

VCE Requirements

The VCE is the single qualification which marks the completion of senior high school. The VCE can be used as a credential for entry to employment and for promotion, or to qualify for selection into a university, college, or Technical and Further Education (TAFE) course.

The minimum requirement for the award of VCE is the satisfactory completion of 16 units, which must include:

- three units from the English group, with at least two consecutive units at Unit 3 and 4 level
- at least three sequences of Units 3 and 4 in subjects other than English, which may include any number of English sequences once the English requirement has been met.

Adult Students Returning to Study

Students must meet two criteria to be enrolled as an adult with the VCAA:

- be at least 18 years of age on 1 January, 2022
- have not undertaken full-time secondary schooling for the full year preceding the first year of enrolment as an adult
- part-time schooling is the equivalent of no more than seven units across the year.

To satisfy requirements for the award, the VCE students must satisfactorily complete at least eight units including:

- two consecutive units from the English group at Unit 3 and 4 level
- three sequences of Units 3 and 4 in studies other than English.

Australian Tertiary Admission Rank (ATAR)

The results of school-based and external assessments for Units 3 and 4 contribute towards a student's study score for each subject, and ultimately toward their Australian Tertiary Admission Rank (ATAR). The ATAR is used by tertiary institutions to compare the overall achievement of students in order to offer places in university courses. Satisfactory completion of both Units 3 and 4 of an English sequence and three additional Unit 3 and 4 sequences is required for the calculation of a student's ATAR.

How a student's ATAR is calculated:

- your best study score in any one of the Unit 3 & 4 English studies, plus
- your three next best Unit 3 & 4 study scores, plus
- 10% of the fifth and/or sixth 3 & 4 study (where available).

Further information including the rules and restrictions about which studies can be included in your aggregate can be found at <https://www.vtac.edu.au/atar-scaling-guide-2022.html> Before selecting your subjects you should consider if there are any prerequisite subjects in order to be eligible for selection to a particular tertiary course. You can do this by accessing the VTAC guide online at www.vtac.edu.au

If you would like information on how to choose subjects that meets the minimum requirements for VCE completion, please see: www.vsv.vic.edu.au/students/senior-school/

Non-scored VCE

Students can complete their VCE without receiving an ATAR. They are required to demonstrate an understanding of each outcome and unit for satisfactory completion, however no achievement score is reported. Students will receive a satisfactory (S) or a non-satisfactory (N) for a unit. Students can choose this program for a range of reasons, but it is important to consider the implications this may have on your pathway options. The minimum requirements of the VCE still apply. To discuss a non-scored program, please contact the Year 12 Student Coordinator.

VCE Supervisor Details



All Year 11 and 12 students must nominate a supervisor who will receive and oversee the completion of their assessments. Supervisors must be over 18 years old and willing to abide by the rules set by each assessment. Once completed, the student and the supervisor will need to sign an authentication declaration and send the assessment material back to VSV.

Students who are also enrolled at a mainstream school do not need to complete this section. Instead, they must complete the 'Shared enrolments between VSV and another Victorian school' section on page 55.

Supervisor Information

Supervisor's Family Name:	<input type="text"/>																												
Supervisor's First Name:	<input type="text"/>																												
No. & Street/ PO Box Details:	<input type="text"/>																												
Suburb/Town:	<input type="text"/>												State:	<input type="text"/>			Postcode:	<input type="text"/>											
Home Phone No:	<input type="text"/>												Mobile Phone No:	<input type="text"/>															
Email Address:	<input type="text"/>																												

Unique email address is required in order to register for access to VSV Connect.

Supervisor's Signature: _____ Date: _____

2022 VCE Subjects Selection



Before selecting your subjects, make sure you read through the Subject Information pages at www.vsv.vic.edu.au/subjects. Once you are ready, tick the unit(s) you wish to undertake each semester on the table below. VSV recommends students completing a full-time VCE program select 4 subjects, which equates to 8 units. For example, English Unit 1 and 2 is 2 units or 1 subject. It is recommended that students study both Units 1 and 2. Year 12 students must complete both Units 3 and 4 of a subject. At the bottom of **page 39** write the total number of Units you have selected for each semester.

Subject (tick your selection)	Unit 1		Unit 2		Unit 3		Unit 4	
	Code	Sem 1	Code	Sem 2	Code	Sem 1	Code	Sem 2
Accounting [#]	520AC011	<input type="checkbox"/>	720AC022	<input type="checkbox"/>	620AC033	<input type="checkbox"/>	820AC034	<input type="checkbox"/>
Agricultural & Horticultural Studies	567AH011	<input type="checkbox"/>	767AH022	<input type="checkbox"/>	667AH033	<input type="checkbox"/>	867AH034	<input type="checkbox"/>
Algorithmics ¹					665AL033	<input type="checkbox"/>	865AL034	<input type="checkbox"/>
Applied Computing	560IT011	<input type="checkbox"/>	760IT012	<input type="checkbox"/>				
Applied Computing: Data Analytics					660IT023	<input type="checkbox"/>	860IT024	<input type="checkbox"/>
Applied Computing: Software Development					661IT033	<input type="checkbox"/>	861IT034	<input type="checkbox"/>
Art	529AR011	<input type="checkbox"/>	729AR022	<input type="checkbox"/>	629AR033	<input type="checkbox"/>	829AR034	<input type="checkbox"/>
Australian and Global Politics	513PS041	<input type="checkbox"/>	713PS042	<input type="checkbox"/>				
Australian Politics					613PS033	<input type="checkbox"/>	813PS034	<input type="checkbox"/>
Biology	548BI011	<input type="checkbox"/>	748BI022	<input type="checkbox"/>	648BI033	<input type="checkbox"/>	848BI034	<input type="checkbox"/>
Bridging English as an Additional Language	511EN111	<input type="checkbox"/>	711EN112	<input type="checkbox"/>				
Business Management	521BM011	<input type="checkbox"/>	721BM022	<input type="checkbox"/>	621BM033	<input type="checkbox"/>	821BM034	<input type="checkbox"/>
Chemistry ^{# ^}	551CH011	<input type="checkbox"/>	751CH022	<input type="checkbox"/>	651CH033	<input type="checkbox"/>	851CH034	<input type="checkbox"/>
Classical Studies	509CS011	<input type="checkbox"/>	709CS022	<input type="checkbox"/>	609CS033	<input type="checkbox"/>	809CS034	<input type="checkbox"/>
Dance ^{^ 2}	528DA011	<input type="checkbox"/>	728DA022	<input type="checkbox"/>	628DA033	<input type="checkbox"/>	828DA034	<input type="checkbox"/>
Drama	568DR011	<input type="checkbox"/>	768DR022	<input type="checkbox"/>	668DR033	<input type="checkbox"/>	868DR034	<input type="checkbox"/>
Economics	522EC011	<input type="checkbox"/>	722EC022	<input type="checkbox"/>	622EC033	<input type="checkbox"/>	822EC034	<input type="checkbox"/>
English	501EN011	<input type="checkbox"/>	701EN012	<input type="checkbox"/>	601EN013	<input type="checkbox"/>	801EN014	<input type="checkbox"/>
English as an Additional Language ²					602EN093	<input type="checkbox"/>	802EN094	<input type="checkbox"/>
Environmental Science	569EV011	<input type="checkbox"/>	769EV022	<input type="checkbox"/>	669EV033	<input type="checkbox"/>	869EV034	<input type="checkbox"/>
Extended Investigation ³					611XI033	<input type="checkbox"/>	811XI034	<input type="checkbox"/>
Food Studies	564FY011	<input type="checkbox"/>	764FY022	<input type="checkbox"/>	664FY033	<input type="checkbox"/>	864FY034	<input type="checkbox"/>
Foundation English ⁴	502EN101	<input type="checkbox"/>	702EN102	<input type="checkbox"/>				
Foundation Mathematics ⁴	540MA101	<input type="checkbox"/>	740MA102	<input type="checkbox"/>				
Further Mathematics ⁵					641MA073	<input type="checkbox"/>	841MA074	<input type="checkbox"/>
General Mathematics [#]	541MA071	<input type="checkbox"/>	741MA072	<input type="checkbox"/>				
Geography	519GE011	<input type="checkbox"/>	719GE022	<input type="checkbox"/>	619GE033	<input type="checkbox"/>	819GE034	<input type="checkbox"/>
Global Politics					614PS053	<input type="checkbox"/>	814PS054	<input type="checkbox"/>

2022 VCE Subjects Selection



Subject (tick your selection)	Unit 1		Unit 2		Unit 3		Unit 4	
	Code	Sem 1	Code	Sem 2	Code	Sem 1	Code	Sem 2
Health and Human Development	536HH011	<input type="checkbox"/>	736HH022	<input type="checkbox"/>	636HH033	<input type="checkbox"/>	836HH034	<input type="checkbox"/>
History: Ancient	516HI191	<input type="checkbox"/>	716HI212	<input type="checkbox"/>	616HI173	<input type="checkbox"/>	816HI174	<input type="checkbox"/>
History: Australian History					612HI083	<input type="checkbox"/>	812HI084	<input type="checkbox"/>
History: Global Empires	514HI181	<input type="checkbox"/>	714HI182	<input type="checkbox"/>				
History: Modern	515HI031	<input type="checkbox"/>	715HI042	<input type="checkbox"/>				
History: Revolutions					615HI133	<input type="checkbox"/>	815HI134	<input type="checkbox"/>
Industry and Enterprise	523IE011	<input type="checkbox"/>	723IE022	<input type="checkbox"/>	623IE033	<input type="checkbox"/>	823IE034	<input type="checkbox"/>
Legal Studies	524LS011	<input type="checkbox"/>	724LS022	<input type="checkbox"/>	624LS033	<input type="checkbox"/>	824LS034	<input type="checkbox"/>
Literature	504LI011	<input type="checkbox"/>	704LI012	<input type="checkbox"/>	604LI013	<input type="checkbox"/>	804LI014	<input type="checkbox"/>
Mathematical Methods# ^	544MA111	<input type="checkbox"/>	744MA112	<input type="checkbox"/>	644MA113	<input type="checkbox"/>	844MA114	<input type="checkbox"/>
Media [†]	530ME011	<input type="checkbox"/>	730ME022	<input type="checkbox"/>	630ME033	<input type="checkbox"/>	830ME034	<input type="checkbox"/>
Music Investigation ²					627MC053	<input type="checkbox"/>	827MC054	<input type="checkbox"/>
Music Style and Composition	525MS011	<input type="checkbox"/>	725MS022	<input type="checkbox"/>	625MS033	<input type="checkbox"/>	825MS034	<input type="checkbox"/>
Outdoor & Environmental Studies ²	563OS11	<input type="checkbox"/>	763OS22	<input type="checkbox"/>	663OS33	<input type="checkbox"/>	863OS34	<input type="checkbox"/>
Philosophy	508PL011	<input type="checkbox"/>	708PL022	<input type="checkbox"/>	608PL033	<input type="checkbox"/>	808PL034	<input type="checkbox"/>
Physical Education	537PE011	<input type="checkbox"/>	737PE022	<input type="checkbox"/>	637PE033	<input type="checkbox"/>	837PE034	<input type="checkbox"/>
Physics	554PH011	<input type="checkbox"/>	754PH022	<input type="checkbox"/>	654PH033	<input type="checkbox"/>	854PH034	<input type="checkbox"/>
Product Design and Technology	562DT011	<input type="checkbox"/>	762DT022	<input type="checkbox"/>	662DT033	<input type="checkbox"/>	862DT034	<input type="checkbox"/>
Psychology	557PY011	<input type="checkbox"/>	757PY022	<input type="checkbox"/>	657PY033	<input type="checkbox"/>	857PY034	<input type="checkbox"/>
Sociology	507SO011	<input type="checkbox"/>	707SO022	<input type="checkbox"/>	607SO033	<input type="checkbox"/>	807SO034	<input type="checkbox"/>
Specialist Mathematics# ^	547MA091	<input type="checkbox"/>	747MA092	<input type="checkbox"/>	647MA093	<input type="checkbox"/>	847MA094	<input type="checkbox"/>
Theatre Studies	539TS011	<input type="checkbox"/>	739TS022	<input type="checkbox"/>	639TS033	<input type="checkbox"/>	839TS034	<input type="checkbox"/>
Visual Communication Design	533VC011	<input type="checkbox"/>	733VC022	<input type="checkbox"/>	633VC033	<input type="checkbox"/>	833VC034	<input type="checkbox"/>

[#]VSV recommends you satisfactorily complete Unit 1 before attempting Unit 2 of this subject.

[^]VSV recommends you satisfactorily complete Units 1 & 2 before attempting Units 3 & 4 of this subject.

¹Satisfactory completion of Mathematical Methods Units 1 & 2 is recommended before attempting this subject.

²Pre-enrolment Form required. See the relevant Subject Information page at www.vsv.vic.edu.au/subjects to access the form.

³Complete a letter of recommendation. See Subject Information page at www.vsv.vic.edu.au/subjects to access the pro forma.

⁴It is recommend that a pathways discussion is held with the Year Level Student Coordinator prior to choosing these subjects.

⁵Satisfactory completion of General Mathematics Units 1 & 2 is recommended before attempting this subject.

^{*}Complete a declaration for Units 3 & 4. See subject Information page at www.vsv.vic.edu.au/subjects to access the form.

Time commitment: Most VCE studies require students to undertake at least four and five hours of classes per week per study. This may be scheduled as one session or spread over two or more sessions per week. To support your learning in class, you will be expected to spend an equivalent amount of time on study outside of class. Students may opt to complete their VCE program over a longer period. Students should speak to the relevant Student Coordinator if they have further questions.

Total number of Units in Semester 1

Total number of Units in Semester 2



Previous VCE information

Name of school/institution where you last attended: Year Level last enrolled in:

Date last attended this school/institution: (mm/yyyy) / VCAA student number: (If known)

Have you completed any VCE Units in the past? No Yes (If Yes, list the VCE Units and the final results (S/N) only)

Unit	Result	Unit	Result

Is this your final year of VCE? No Yes Will VSV be your home school for VCAA purposes? No Yes
 If Yes, complete and attach the VCE Student Personal Details section on the following pages

VCE/VET study outside VSV

Are you studying VCE or VET subjects with another school or institution? (Including any language studies) No Yes

If you are studying VCE or VET subjects with another school or institution, list the name of that institution, the subject(s) contact name and phone number as we may need to contact them. For VET studies, you must also send us the full list of units of competence (on the training organisation's letterhead) being undertaken in the current year, including an assessment plan.

Institution Name: RTO Number:

Contact Person: Contact Number:

Other Subject(s):

Institution Name: RTO Number:

Contact Person: Contact Number:

Other Subject(s):

English as an additional language status

Are you applying for English as an additional language status? No Yes (If Yes, complete the following section)

Country of origin:

Date of last arrival in Australia: / /

Multiple entries to Australia? No Yes Cumulative residence in Australia: Years Months

VCE Student Personal Details 2022



VCAA Collection Notice for VCE and VCAL Students

Collection of Student Data

In order to perform its statutory functions the VCAA collects student personal information and assessment information (together referred to as Student Data) relating to students enrolled in, or intending to enrol in, the VCE and VCAL assessment programs, the International Baccalaureate (IB), or the General Achievement Test (GAT).

Personal information is defined in section 3 of the *Privacy and Data Protection Act 2014 (Vic)* (PDP Act) and is collected and handled by the VCAA in accordance with that Act.

Student Data is collected by the VCAA for the purposes of generating student final VCE, VCAL and GAT results (Student Results), assuring the quality and integrity of the VCE and VCAL assessment programs and for research purposes related to the VCAA's statutory powers and functions.

Student Data collected by the VCAA includes, but is not limited to the following:

- Name, date of birth and gender
- Contact details
- Aboriginal or Torres Strait Islander (ATSI) status
- Country of origin
- Enrolment details
- School graded assessments and results
- External assessments

In most instances, the VCAA collects Student Data directly from schools, however, it is sometimes necessary to collect Student Data from individual students and/or third parties. When a third party provides an individual's personal information, the VCAA requests that the individual is made aware that their personal and/or health information will be or has been provided to the VCAA; the purpose for which it will be or was provided; and to whom it will be or is likely to be disclosed.

Where the VCAA receives an application for Special Provision, personal and health information within the meaning of the *Health Records Act 2001 (Vic)* will also be collected for the purpose of assessing the student's eligibility to receive Special Provision. For such applications, the way in which the VCAA collects and handles the personal and/or health information will be identified at the point of collection.

Use and Disclosure of Student Data (and Student Results)

Student Data is disclosed to and used by authorised VCAA employees and/or contractors for the abovementioned purposes. Additionally, the VCAA discloses Student Data and/or Student Results for the purposes below. Student personal information collected will not otherwise be used or disclosed by the VCAA, except with the prior consent of the student (or student's parent or guardian where applicable) and in accordance with the PDP Act, or if the VCAA is required or otherwise permitted by law to do so.

Government school data is provided to the Department of Education and Training's Performance and Evaluation Division in order to comply with educational reporting requirements.

Victorian Registration and Qualifications Authority (VRQA)

Student Data and Student Results may be provided to the VRQA in relation to the VRQA's statutory functions in relation to the accreditation, delivery and maintenance of the VCE and VCAL, including the registration of schools and training organisations.



Victorian Electoral Commission (VEC)

The VCAA must comply with notices from the Victorian Electoral Commission (VEC) under section 26(4) of the *Electoral Act 2002 (Vic)* requiring the VCAA to provide information so that the VEC can:

- write to students when they turn 17 years of age to invite them to provisionally enrol to vote;
- provide students with information on enrolling and voting; and
- write to students who are already 18 years of age to advise them to enrol and that failure to do so may result in the VEC commencing enrolment activities in accordance with section 23A of the *Electoral Act 2002 (Vic)*.

International Education Division (IED), Department of Education and Training

The IED has a legal obligation to monitor the progress of international students to ensure they are in a position to complete the course within the expected duration specified on the student's Confirmation of Enrolment (CoE). The VCAA provides IED with student unique identifying number, name, school, VCE Program, and course credits granted.

Season of Excellence (SoE)

The VCAA discloses Student Data of high-achieving VCE students who have been short-listed by VCAA employees for Top Class, Top Talks, Top Arts, Top Screen and Top Designs to SoE panel members for final selection. Panels comprise Chief Assessors and Assessors and State Reviewers, who are engaged by the VCAA, in addition to a National Gallery of Victoria representative (Top Arts only) and Victorian school teachers.

De-identified information

The VCAA provides student personal information to Victorian and Australian Government agencies and statutory authorities to assist with forward planning related to education provision and reporting in a de-identified format. This may include information relating to students of Aboriginal and/or Torres Strait Islander origin. The VCAA may also provide de-identified data to external bodies who request data for research purposes.

Consequences if information is not provided

If the personal information requested on VCE and VCAL Student Personal Details Form is not provided, and/or Section A of this Form is not signed, the student may not be accepted for enrolment in the VCE or VCAL.

Access and correction

An individual may request access to personal information the VCAA holds about them and request its correction if inaccurate.

Further information

For further information please refer to the VCAA's Privacy Policy www.vcaa.vic.edu.au/Footer/Pages/Privacy.aspx or contact the VCAA on 1800 134 197.

This form is to be completed by all students upon your first enrolment in the Victorian Certificate of Education (VCE) or the Victorian Certificate of Applied Learning (VCAL).

Section A: Declaration

The Victorian Curriculum and Assessment Authority (VCAA) is a statutory authority continued under the *Education and Training Reform Act 2006 (Vic)*. The VCAA is responsible for curriculum, assessment and reporting in year levels Foundation to 12 for all Victorian school students.

All VCE and VCAL students must sign the declaration below in order to be enrolled.

Student declaration: I declare that to the best of my knowledge the information recorded on this form is correct and complete and includes my legal names. I acknowledge that the VCAA accepts no responsibility for verifying the information I have provided.

I acknowledge that:

- a) I will abide by and observe:
 - i) the rules and instructions relating to external assessments, including VCE and the General Achievement Test (GAT); **AND**
 - ii) any rules for school-based assessment, including school rules.
- b) I have received, read and understand the VCAA COLLECTION NOTICE FOR VCE AND VCAL STUDENTS.
- c) My school will provide my results to the VCAA for the purpose of VCE or VCAL assessment.
- d) The VCAA will provide my final VCE or VCAL results and GAT results to my home school, my educational provider if different from my home school, and may provide my results to the relevant school sector organisation.
- e) The VCAA will provide my name, enrolment details and results to the Victorian Tertiary Admissions Centre (VTAC) for:
 - i) inclusion in its password-protected Courselink database so that I can access my individual career and course options
 - ii) the calculation by VTAC of the Australian Tertiary Admissions Rank (ATAR) and
 - iii) if applicable, submission of my application for tertiary course selection.
- f) The email address I have provided on my enrolment form will be used by the VCAA for future communications with me, including the delivery of VCE results.

Student's Name: (please print) _____

Student's Signature: _____ Date: _____

You can sign all, any or none of the permissions and consents below. If you do not sign each of the following sub-sections, your work and/or results will not be used and/or disclosed.

Section B: Copyright (permission for use of student work)

I grant permission to the Victorian Curriculum and Assessment Authority (VCAA) and third parties authorised by the VCAA to use (including for publication, reproduction and distribution), free of charge, any work/s or parts of works produced by me in the course of assessment for the VCE or VCAL ('Material').

I understand that I will not be identified or acknowledged as a creator and that I retain copyright in the Material. I consent to any and all alterations, modifications and adaptations of the Material.

I agree not to assert any moral rights with respect to these acts and omissions as described above.

If you wish to give consent this year, sign below. If you do not wish to consent, do not sign below.

Student's Signature: _____ Date: _____



Section C: Consent to disclosure to other organisations

1. Publication of my results on the VCAA website and in newspapers.

I authorise the publication of my name, educational provider name, VCE studies and scores (of 40 or higher) on the VCAA public website and the disclosure of that information to metropolitan and regional newspapers for publication.

No Yes

Student's Signature: _____ Date: _____

2. Selection and announcement of awards.

I authorise the disclosure of my name, gender, telephone number, email and postal address to the Victorian Department of Education and Training (and its successors) and the Department of Premier and Cabinet (and its successors) for the selection of students for the Premier's VCE Awards and the Governor of Victoria's Australia Day Reception.

No Yes

Student's Signature: _____ Date: _____

3. Contact information to the On Track project.

I authorise the disclosure of my name, email, postal address, and telephone number to the Victorian Department of Education and Training (and its successors) for the purposes of being contacted to participate in the **On Track** project. On Track is a large-scale survey designed to monitor the destination outcomes of Year 12 completers and early leavers six months after leaving school to find out if they are on track to a bright future. Students who provide consent may be contacted after leaving school and assisted with further advice if they are not studying or in full time employment. For further information visit www.education.vic.gov.au/about/research/pages/ontrack.aspx

No Yes

Student's Signature: _____ Date: _____

Section D: Adults returning to study

Are you an adult returning to study? No Yes (If Yes, complete the following section)

Adult students must be at least 18 years of age on 1 January in the year of enrolment **AND** not have undertaken full-time secondary schooling for the full year preceding the first year of enrolment as an adult.

School last attended:

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Year Level last completed: Year 10 Year 11 Year 12 Year last attended:

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