



# Calculating your Class Cap

(2011-2012)



Course Type (with code)	Class Cap	Course Type (with code)	Class Cap
University ("U")	30	Workplace ("E")	19
Academic ("D")	28	Technical Shops* & Family Studies practical classes where equipment being used poses a safety hazard	19
University&College ("M")	28	Essential, Pathways, Workways, Literacy, Learning Strategies, PAL/Transitions	15
College ("C")	28	Co-op (each 1.0 credit assigned to a co-op teacher shall be deemed equivalent to a 1.0 pupil) <i>Please read article 13.10.03 of the Collective Agreement</i>	25
Open ("O") grade 11, 12 levels	27		
Applied ("P") Open ("O") grade 9, 10 levels	24	Dual Credits	22 credits

\* Grade 9 Integrated Technology courses where students use stationary powered equipment, compressed air tools, torches, hand-held power tools (designed to shape, cut, grind, or bore holes into materials), and/or equipment required by the Employer to have a "Stop" sign affixed to them shall be considered a class where "equipment being used poses a safety hazard", regardless of the frequency and regularity of use of such tools or equipment

**Step 1:** Identify the course assignment from the "Course Type (with code)" column. If you have a Multi-level or Multi-grade course (i.e. a combined course), use the **course type** that has the lowest "Class Cap" value.

**Step 2:** The corresponding value in the "Class Cap" column is the **MAXIMUM** number of students allowed in that class.

**COMPARE** the class cap with the actual class size. Do this on a regular basis.  
**Count ALL** students in your classes (registered, integrated, etc.)  
**INFORM** your Steward immediately of any class cap violation

**Class caps are in effect every day of the semester as of Sept 20, 2011 (sem 1) & Feb 17, 2012 (sem 2)**  
 (all On-line Courses: caps are effective as of the first day of each semester)