

Subjects Offered Years 7-10

The subjects listed below run for one semester only. You cannot complete the same subject in both Semester 1 and Semester 2.

Year 7 Subjects

Subject	Code	Semester	
English	171	1	2
Mathematics	173	1	2
Science	180	1	2
Health and Physical Education	170	1	2
History	106	1	
Civics and Citizenship	107		2
Drama	127	1	2
Digital Technology	125	1	
Design Technology (Food)	122		2

Year 8 Subjects

Subject	Code	Semester	
English	281	1	2
Mathematics	283	1	2
Science	280	1	2
Health and Physical Education	270	1	2
Geography	209	1	
Economics And Business	216		2
Art	221	1	
Drama	227		2
Design Technology (Materials)	222	1	
Digital Technology	225		2

Year 9 Subjects

Subject	Code	Semester	
English	379	1	2
Mathematics	388	1	2
Science	392	1	2
Health and Physical Education	378	1	2
Civics and Citizenship	404	1	
Geography	311		2
Media*	341	1	2
Dance*	361		2
Music*	329	1	
Digital Technology*	360		2
Design Technology (Food)*	332	1	2

Year 10 Subjects

Subject	Code	Semester	
English	479	1	2
Mathematics	488	1	2
Maths For Living ¹	487	1	2
Science	492	1	2
Health and Physical Education	478	1	2
Economics and Business	422	1	
History	308		2
Psychology	342	1	2
Philosophy	409	1	
Research	406		2
Media*	327	1	2
Dance*	428		2
Music*	405		2
Digital Technology*	425	1	
Design Technology (Food)*	432	1	2

* These subjects can only be completed once over Years 9 and 10.

¹ Maths for Living is an alternative year 10 course that is designed for students who do not intend to do more advanced mathematics in VCE.

2023 VCE Subjects Offered

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. At the bottom of **page 19** write the total number of units you have selected for each semester.

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 should speak to the relevant Student Coordinator at their home school if they have further questions.

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: Creative Practice ²	529AR011	<input type="checkbox"/>	729AR022	<input type="checkbox"/>	629AR033	<input type="checkbox"/>	829AR034	<input type="checkbox"/>
Art: Making and Exhibiting ²	534SA011	<input type="checkbox"/>	734SA022	<input type="checkbox"/>	634SA033	<input type="checkbox"/>	834SA034	<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 ^{2,7}	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	538ENO91	<input type="checkbox"/>	738ENO92	<input type="checkbox"/>	602EN093	<input type="checkbox"/>	802EN094	<input type="checkbox"/>
English Language	505EL011	<input type="checkbox"/>	705EL012	<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"/>				
General Mathematics ^{#5}	541MA071	<input type="checkbox"/>	741MA072	<input type="checkbox"/>	641MA073	<input type="checkbox"/>	841MA074	<input type="checkbox"/>
Geography ⁷	519GE011	<input type="checkbox"/>	719GE022	<input type="checkbox"/>	619GE033	<input type="checkbox"/>	819GE034	<input type="checkbox"/>

Subject (tick your selection)	Unit 1		Unit 2		Unit 3		Unit 4	
	Code	Sem 1	Code	Sem 2	Code	Sem 1	Code	Sem 2
Global Politics					614PS053	<input type="checkbox"/>	814PS054	<input type="checkbox"/>
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: 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* ²	530ME011	<input type="checkbox"/>	730ME022	<input type="checkbox"/>	630ME033	<input type="checkbox"/>	830ME034	<input type="checkbox"/>
Music ²	581MC011	<input type="checkbox"/>	781MC012	<input type="checkbox"/>				
Music Inquiry ²					640MC053	<input type="checkbox"/>	840MC054	<input type="checkbox"/>
Music Contemporary Performance ²					683MC063	<input type="checkbox"/>	883MC064	<input type="checkbox"/>
Music Repertoire Performance ²					682MC043	<input type="checkbox"/>	882MC044	<input type="checkbox"/>
Music Composition ²					638MS033	<input type="checkbox"/>	838MS034	<input type="checkbox"/>
Outdoor & Environmental Studies ⁶	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"/>
Religion and Society	506RE011	<input type="checkbox"/>	706RE022	<input type="checkbox"/>	606RE033	<input type="checkbox"/>	806RE034	<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"/>
Systems Engineering ²	558SE011	<input type="checkbox"/>	758SE022	<input type="checkbox"/>				
Theatre Studies ^{2,7}	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 Student Coordinator prior to choosing these subjects.

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

⁶This subject has capped student numbers.

⁷This subject requires the student to attend an excursion/incursion. See Subject Information page at www.vsv.vic.edu.au/subjects prior to enrolling.

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

Total number of Units in Semester 1

Total number of Units in Semester 2

Students in Schools Enrolment Application 2023



For students currently enrolled at a mainstream school

Students in Years 7-10 can apply to enrol in a maximum of **ONE** subject and Year 11-12 students can apply to enrol in a maximum of **TWO** subjects using this application form. For more information, contact VSV.

Home School Information

Name of School:

No. & Street/PO Box Details:

Suburb/Town: State: Postcode:

Phone Number: DET Registered School Number:

Student Information

Year Level in 2023: Have you enrolled with VSV before? N Y Previous VSV No:

Your VSN: (if known) Your VCAA No: (if known)

Family Name:

First Name: Second Name:

Preferred Name:

Date of birth: / / Birth Sex: Female Male Self-described gender:

Student Contact Email:

Students MUST supply a unique email address. This needs to be different from their Parent/Carer/Sibling in order to have access to VSV Online and VSV Connect.

Student Mobile No: Home Phone No:

Student Postal Address: (No. & St/PO Box Details)

Suburb/Town: State: Postcode:

Enrolment Office Only

Enrol Officer	Date	Computer Generated Student ID	Materials Charge
			<input type="checkbox"/> Paid <input type="checkbox"/> Unpaid

Students in Schools Enrolment Application 2023



Parent/Carer Information

Access Restrictions

Is the student at risk? No Yes

Is there an Access Alert for the student? (tick) No Yes (If Yes, then complete the following questions and present a current copy of the document to the school.)

Access Type: Parenting Order Parenting Plan Intervention Order Protection Order
(tick one) Informal Carer Stat Dec DHHS Authorisation Witness Protection Program Order Other

Describe any Access Restrictions:

Is there an Activity Alert for the student? No Yes

If Yes, then describe the Activity Restriction: This field relates to things such as excursions, camps or when the student visits VSV.

*Failure to supply a copy of any court order with this application will result in a delay in the processing of this enrolment.

Students in Schools Enrolment Application 2023



Student Enrolment Information

It is important that we are aware of any special circumstances that may affect the student's progress while at VSV. Please outline any issues relevant to their education and why they are enrolling at VSV.

Enrolment Circumstances

Why is the student enrolling at VSV? Subject not offered at home school Timetable clash

Other: (please specify) _____

Compulsory Student Details

In which country was the student born? Australia Other: (please specify) _____

Residential status of the student: Permanent Temporary

VSV does not generally accept students on Temporary Visas. Please contact our Enrolment Office if you believe you may be eligible.

Are you an international student? No Yes Fees apply to international students. Please contact VSV for further details.

Student's Visa Sub Class: Sector of Visa _____

Visa Expiry Date: (dd/mm/yyyy) / / Please provide a copy of your visa and passport with your application.

Does the student mainly speak a language other than English at home? No, English only Yes (please specify) _____

Does the student speak English? No Yes

Is the student of Aboriginal or Torres Strait Islander origin? No Yes, Aboriginal Yes, Torres Strait Islander
 Yes, Aboriginal & Torres Strait Islander

Is the student currently involved with Youth Justice (in custody, remand or sentence, or in community)? No Yes (please specify) _____

What is the student's living arrangement? (Tick one) At home with TWO Parents/Carers At home with One Parent/Carer
 Homeless Youth Independent Out of Home Care – informal
 Out of Home Care* – statutory/court-ordered Out of Home Care – permanent care

*Children and young people in Out of Home Care have been subject to protective intervention by Child Protection. They live in a variety of alternative care arrangements away from their parents, including living with relatives or friends (**kinship care**), living with non-relative families (**home-based care, sometimes known as foster care**) and living in residential care units with rostered care staff (**residential care**). Some children or young people may live in out-of-home care for only a few days or weeks while others may be in care for many years.

Students in Schools Enrolment Application 2023

Additional Family Details

Parent/Carer 1	Parent/Carer 2
Family Name: <input type="text"/>	Family Name: <input type="text"/>
First Name: <input type="text"/>	First Name: <input type="text"/>
Occupation: <input type="text"/>	Occupation: <input type="text"/>
Current Employer: (if applicable) <input type="text"/>	Current Employer: (if applicable) <input type="text"/>
In which country were they born? <input type="text"/>	In which country were they born? <input type="text"/>
Does the Parent 1/Carer 1 speak a language other than English at home? <input type="checkbox"/> No <input type="checkbox"/> Yes: (specify below) <hr/>	Does the Parent 2/Carer 2 speak a language other than English at home? <input type="checkbox"/> No <input type="checkbox"/> Yes: (specify below) <hr/>
What is the highest year of primary or secondary school the parent/carer has completed? <input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent or below	What is the highest year of primary or secondary school the parent/carer has completed? <input type="checkbox"/> Year 12 or equivalent <input type="checkbox"/> Year 11 or equivalent <input type="checkbox"/> Year 10 or equivalent <input type="checkbox"/> Year 9 or equivalent or below
What is the level of the highest qualification the parent/carer has completed? <input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No non-school qualification	What is the level of the highest qualification the parent/carer has completed? <input type="checkbox"/> Bachelor Degree or above <input type="checkbox"/> Advanced Diploma/Diploma <input type="checkbox"/> Certificate I to IV (including trade certificate) <input type="checkbox"/> No non-school qualification
What is the current occupation of the parent/carer? Please select the occupation group letter from the list below. <input type="text"/>	What is the current occupation of the parent/carer? Please select the occupation group letter from the list below. <input type="text"/>

Parental Occupation Group Codes

Choose the code that best reflects your current situation.

Group A: Senior management in large business organisation, government administration and defence, and qualified professionals.

Group B: Other business managers, arts/media/sportspersons and associate professionals.

Group C: Tradesmen/women, skilled office, sales and service staff.

Group D: Machine operators, hospitality staff, assistants, labourers and related workers.

Group N: If the person has not been in paid work in the last 12 months.

*Note: If person is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the person's last occupation.

Students in Schools Enrolment Application 2023



Medical History

Student Medical Details

Is the student deaf or hearing impaired? No Yes

Is the student blind or vision impaired? No Yes

Has the student been diagnosed with ASD/Asperger's Syndrome? No Yes

Does the student have an intellectual disability? No Yes

Does the student have a physical disability? No Yes

Does the student have a severe behavioural disorder? No Yes

Does the student have a severe language disorder? No Yes

Does the student have a diagnosed mental health condition? No Yes: (please specify) _____

Does the student have a history of allergies? No Yes: (please specify) _____

Has the student been diagnosed as at risk of anaphylaxis? No Yes

Has the student been diagnosed with asthma? No Yes

Has the student been diagnosed with diabetes? No Yes

Has the student been diagnosed with epilepsy? No Yes

Please note: VSV must be provided with a copy of their medical management plan for any diagnosed healthcare need, allergy or relevant medical condition. These may include but may not be limited to allergies, anaphylaxis, asthma, diabetes and epilepsy. Students attending a VSV-approved activity who require medication must provide their own, e.g. EpiPen, and report to the supervising teacher upon arrival.

Has the student been diagnosed with any other condition? No Yes: (please specify) _____

Are there any other medical issues VSV should be aware of?

Medical Plan/s attached? No Yes

Students in Schools Enrolment Application 2023



Student Enrolment Information

Subject Selection

List the Units/Subjects selected individually and tick the semester column indicating in which semester they will be studied. See relevant year level for the subject codes on **pages 17 - 19**.

1. Subject Title:

Subject/Unit Code:

Semester:

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1 2

2. Subject Title:

Subject/Unit Code:

Semester:

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1 2

3. Subject Title:

Subject/Unit Code:

Semester:

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1 2

4. Subject Title:

Subject/Unit Code:

Semester:

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1 2

Students in Schools Enrolment Application 2023



Student Rights and Responsibilities

Student Rights	Student Responsibilities
<p>All VSV students have the right to:</p> <ul style="list-style-type: none">engage in regular communication with teaching staff and receive meaningful and timely feedbackaccess learning resources in order to maximise their full potentialbe respected, valued and have opportunities to learn from the differences of otherswork independently and as a group member, where appropriatefeel safe and welcomed in online learning environments.	<p>All VSV students are responsible for:</p> <ul style="list-style-type: none">striving to work to the best of their ability at all timesregularly participating by submitting work according to the prescribed or negotiated submission timetabletaking responsibility for their own learning by obtaining all required learning materials, setting achievable goals and establishing a weekly routine or timetablemaintaining contact with their teachers by utilising all available communication optionswhere possible, attending and participating in seminars, excursions, and online and collaborative activitiesusing digital technology in accordance with the VSV Online Acceptable Use Agreementunderstanding that bullying, including cyber-bullying, violence, property damage, inappropriate language and disrupting the learning of other students is unacceptablebehaving in a way that contributes to a safe and inclusive school environmentmaintaining a healthy balance between study and other aspects of lifeuphold the VSV Values of Respect, Empathy, Collaboration and Growth.

Student Enrolment Agreement (all students must complete this section)

- I agree to abide by the VSV Online Acceptable Use Agreement outlined on **page 15** of the Students in Schools Enrolment Handbook.
- I accept and agree to the student rights and responsibilities outlined above.
- I will submit my work regularly, according to the submission schedules for each subject and will contact VSV if situations arise which prevent this.
- I accept VSV will initiate the Student Management Action Plan (SMAP) for students who do not submit work according to their submission schedule. This may result in my enrolment being reviewed and/or cancelled.
- I declare that the information provided on this application is, to the best of my knowledge, true and accurate.

Student's Signature: _____

Date: _____

Students in Schools Enrolment Application 2023



School Principal Endorsement of this Application

Signature of the Home School Principal is required on all enrolments.

Please note: as of 2022 there are different requirements for Government and Non-Government school Principals.

All Principals are asked to agree to the following:

- The student listed on this application is currently enrolled at my Victorian school.
- I am aware of my responsibility in nominating a supervisor from my school who will be responsible for supporting my students in their studies at VSV, as outlined on **page 9** of VSV Students in Schools Enrolment Handbook.
- I will alert VSV if the student has a specific learning difficulty or disability and provide guidance on any adjustments that are required as part of their IEP.
- I am aware VSV does not receive student disability funding.
- I am aware that the Department of Education and Training provides funding to the home school to support students studying with VSV.
- I will ensure that my VASS administrator enters VSV (01114) as the assessing school for VCAA registration where applicable.
- I accept VSV will initiate the Student Management Action Plan (SMAP) for students who do not submit work in accordance with their submission schedule, potentially resulting in the review and/or cancellation of this enrolment.
- I acknowledge that Virtual School Victoria is a Victorian State Government school that meets the minimum standards for school registration, including compliance with the Child Safe Standards.

Additionally, Principals of Non-Government Schools are asked to agree to the following:

- I understand that it is the responsibility of the school requesting the teaching services from VSV to collect and pay the required fees with this application. VSV will not invoice a third party.
- I understand that enrolment applications will not be accepted for the following year unless all required fees from this year are paid in full.

By signing in the place provided below:

- I acknowledge that I have read the VSV Terms and Conditions located at www.vsv.vic.edu.au/terms on which VSV offers to accept the student's application for enrolment and provide online learning to the student
- I agree to comply with the VSV Terms and Conditions and take all reasonable steps to ensure my school will act consistently with the duty of care owed to the student listed on this application.

School Principal's Signature: _____

Date: _____

Home School Supervisor Information

Title: Supervisor's Family Name:

Supervisor's First Name:

Supervisor's School Phone Number:

Email Address:

Required in order to register for access to VSV Connect.

Supervisor's Position:

Students in Schools Enrolment Application 2023



Payment can be made by cheque, money order, or credit card. Cheques and money orders should be made out to Virtual School Victoria and attached to each application. Credit card provision is available below.

Payment of Fees

Government Schools: **No enrolment costs**

Non-Government Schools: **\$810 per subject; \$405 per Unit**

Fees for
this student \$

International Students

Fees apply to international students. Please contact VSV for further details.

Online Payments

To make an online payment visit pay.vsv.vic.edu.au

Refund Policy

Applications for refunds will be accepted if they are received in writing at least 7 days prior to the date of the course commencement. A standard handling fee of \$30.00 will apply. **After the course has commenced, no refunds will apply.**

VSV cannot accept responsibility for changes in personal circumstances after instruction has commenced.

What will happen once an application is submitted?

Step 1 – Reviewing and confirming your enrolment

Once an enrolment application has been submitted, it will be reviewed by our Enrolment Officers in order to ensure that the application form has been completed in full, and that both the Student Enrolment Agreement and School Principal Endorsement have been included. We will also ensure we have the staffing capacity to offer the subjects selected.

Step 2 – Providing online access

Once the student's details are entered onto our system, it takes another 48 hours for an enrolment confirmation to be emailed. This will be sent out to all email addresses indicated on the application. This will include the student's login details to access VSV Online.