedule keeps the Teacher Trainer aware of the assignment due dates and allows Teacher Trainers to provide descriptive feedback in a timely manner. The Rosedale LMS will NOT accept submissions after the due date has passed.

Classroom teachers who do NOT submit their work by the deadline will receive a grade of zero on that assignment.

If an unexpected sickness or circumstance occurs and you are unable to submit by the deadline:

- Submit a request of an extension with approval from your local school admin to Head of Teacher Training. Head of Teacher Trainer will then evaluate your situation and set a deadline extension if approved.
- All extensions granted will be within 1 week (from predefined deadline or within 1 week of completion of the last live session).

The independent and self-paced learning modules in Rosedale LMS platform must be completed before attending the live zoom sessions whereas the Teaching in Practice activities must be completed by Sunday of that week. Please refer to the deadlines to your assigned cohort below:

Course Schedule - Cohort A: June 28th, 2021

Week #	Unit #	Independent Learning Module: Self-paced	Group Live Session	Teaching in Practice Deadline
Week 1	Unit 1 (1-1 to 1-4)	Complete by Mon June 28, 2021	Tue June 29, 2021	Sun Jul 4, 2021
Week 2	Unit 2 (2-1 to 2-5)	Complete by Mon July 5, 2021	Tue July 6, 2021	Sun Jul 11, 2021
Week 3	Unit 3 (3-1 to 3-4)	Complete by Mon July 12, 2021	Tue July 13, 2021	Sun Jul 18, 2021
Week 4	Unit 3 (3-5 to 3-8)	Complete by Mon July 19, 2021	Tue July 20, 2021	Sun Jul 25, 2021
Week 5	Unit 4 (4-1 to 4-4)	Complete by Mon July 26, 2021	Tue July 27, 2021	Sun Aug 1, 2021

Course Schedule - Cohort B: July 12th, 2021

Week #	Unit #	Independent Learning Module: Self-paced	Group Live Session	Teaching in Practice Deadline
Week 1	Unit 1 (1-1 to 1-4)	Complete by Sun July 11, 2021	Mon July 12, 2021	Sun Jul 18, 2021
Week 2	Unit 2 (2-1 to 2-5)	Complete by Sun July 18, 2021	Mon July 19, 2021	Sun Jul 25, 2021
Week 3	Unit 3 (3-1 to 3-4)	Complete by Sun July 25, 2021	Mon July 26, 2021	Sun Aug 1, 2021
Week 4	Unit 3 (3-5 to 3-8)	Complete by Sun Aug 1, 2021	Tue Aug 3, 2021	Sun Aug 8, 2021
Week 5	Unit 4 (4-1 to 4-4)	Complete by Sun Aug 8, 2021	Mon Aug 9, 2021	Sun Aug 15, 2021

Course Schedule - Cohort C: August 9th, 2021

Week #	Unit #	Independent Learning Module: Self-paced	Group Live Session	Teaching in Practice Deadline
Week 1	Unit 1 (1-1 to 1-4)	Complete by Mon Aug 9, 2021	Tue Aug 10, 2021	Sun Aug 15, 2021
Week 2	Unit 2 (2-1 to 2-5)	Complete by Mon Aug 16, 2021	Tue Aug 17, 2021	Sun Aug 22, 2021
Week 3	Unit 3 (3-1 to 3-4)	Complete by Mon Aug 23, 2021	Tue Aug 24, 2021	Sun Aug 29, 2021
Week 4	Unit 3 (3-5 to 3-8)	Complete by Mon Aug 30, 2021	Tue Aug 31, 2021	Sun Sept 5, 2021
Week 5	Unit 4 (4-1 to 4-4)	Complete by Mon Sept 6, 2021	Tue Sept 7, 2021	Sun Sept 12, 2021

Course Schedule - Cohort D: August 23rd, 2021

Week #	Unit #	Independent Learning Module: Self-paced	Group Live Session	Teaching in Practice Deadline
Week 1	Unit 1 (1-1 to 1-4)	Complete by Sun Aug 22, 2021	Mon Aug 23, 2021	Sun Aug 29, 2021
Week 2	Unit 2 (2-1 to 2-5)	Complete by Sun Aug 29, 2021	Mon Aug 30, 2021	Sun Sept 5, 2021
Week 3	Unit 3 (3-1 to 3-4)	Complete by Sun Sept 5, 2021	Tue Sept 7, 2021	Sun Sept 12, 2021
Week 4	Unit 3 (3-5 to 3-8)	Complete by Sun Sept 12, 2021	Mon Sept 13, 2021	Sun Sept 19, 2021
Week 5	Unit 4 (4-1 to 4-4)	Complete by Sun Sept 19, 2021	Mon Sept 20, 2021	Sun Sept 26, 2021

C. Academic Integrity

At the time joining Global High School Program, all staff and students are required to complete the Academic Integrity Module and sign the Academic Integrity Contract. Our classroom teachers are our students' role models and must refrain from any academic misconduct. Any classroom teacher who breaks their Academic Integrity Contract can expect to receive the consequences listed below.

Cheating in Teaching in Practice Evaluations

Cheating on an assignment includes the following actions:

- Sharing or allowing another Classroom Teacher to copy or use his/her assignment

Plagiarism in Teaching in Practice Evaluations

Plagiarism is the theft or improper use of someone else's work. This includes the unacknowledged use of another person's words, ideas, arguments, or research.

Plagiarism includes (but is not limited to):

- Using the words or phrases of another writer directly without inserting quotations and adding a citation
- Using the ideas of another writer without proper citations
- Copying and pasting material from the internet
- Using graphs, charts, figures, or images from an external source without citation

Consequences to Academic Integrity Violation

First Offence:

- The submitted work will receive a grade of zero
- An Academic Integrity Violation report is sent to the Partner School administrator.
- The classroom teacher will resubmit the affected assignment to improve their grades otherwise the grade will remain as zero.

Second Offence:

- The classroom teacher will be removed from the teacher training program without certification and the classroom teacher's Rosedale LMS account will be suspended.

D. Rosedale Service Level Agreement - Grading

Item	Accountable Party	Timeline
Setting Deadline Manager Schedule	Teacher Training Team	No later than 3 business days after the course enrolment. Teacher Training team sets up the Deadline Manager schedule for each cohort/group.
Teaching in Practice Grading	Teacher Trainer	No later than 5 business days after the submission deadline, when the Classroom Teacher's submission meets the deadline.

- **Business Day:** Monday to Friday EST, excluding Canadian public holidays.
- **Christmas and New Year Office Closure:** Rosedale Toronto office closes for two weeks during Christmas and New Year. The exact dates may vary from year to year. An early announcement will be distributed to Partner Schools at the beginning of December each year.
- The guaranteed grading turn-around time is calculated based on the activity due date that is set in the Deadline Manager. This applies even if the work is submitted early. Conversely, if a submission occurs after the due date, as may be the case with resubmissions and extensions, the grading turn-around time is based on the actual date of submission.

E. Code of Conduct

All Classroom Teachers must comply with the Code of Conduct set out by Rosedale Academy:

- Demonstrate honesty and integrity.
- Treat others with dignity and respect, especially when there is disagreement.
- Respect and treat others fairly, regardless of race, ancestry, place of origin, colour, ethnic origin, creed, sex, age, family status, or ability.
- Respect the needs of others to work in an environment that is conducive to learning and teaching.