

The purpose of the Ministry of Education's inspection of a private school is to ascertain whether the instruction in secondary school courses being delivered is in compliance with Ministry of Education requirements. The structure of the courses, the delivery of the curriculum expectations, the assessment and evaluation strategies and the work of the students must be congruent with Ontario Schools, Kindergarten to Grade 12, Policy and Program Requirements (OS K-12) 2011, Growing Success: Assessment, Evaluation, and Reporting in Ontario Schools, 2010, Ontario Student Record (OSR) Guideline, 2000, Ontario Student Transcript (OST) Manual, 2010, curriculum documents and applicable Policy/Program Memoranda.

The Ministry of Education's inspection report is based on evidence gathered through the review of pre-inspection materials and on-site discussions with the principal and other school staff. Information is also gathered through observations during classroom visits, review of samples of students' work, examination of school policies/procedures, and the examination of school records.

Fields marked with an asterisk (*) are required.

[Update Form](#)
School Information

Name of the School Toronto International College	School BSID # 665800
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Address				
Unit Number 500	Street Number 3550	PO Box	Street Name Victoria Park Avenue	
City/Town Toronto	Province ON	Postal Code M2H 2N5		

Website address
[www.ticedu.ca](#)

Telephone Number 416 498-9299	Email Address dean@ticedu.ca
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☒ Mailing address is same as the above

Mailing Address

Unit Number	Street Number	Street Name	PO Box
City/Town	Province	Postal Code	

Principal		
Last Name Jiang	First Name Anchuan	Middle Initial

Number of Credit Courses Taught			
Grade 9 0	Grade 10 1	Grade 11 4	Grade 12 17

Total Student Enrolment in Credit Courses			
Grade 9 0	Grade 10 2	Grade 11 16	Grade 12 45

School Description

[Toronto International College](#) offers three sessions: Fall, Winter and Spring and operates Mon-Fri between the hours of 9:00am to 5:30pm. Most students at the school are international students. Therefore, five-level ESL programs are offered to new students upon registration to provide foundations in language proficiency.

☐ This is a new school and there was no previous inspection

Previous Inspection

1. Date of Previous Inspection (yyyy/mm/dd)
[2014/03/18](#)

[Remove Date \(-\)](#)
Inspecting Supervisory Officer

Last Name 1. Acton	First Name Karen	Add Officer (+)	Remove Officer (-)
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[Add Date \(+\)](#)

Current Inspection

1. Date of Current Inspection (yyyy/mm/dd)

[Remove Date \(-\)](#)

2016/06/14

Inspecting Supervisory Officer

Last Name

First Name

[Add Officer \(+\)](#)[Remove Officer \(-\)](#)

1. Bertrand

Paul

[Add Date \(+\)](#)**Section 1 – Follow-up From Previous Inspection Report****Issues** - The following Issue(s) was/were identified in the previous inspection report:

Issue(s) from Previous Report	Status	Current Comments
1. More evidence of varied student achievement for assessment (for and as learning) and evaluation (of learning) needs to be collected over time, especially from observations and conversations. (Growing Success, 2010, page 39)	<input checked="" type="checkbox"/> Addressed <input type="checkbox"/> Not Addressed <input type="checkbox"/> Does Not Apply	
2. Effective learning goals and success criteria need to be created and utilized in the classroom to provide descriptive feedback and to assist students in meeting the curriculum expectations. (Growing Success, 2010, pages 28, 29 and 33)	<input checked="" type="checkbox"/> Addressed <input type="checkbox"/> Not Addressed <input type="checkbox"/> Does Not Apply	

[Add Issue Item](#)[Remove Issue Item](#)**Recommendations** - The following Recommendations(s) was/were identified in the previous inspection report:

Recommendations(s) from Previous Report	Status	Current Comments
1. Use of the Four Categories of the Achievement Chart was evident in many tests and rubrics and assignments. However, more consistent use in all classes is recommended, as well as using a method to calculate marks that can allocate the correct percentages of the four categories towards the final mark on the report card.	<input checked="" type="checkbox"/> Addressed <input type="checkbox"/> Not Addressed <input type="checkbox"/> Does Not Apply	
2. It is suggested that all assignments are routinely checked for plagiarism, as the inspector found evidence of student work that was copied word-for-word from the internet.	<input checked="" type="checkbox"/> Addressed <input type="checkbox"/> Not Addressed <input type="checkbox"/> Does Not Apply	

[Add Recommendation Item](#)[Remove Recommendation Item](#)**Section 2 – School Policies, Practices and Procedures****Criteria****1. School Course Calendar**

The School Course Calendar contains complete, detailed, accurate, and up-to-date information about diploma requirements and the programs and courses offered by the school.

Implementation
☐ All or Most of the Time
 ☒ Sometimes
 ☐ Seldom or Not at All
Issues*

Four items were not included in the school course calendar.

Required Resolutions*

The principal will ensure that the following items are included in the next version of the school course calendar:

requirements for the OSSC and Certificate of Accomplishment, description of experiential learning programs and full disclosure policy.

2. Community Involvement

The school establishes a procedure for completing the community involvement requirement.

Compliance

☒ Yes ☐ No ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

2.1. Students are provided with information and forms about the activities that are approved and the activities that are ineligible.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

2.2. The school indicates on the Ontario Student Transcript (OST) that the student has completed the community involvement requirement.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

3. Ontario Secondary School Literacy Requirement

The school establishes a procedure for the Ontario Secondary School Literacy Test (OSSLT) to include, if applicable, accommodations, deferrals and exemptions.

Compliance

☒ Yes ☐ No ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

3.1. The school establishes a procedure for offering the Ontario Secondary School Literacy Course (OSSLC).

Compliance

☒ Yes ☐ No ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

3.2. The school records the completion of the Provincial Secondary School Literacy Requirement on the Ontario Student Transcript (OST).

Compliance

☒ Yes ☐ No ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

4. Substitutions

There is an established procedure for the substitution of compulsory courses.

Compliance

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

4.1. There is appropriate documentation in the Ontario Student Record (OSR) for substitutions of compulsory courses.

Compliance

☒ N/A

Implementation

☐ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

4.2. Substitutions are indicated with an "x" on the Ontario Student Transcript (OST).

Compliance

☒ N/A

Implementation

☐ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

5. Reach Ahead Credits

There is an established procedure for the supervision of elementary students who take secondary “reach ahead” courses.

Compliance

☐ Yes ☐ No ☒ N/A

6. Prerequisite

There is an established procedure for waiving prerequisites.

Compliance

☒ Yes ☐ No ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

6.1. There is appropriate documentation in the Ontario Student Record (OSR) when prerequisites are waived.**Compliance**

☐ N/A

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

7. Attendance

There is an established policy regarding student attendance.

Compliance

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

7.1. There is an established procedure for recording student absences.**Compliance**

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

8. PLAR

There is an established procedure for awarding credit equivalencies.

Compliance

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

8.1. There is a copy of the equivalency assessment in the Ontario Student Record (OSR).**Compliance**

☐ N/A

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

8.2. There is an established procedure for students who wish to challenge courses.**Compliance**

☐ Yes ☐ No ☒ N/A

9. Cooperative Education

Cooperative education and work experience programs are developed and implemented in accordance with ministry policy stated in Cooperative Education and Other Forms of Experiential Learning, 2000.

Compliance

8.3. There is documentation of the challenge process in the Ontario Student Record (OSR).

Compliance

☒ N/A

Implementation

☐ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

☐ Yes ☐ No ☒ N/A

Implementation

☐ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

10. Courses Earned Through Other Means (Alternative Ways of Earning Credits). There is an established procedure for courses earned through the Independent Learning Centre.

Compliance

☒ Yes ☐ No ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

10.1.1. There is an established procedure for earning courses through distance education

Compliance

☐ Yes ☐ No ☒ N/A

10.1.2. There is an established procedure for offering courses through independent study.

Compliance

☐ Yes ☐ No ☒ N/A

10.1.3. There is an established procedure for offering courses through private study.

Compliance

☐ Yes ☐ No ☒ N/A

10.2. Records for independent study and/or private study show evidence that student work is assessed and evaluated according to the overall curriculum expectations.

Compliance

☒ N/A

Implementation

☐ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

10.3. Records for independent study and/or private study show evidence that the scheduled instructional time for courses corresponds to the Outlines of Courses of Study.

Compliance

☒ N/A

Implementation

☐ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

11. Outlines of Courses of Study

Outlines of the Courses of Study include at least the information as per OS 5.3.2.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

11.1. The school retains on file up-to-date copies of the outlines of all of courses of study for courses offered at the school.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

11.2. Outlines of Courses of Study are available at the school for parents and students to examine.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

12. Music Certificates

Music Certificates accepted for credit are on file.

Compliance

☐ Yes ☐ No ☒ N/A

13. Hours for Credits

All full-credit courses are scheduled for a minimum of 110 hours and all half-credit courses are scheduled for a minimum of 55 hours as documented on the school's timetable.

Compliance

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

14. Locally Developed Courses

There is documentation of Ministry of Education approval of locally developed courses.

Compliance

☐ Yes ☐ No ☒ N/A

Section 3 – Classroom Evidence: Instruction of Curriculum Expectations, Assessment and Evaluation of Student Achievement

1. All curriculum expectations set out in the curriculum policy documents are accounted for in instruction through lesson/unit planning. (Growing Success, 2010, page 38)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

2. Evaluation focuses on students' achievement of the overall expectations. A student's achievement of the overall expectations is evaluated on the basis of his/her achievement of related specific expectations. (Growing Success, 2010, page 38)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

3. Student learning is assessed and evaluated in a balanced manner with respect to the four categories of the achievement chart. (Growing Success, 2010, page 17)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

4. Evaluation is based on assessment of learning that provides evidence of student achievement at strategic times throughout the course. (Growing Success, 2010, page 38)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

5. Evidence of student achievement for evaluation is collected over time from three different sources - observations, conversations, and student products. This evidence is taken into account when determining the final grade. (Growing Success, 2010, page 39)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

6. Learning goals are clearly articulated and linked to success criteria. (Growing Success, 2010, pages 28, 29 and 33)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

- 6.1. The success criteria are used to develop an assessment tool, such as a checklist, a rubric, or an exit card, etc. (Growing Success, 2010, pages 28, 29 and 33)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

6.2 Assessment and evidence for learning and assessment as learning support students in understanding the learning goals.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☒ Yes ☐ No

Recommendations

It is recommended that the principal conduct professional development on increased peer assessment and self evaluation activities that use the success criteria to provide meaningful feedback to improve student learning.

7. Assessment, evaluation, and reporting are ongoing, varied in nature, administered over a period of time to provide multiple opportunities for students to demonstrate the full range of their learning. (Growing Success, 2010, page 6)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

8. To the extent possible, the evaluation of learning skills and work habits, apart from any that may be included as part of a curriculum expectation, in a subject or course, are not considered in the determination of a student's grades. (Growing Success, 2010, pages 10 and 45)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

9. 70 % of the final grade is based on evaluation conducted throughout the course, reflecting the student's most consistent level of achievement throughout the course with special consideration given to more recent evidence of achievement. (Growing Success, 2010, page 41)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

10. 30% of the final grade is based on a final evaluation administered at or toward the end of the course. (Growing Success, 2010, page 41)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

11. 30 % of the grade (final evaluation) is based on evidence from one or a combination of the following: an examination, a performance, an essay, and/or another method of evaluation suitable to the course content. (Growing Success, 2010, page 41)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

12. The final evaluation allows the student an opportunity to demonstrate comprehensive achievement of the overall expectations for the course. (Growing Success, 2010, page 41)

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

13. The school's policies relating to "Cheating and Plagiarism" are in compliance with Growing Success, 2010, pages 42 and 43.

Compliance

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

14. The school's policies relating to "Late and Missed Assignments" are in compliance with Growing Success, 2010, page 44.

Compliance

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

Section 4 – School Record Keeping: Ontario Student Record (OSR)

1. The school has a policy on the establishment, maintenance, retention, transfer and disposal of a record in compliance with the Ontario Student Record (OSR) Guideline, 2000.

Compliance

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

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2. The school holds the Ontario Student Record (OSR).

Compliance

☒ Yes ☐ No ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

-
3. The materials in the Ontario Student Record (OSR) are collected and stored in accordance with the policies in the Ontario Student Record (OSR) Guideline, 2000 and the policies established by the school.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

-
4. The security of the Ontario Student Record (OSR) is ensured.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

-
5. Information is recorded correctly on all sections of the Ontario Student Record (OSR) folder.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

-
6. A report card is filed in the Ontario Student Record (OSR) folder for each student who has been enrolled in the school.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

-
7. When a Documentation File is required it is kept in the Ontario Student Record (OSR) folder.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

-
8. The office index cards are maintained.

Implementation

☒ All or Most of the Time ☐ Sometimes ☐ Seldom or Not at All

Ministry Recommendation

☐ Yes ☒ No

Compliance

☒ Yes ☐ No

Ministry Recommendation

9. Where the school maintains the Ontario Student Record (OSR), the school initiates, maintains, issues, and stores an Ontario Student Transcript (OST) for every student enrolled in accordance with the Ontario Student Transcript (OST) Manual, 2010.

☐ Yes ☒ No

10. The Ontario Student Transcript (OST) is a cumulative and continuous record of a student's completion of courses.

Compliance

☒ Yes ☐ No

Ministry Recommendation

☐ Yes ☒ No

11. A hard copy of the Ontario Student Transcript (OST) for every student who has retired or graduated is filed in the Ontario Student Record (OSR).

Compliance

☒ Yes ☐ No ☐ N/A

Ministry Recommendation

☐ Yes ☒ No

Section 5 – Schools offering On-line Credits

Does the school offer online courses or online instruction ?

☐ Yes ☒ No

Section 6 – Statistical Reporting

The school has submitted all required statistical data as per the legislative requirement under 16(5) of the *Education Act*.

☒ Addressed ☐ Not Addressed ☐ Not Applicable

Authorization to Grant Credits

The principal has authority to grant credits for this school ☒ Yes ☐ No

Next Inspection

Based on the evidence from this inspection, the next inspection is scheduled for:

☐ Same School Year: 2015 - 2016 ☐ The Next School Year: 2016 - 2017 ☒ In Two Years: 2017 - 2018

Section 7 – Summary of Inspection

Issue(s)	Resolutions
Four items were not included in the school course calendar.	The principal will ensure that the following items are included in the next version of the school course calendar: requirements for the OSSC and Certificate of Accomplishment, description of experiential learning programs and full disclosure policy.

Recommendations

It is recommended that the principal conduct professional development on increased peer assessment and self evaluation activities that use the success criteria to provide meaningful feedback to improve student learning.

Signature

Inspector Last Name

Bertrand

Inspector First Name

Paul

Signature

Date of the Report (yyyy/mm/dd)

2016/08/04

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