

# CHECKLIST FOR OUTLINES OF COURSES OF STUDY 2018-2019

<b>Private School:</b>			
<b>Course:</b>		<b>Course Code:</b>	
<b>Components:</b>		<b>Comments:</b>	
<b>Title Page</b>  <i>Check off the following items to confirm that all of these components are included in each Outline of Course of Study.</i>			
<input type="checkbox"/> Name of school			
<input type="checkbox"/> Department			
<input type="checkbox"/> Names of the department head, the classroom program developers or teachers			
<input type="checkbox"/> Course development date			

<b>Components:</b>	<b>Comments:</b>
<input type="checkbox"/> Course reviser/revision date	
<input type="checkbox"/> Course title/grade/course type	
<input type="checkbox"/> Ministry course code	
<input type="checkbox"/> Credit value	
<input type="checkbox"/> Name of the Ministry curriculum policy documents from which the course has been developed and publication date	
<input type="checkbox"/> Prerequisites and co requisites, if any	

<b>Components:</b>	<b>Comments:</b>
<b>Course Description/Rationale</b> <input type="checkbox"/> As per the description in the appropriate policy document	
<b>Overall Curriculum Expectations</b> <input type="checkbox"/> Taken from appropriate policy document	
<b>Outline of Course Content</b> <input type="checkbox"/> Titles of all units in the course <input type="checkbox"/> Units listed in the sequence of delivery <input type="checkbox"/> Approximate time for each unit adds up to 110 hours	
<b>Teaching &amp; Learning Strategies</b> <input type="checkbox"/> Appropriate to the course type (i.e., strategies reflecting the appropriate balance of theoretical components and practical applications for the particular type of course) <input type="checkbox"/> Appropriate to the range of students' learning needs	
<b>Strategies for Assessment &amp; Evaluation of Student Performance</b> <input type="checkbox"/> Appropriate to the course type <input type="checkbox"/> Appropriate to the students' range of learning needs	

<b>Components:</b>	<b>Comments:</b>
<p><b>Considerations for Program Planning</b></p> <p><input type="checkbox"/> How the course incorporates, as appropriate, considerations for program planning that align with Ministry and board policy and initiatives e.g. planning related to students with special needs, English language learners, environmental education, equity and inclusive education, financial literacy education, the Ontario First Nation, Metis, and Inuit education policy framework, the role of information and communications technology, career education, cooperative education, health and safety.</p>	
<p><b>Resources</b></p> <p><input type="checkbox"/> Resources including the names of the textbooks and resource materials that are essential to the course.</p>	