

VCE EXAMS NAVIGATOR 2010

STUDENT INFORMATION & TIMETABLE



THIS BOOKLET CONTAINS INFORMATION ON:

GENERAL ACHIEVEMENT TEST (GAT)

SPECIAL PROVISION

EXAMINATION TIMETABLES

EXAMINATION RULES

APPROVED MATERIALS AND EQUIPMENT

VICTORIAN CURRICULUM AND ASSESSMENT AUTHORITY



www.vcaa.vic.edu.au

CONTENTS

VCE Examinations	3–5
Approved Materials and Equipment for the GAT and VCE Written Examinations	6–7
VCE Examinations Guidelines and Rules	8–9
2010 VCE Examination Timetables	10–11
Performance and LOTE Oral Examination Advice	12–13
General Achievement Test (GAT)	14–15
Special Provision	16–17
Key Websites	18
Results	18
VASS Documents	19
Checklist	19
ATAR (previously ENTER)	19

This booklet should be read carefully by all students presenting for 2010 VCE Examinations and the General Achievement Test (GAT). This includes written, electronic/digital, oral, aural and performance examinations.

GLOSSARY OF TERMS

VCAA Victorian Curriculum and Assessment Authority. The VCAA is an independent statutory body directly responsible to the Minister of Education, serving both government and non-government schools.

ATAR Australian Tertiary Admission Rank (formerly ENTER)

EXAMINATION An examination refers to any centrally set task which is externally assessed by the VCAA. This includes the General Achievement Test (GAT) and any written, electronic/digital, oral, aural or performance tasks conducted to the requirements of the accredited study design or assessment guide (VET studies) and taken under examination conditions.

EXAMINATION ROOM/CENTRE A room/centre designated for the purpose of conducting examinations.

GAT General Achievement Test.

STUDENTS' RESPONSE MATERIALS/SCRIPT BOOKS Any designated answer sheet, answer book or data file in which students record their responses to an examination.

SUPERVISOR A person approved by the VCAA to act as a Supervisor of an examination and to report any incident occurring which affects the examination room.

VCE EXAMINATIONS

VCAA STUDENT NUMBER

All response materials/script books must be identified by a student number. This number, which is assigned by the VCAA, appears on individual student examination timetables supplied by the school.

STUDENT IDENTIFICATION

Students presenting for a written examination must be identified as they enter the examination room either by a staff member from their school being present or by producing photographic identification (see also, Performance and LOTE Oral examination advice on pages 12 and 13).

DICTIONARIES

- Dictionaries **must not contain any highlighting, annotation or tabs** not part of the original publication.
- Electronic dictionaries **are not permitted** in any examination.
- A dictionary which contains a thesaurus in the same volume is not permitted in any examination.
- An English and/or bilingual printed dictionary may be used by students in English/English (ESL) and the GAT.
- Dictionaries may be used during reading time as well as writing time.

Note: Students are allowed to bring dictionaries into the following written examinations only – GAT, English, ESL and LOTE. Dictionaries are not permitted in the Oral component of any LOTE examination.

Students' response materials and audio recordings remain the property of the VCAA and will not be returned. Response materials may be made available for inspection under certain conditions. LOTE Oral component audio recordings are not available for inspection.

MULTIPLE-CHOICE ANSWER SHEETS

Some examinations require students to complete a multiple-choice answer sheet. All multiple-choice answer sheets must be completed using a pencil only. Students should ensure that they use the multiple-choice answer sheets provided, carefully reading and following the instructions printed on the sheet.

MOBILE PHONES AND OTHER ELECTRONIC DEVICES

Mobile phones and other unauthorised electronic communication devices, such as organisers, iPods, MP3 players, electronic dictionaries and computerised pens and watches, which are capable of storing, receiving or transmitting information or electronic signals are not permitted in an examination room under normal written examination circumstances. Confiscated mobile phones and other devices may be held for up to three months.

WATCHES

Wearing of a watch of any type during an examination is not permitted. All watches must be removed and placed at the top of the student's table/desk, where they can be seen clearly and easily by Supervisors.

Where there is any doubt about the functions of any watch displayed, Supervisors are authorised to remove the watch from the table/desk and retain it in their care for the duration of the examination.

TIMETABLE CLASHES

Students may have a timetable clash (two examinations at the same time) for examinations on a particular day. If so, students may apply to the VCAA through their school principal to move one of the examinations to another time on the same day. This written request must be made by Friday 23 July.

All examinations must take place on the date as published in the timetable. Students with an examination at an alternative time must also be supervised between the two examinations. If no correspondence is received prior to the commencement of written examinations, the VCAA will contact the schools to advise them of the scheduling of the two examinations.

THREE EXAMINATIONS IN ONE DAY

Some students may have three examinations scheduled on the one day. All examinations must take place on the date as published in the timetable. The VCAA will contact schools prior to the commencement of each written examination period to advise them of the arrangements made for individual students.

CALCULATORS

For examinations in the following subjects only the use of a scientific calculator is permitted:

- **Accounting**
- **Chemistry**
- **Environmental Science**
- **Physics**
- **Software Development**
- **Systems Engineering**
- **VET Business**
- **VET Electrotechnology**
- **VET Engineering Studies (Certificate II and Certificate III)**
- **VET Financial Services**
- **VET Furnishing**
- **VET Laboratory Skills**

Graphics calculators, calculators that have graphical, symbolic or programmable capabilities, Computer Algebraic Systems (CAS) calculators or Computer Algebraic System (CAS) software are NOT PERMITTED to be used in these examinations.

A suitably qualified member of staff will check that students bring in scientific calculators only, as they enter the examination room for these studies.

Calculators are not permitted in the GAT or any other examination not listed above, see Mathematics details sections for specific details for Mathematics subjects.

Calculators must not be used during reading time.

In **specified** mathematics examinations calculators that have graphical, symbolic or programmable capabilities or Computer Algebraic System (CAS) calculators or Computer Algebraic System (CAS) software may be used during writing time only, provided that the calculator model or software is approved.

In **any** examination where a calculator may be used, the following conditions apply:

- The calculator must be silent and of the hand-held type containing its own power source. Calculators which need mains electricity are excluded.
- Students will be entirely responsible for ensuring adequate power supply to their calculator and the proper working order of their calculators.
- Students must supply their own spare batteries. Any battery failure or other fault which limits the usefulness of a calculator during an examination will not be taken into consideration by the assessor.
- No student may borrow a calculator from another student after entering the examination room.
- The calculator does not use magnetic cards, or operate with paper tapes.
- The calculator should not contain extra labelling or notes written on the outside of the calculator.

Programmable calculators

A programmable calculator is one in which the user can store a sequence of operations which the calculator will then execute automatically. Programmable calculators, other than those with features specifically excluded below, may be used in some mathematics examinations. Students are permitted to bring programs stored on the calculator into these examinations. A calculator is excluded if it:

- operates with paper tapes
- makes noise or 'talks'
- needs mains electricity.

Other technology

Computers, mini-computers, iPods, pocket-organisers, laptops, palmtops, calculator models that can 'communicate' with other calculators, notebooks are excluded from use in any examination, except under specified circumstances for which prior approval has been given by the VCAA.

Mathematics examinations

A suitably qualified member of the school teaching staff will check the appropriateness of reference materials and calculators as students enter the examination room for Mathematics examinations where these items are permitted.

Further Mathematics

- Examinations 1 and 2:
 - An approved graphics calculator OR approved CAS calculator or CAS software* is permitted and their full functions may be used (for CAS software a disk or CD of stored files and/or programs is permitted).
 - A scientific calculator may also be used.

Mathematical Methods (CAS)

- Examination 1:
 - NO calculators of any type are permitted.
- Examination 2:
 - An approved CAS calculator or CAS software is permitted* and their full functions may be used (for CAS software a CD of stored files and/or programs is permitted).
 - A scientific calculator may also be used in Examination 2.
 - A graphics calculator is NOT permitted.

Specialist Mathematics

- Examination 1:
 - NO calculators of any type are permitted.
- Examination 2:
 - An approved CAS calculator or CAS software* is permitted and their full functions may be used (for CAS software a CD of stored files and/or programs is permitted).
 - A scientific calculator may also be used in Examination 2.

Graphics calculators

In 2010, the following graphics calculators are approved by the VCAA for use in Further Mathematics Examinations 1 and 2 but **not** Mathematical Methods (CAS) and Specialist Mathematics. The full functions of approved graphics calculators may be used (that is, the memories of these calculators do **not** require clearing prior to entry to the examination).

Casio

FX-7300G, FX7400G, FX7400G PLUS, FX7700G, FX-8500G, FX-9700G, CFX-9800G, CFX-9850G, CFX-9850G PLUS, CFX-9850GB PLUS, CFX-9850GB PLUS-WE, CFX-9850GC, FX 9860G AU, CFX-9950G, FX 9860G AU PLUS

Citizen

SRP-400G

Hewlett-Packard

HP 38G, HP39G, HP39G PLUS, HP39GS

Sharp

EL-9200, EL-9300, EL-9400, EL-9600, EL-9650, EL-9900

Texas Instruments

TI-80, TI-81, TI-82, TI-83, TI-83 PLUS, TI-83 PLUS (*Silver*), TI-84 PLUS, TI-84 PLUS (*Silver*), TI-85, TI-86

*See note about CAS software on page 5.

CAS CALCULATORS

In 2010, the following CAS calculators are approved by the VCAA for use in Further Mathematics Examinations 1 and 2, Mathematical Methods (CAS) Examination 2 and Specialist Mathematics Examination 2. The full functions of approved CAS calculators may be used (that is, the memories of these calculators do **not** require clearing prior to entry to the examination).

Casio

Algebra FX2.0, Algebra FX2.0 PLUS, *Classpad* 300, *Classpad* 300 Plus, *Classpad* 330

Hewlett Packard

HP 40G, HP 40GS, HP 48G, HP 48G II, HP 49G, HP 49G PLUS, HP 50G

Texas Instruments

TI-89, TI-89 (*Titanium*), TI-92/TI-92 PLUS/*Voyage* 200, and TI-*nspire* CAS

CAS Software

For approved schools only, students enrolled in Mathematical Methods (CAS) either by itself or in addition to Further Mathematics or Specialist Mathematics will be permitted to use computer-based CAS software *Derive*, *Maple*, *Math-CAD*, *Mathematica*, *TI-Interactive* and *TI-nspire* CAS, ClassPad Manager and stored files on a CD for examinations in these studies, where the use of technology is permitted, provided they meet VCAA specifications for the conduct of computer assisted examinations. Schools wishing to use computer-based CAS software should apply in writing to the Manager, VCE Examinations, VCAA for approval.

SUMMARY OF EXAMINATIONS WITH ALLOWED CALCULATORS

Examination	Allowed Calculator
Accounting Chemistry Environmental Science Physics Software Development Systems Engineering VET Business VET Electrotechnology VET Engineering Studies (Certificate II and III) VET Financial Services VET Furnishing VET Laboratory Skills	Scientific Calculator only
Further Mathematics Examinations 1 and 2	Approved Graphics Calculator Or Approved CAS Calculator Or CAS software
Mathematical Methods (CAS) Examination 2 only	Approved CAS Calculator Or CAS software and CD A scientific calculator is also permitted
Specialist Mathematics Examination 2 only	Approved CAS Calculator Or CAS software and CD A scientific calculator is also permitted

APPROVED MATERIALS AND EQUIPMENT FOR THE GAT AND VCE WRITTEN EXAMINATIONS

Supervisors have the right to check materials brought by students into the examination room and remove any non-compliant material for the duration of the examination.

A suitably qualified member of the school teaching staff will check the appropriateness of reference materials and calculators as students enter the examination room for examinations where these items are permitted.

Students should refer to pages 12 and 13 'Performance and LOTE Oral examination advice' for approved materials and equipment for those examinations.

Students sitting for written examinations are only permitted to bring basic stationery into the examination. This includes pens, pencils, highlighters, erasers, sharpeners and rulers.

Any stationery items or approved materials (with the exception of Mathematics reference materials and Physics pre-written notes) must not contain any annotations.

Correction (white out) liquid/tape and loose sheets of paper are NOT allowed in any examination.

For some examinations, students are permitted to bring specific materials into the examination as follows:

Accounting Examinations 1 and 2

- Pencil (should be used where calculations are required).
- One scientific calculator.

Biology Examinations 1 and 2

- Pencil (and eraser) to use on multiple-choice answer sheet.

Chemistry Examinations 1 and 2

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.

Design and Technology Examination

- Coloured pencils and markers, a shape template and a female human figure template and a male human figure template.

Economics Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.

English/English (ESL) Examination

- An English and/or bilingual printed dictionary.
Note: The dictionary must not contain any highlighting or annotation. A thesaurus is not permitted. Electronic dictionaries are not permitted.

Environmental Science Examinations 1 and 2

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.

General Achievement Test (GAT)

- Pencil (and eraser) to use on multiple-choice answer page.
- An English and/or bilingual printed dictionary. The dictionary must not contain any highlighting or annotation. A thesaurus is not permitted. Electronic dictionaries are not permitted.
Note: Calculators are not permitted.

Geography Examination

- Pens, pencils, coloured water-based pens and markers, erasers, sharpeners and rulers.

IT Applications Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.

LOTE Examinations:

Written component

- Any monolingual and/or bilingual printed dictionary in one or two separate volumes.
Note: The dictionary must not contain any highlighting or annotation or tabs not part of the original publication. A thesaurus is not permitted. Electronic dictionaries are not permitted.

Further Mathematics Examination 1

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One approved graphics or CAS calculator or CAS software and, if desired, one scientific calculator.
- Ruler
- Bound reference (as defined, see page 7)

Further Mathematics Examination 2

- One approved graphics or CAS calculator or CAS software and, if desired, one scientific calculator.
- Ruler
- Bound reference (as defined, see page 7)

Mathematical Methods (CAS) Examination 2

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One approved CAS calculator or CAS software and, if desired, one scientific calculator.
- Ruler, protractor, set-square and aids for curve sketching.
- Bound reference (as defined, see page 7)

Specialist Mathematics Examination 2

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One approved CAS calculator or CAS software* and, if desired, one scientific calculator.
- Ruler, protractor, set-square and aids for curve sketching.
- Bound reference (as defined, see page 7)

Music Performance: Group and Solo Examinations

- A pencil and eraser should be used for musical notation.

Physical Education Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.

Physics Examinations 1 and 2

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.
- Up to two pages (one A4 sheet may be single or double sided) of pre-written notes.
These notes may be typed or handwritten. They may be from any source. Commercially available materials are acceptable.

Psychology Examinations 1 and 2

- Pencil (and eraser) to use on multiple-choice answer sheet.

Software Development Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.

Systems Engineering Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.

Theatre Studies Examination

- Lead and coloured pencils, water-based pens and markers, protractors, compass, set-squares and aids for curve sketching.

Visual Communication and Design Examination

- Pencils, coloured pencils, water-based pens and markers, highlighters, erasers, sharpeners, rulers, set squares, protractors and compasses.

VET Business Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.

VET Electrotechnology Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.

VET Engineering (Certificate II and III) Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.
- Ruler, protractor, set-square and aids for curve sketching.

VET Equine Industry Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.

VET Financial Services Examination

- One scientific calculator.

VET Furnishing Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.

VET Hospitality Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.

VET Hospitality (Kitchen Operations) Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.

VET Information Technology Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.

VET Laboratory Skills Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.
- One scientific calculator.

VET Sport and Recreation Examination

- Pencil (and eraser) to use on multiple-choice answer sheet.

Mathematics

Reference materials for examinations

Students are allowed to take one bound reference into designated Mathematics examinations. The table below summarises the examinations into which the bound reference may be taken.

Study	Examination 1	Examination 2
Further Mathematics	Bound reference	Bound reference
Mathematical Methods (CAS)	None	Bound reference
Specialist Mathematics	None	Bound reference

A suitably qualified member of the school teaching staff will check the appropriateness of bound reference and calculators, as students enter the examination room for Mathematics examinations where these items are permitted.

Specifications for bound reference

- The bound reference must be in book format of A4 size or smaller when closed.
- It must have a single horizontal or vertical spine.
- Pages must be permanently bound and securely attached to the spine.
- The number of pages is not specified.
- The bound reference may be:
 - a textbook
 - a securely bound lecture pad
 - permanently bound student-constructed sets of notes without foldouts
 - an exercise book with cloth, glue or staple binding.
- Students are allowed to:
 - annotate the material
 - design their own written index
 - fold pages
 - cut page corners
 - colour code pages
 - insert dividers into their own sets of notes
 - firmly attach (e.g. by glue, adhesive tape or staples) additional material to pages in the bound reference.
- The following are prohibited:
 - pages or parts of pages which can be detached from the bound reference during the examination
 - fold-outs, maps or brochure style components
 - removable tabs, post-it notes or other items designed to be detached.
- Forms of collation or binding that are designed to be non-permanent and the content modified by insertion are not permitted. These include:
 - ring-binder folders
 - plastic A4 slips (permanent or removable) into which pages may be inserted
 - manila and similar folders with clip, clamp, slide and metal prong style binding of loose-leaf material
 - glued lecture pad
 - bound books which have perforations which are designed to allow pages to be detached.

If one or more pages can be or are detached from the rest of the bound reference, for whatever reason, or if the bound reference does not comply with the specifications above, the entire bound reference will be removed by the Supervisor for the duration of the examination and the incident will be reported as a breach of rules.

VCE EXAMINATIONS GUIDELINES AND RULES

Students are required to observe the following guidelines and rules for the conduct of VCE examinations conducted by or on behalf of the VCAA as well as the day-to-day rules of their school and the institution providing the venue for the examination.

These rules shall apply to students with disabilities or other impairments with such modifications as may be appropriate and reasonable.

A student must obey and observe all instructions given in the examination room by a supervisor. A student who does not comply with a supervisor's instruction may be directed to leave the examination room immediately.

All supervisors of examinations are issued with directions for the administration of the examinations and are required to report all breaches of rules to the Manager, Corporate Governance, VCAA.

Any alleged breach of these rules and any alleged cheating or dishonesty or obtaining assessments by fraudulent, illegal or unfair means in relation to VCE examinations will be reported to the Manager, Corporate Governance, VCAA. Serious cases will be referred to the VCAA Review Committee. The Review Committee will, in accordance with its terms of reference, conduct a hearing at which it will consider the circumstances of the alleged breach and determine any appropriate penalty.

1. A student must not cheat or assist another student to cheat.
2. A student must not take any action that gives or attempts to give that student or another student an unfair advantage in an examination.
3. A student must not allow, induce or assist any other person to present for an examination in his or her place.
4. A student must not present for an examination in another student's place.
5. A student must not present for an examination under the influence of alcohol, drugs or intoxicating substances. A student who has taken medicinal drugs for a medical condition in accordance with good medical practice is, to that extent, exempt from this rule.
6. A student must obey and observe all proper instructions or directions given by an examination supervisor.
7. A student attending an examination may bring only materials and equipment approved for that examination into the examination room.
8. A student must not possess in an examination room mobile phones and electronic devices such as recorded music and video players, organisers, dictionaries and computerised watches, which are capable of storing, receiving or transmitting information or electronic signals.
9. A student detected with a mobile phone or electronic device such as a recorded music and video player, organiser, dictionary or computerised watch or as defined in the above guidelines, must, upon the direction of a supervisor, surrender that device for inspection and to be retained pending any investigation into an alleged breach of VCAA rules.
10. A student must not bring into or possess in the examination room any drinks or food except under special circumstances as approved and directed by the VCAA. Bottled water is allowed in the examination room under the conditions described on page 9.
11. A student must not communicate with another student while the examination is being conducted.
12. A student must not cause any nuisance, annoyance or interference to any other student while in an examination.
13. A student must not remove, tear out or damage any part of a bound reference, script book, question and answer book or answer book except formula sheets or similar permitted examination materials.
14. A student must not remove any response material, used or unused, from the examination room.
15. A student must not begin to write or mark his or her paper or response material in any way, or use a calculator, until advised by a supervisor that writing may commence.
16. A student must stand in his or her place or raise his or her hand if he or she wishes to communicate with a supervisor.
17. A student will not be allowed to leave the room before 30 minutes has elapsed from the start of writing time or in the last five minutes of the examination.
18. A student must cease writing when instructed to do so by a supervisor.
19. A student must remain silent and seated in his or her place at the end of the examination until response materials have been collected, and an announcement is made to students to leave the examination room.

20. A student must not leave his or her place until directed by a supervisor.
21. A student must not communicate with an assessor, either before or after a written examination or during a performance examination, except when communication is necessary for the conduct of the examination.

WHERE A STUDENT ARRIVES LATE

A student arriving late:

- a. for a written examination up to 30 minutes after the scheduled start of writing time will be admitted to the examination room, but must cease their work by the scheduled finish of writing time.
- b. for a written examination after 30 minutes from the scheduled start of writing time, but before the scheduled finish of writing time may be admitted only if all the following conditions are met:
 - i. the principal of the host school, or the principal's delegate, recommends the student's admittance.
 - ii. the student is admitted to the room on the understanding that his or her response materials may not be accepted by the VCAA. The student must be advised of this condition and must sign acceptance of this requirement prior to entry to the examination room.
 - iii. the student completes a Statutory Declaration immediately following the conclusion of the examination declaring:
 - the reason for being late for the examination;
 - the time of admittance to the examination room;
 - that he or she has not seen or read the examination question book prior to his or her admittance;
 - that he or she has had no communication with anyone who has had access to the contents of the examination question book; and
 - that he or she understands that his or her response materials may not be accepted by the VCAA.
 - iv. appropriate arrangements can be made to enable the student to complete the examination and it can be completed without disruption to other students.
 - v. the student is allowed the full writing time but is given no allowance for reading time.
- c. for a performance examination or a LOTE oral examination, may have his/her examination rescheduled to an alternative time, provided the student has valid reasons for the lateness which must be endorsed by the student's home school in writing.

At the commencement of the examination

During reading time a student may study the directions for the examination, the question book and a dictionary or bound reference if these are permitted in the examination. A student must not begin to write or mark his or her paper or response material in any way, or use a calculator if one is permitted, until the announcement that writing time has commenced.

A student should immediately notify the supervisor if the correct examination paper has not been provided or if the examination paper has missing pages.

Responses to examination questions must be entered on the examination response books and sheets provided. Notes and other markings made elsewhere on the examination materials will not be assessed.

A supervisor is empowered to refuse to admit a student into the examination where a student presents for an examination under the influence of alcohol, drugs or intoxicating substances.

At the conclusion of the examination

A student may not leave the examination room before 30 minutes has elapsed from the start of writing time. An announcement will be made when the examination is 5 minutes from the scheduled completion of writing time. Students may not leave the examination room after this announcement.

All students must cease writing when instructed to do so by a supervisor and must not leave his or her place until directed by a supervisor.

Students must remain silent and in their places until all response materials have been collected. When all response materials are collected the supervisor will give the direction for students to leave the room.

Bottled water in the VCE and GAT examination room

The VCAA approves students bringing bottled water into an examination room with the following conditions:

- The water is in a clear plastic bottle (all labels removed).
- The water bottle has a secure lid.
- The capacity of the bottle is no more than 1500 ml.
- Water bottles must not be placed on the desk at anytime.
- Water bottles must not be re-filled during the examination.
- Water bottles must not be shared between students.



EXAMINATION IRREGULARITIES

Examination irregularities are events which materially interrupt and adversely impact a student's performance at an examination and which are outside the student's control. Examples of events which can occur are:

- power failures, emergency evacuations and other disruptive events
- misprints or mistakes in examination question booklets
- excessive noise/interference
- incorrect interpretation of examination conditions or rules by Supervisors
- material mistakes in the conduct of oral and performance examinations.

Where reasonably possible and practical, minor disruptions will be rectified and remedied at the time of the examination by the Supervisor of the examination, for example by replacing faulty booklets.

Where a disruptive event has occurred and a principal (or principal's delegate such as the VCE Coordinator) considers that, despite any remedial action taken by the supervisor, a student's performance may have been materially adversely affected, this constitutes an examination irregularity. The principal (or principal's delegate) may report the irregularity to the VCAA, using the Examination Irregularities Application Form included in the *VCE and VCAL Administrative Handbook 2010* (page 204), and request that special consideration be given to the student (or group of students) affected.

If a student believes that an event constitutes an examination irregularity which has materially adversely affected the student's performance in the examination, the student must advise the principal (or the principal's delegate) in writing within three days of the end of the examination. The student has no further role or input in determining whether an application for special consideration will be made to the VCAA by the principal (or the principal's delegate).

The VCAA will only consider applications made by the principal (or the principal's delegate). Applications should be made without delay since examination results cannot be altered after the date of issue of VCE results. Applications received at the VCAA directly from students or their parents will not be considered in the Examination Irregularity process. Students or parents who contact the VCAA will be advised to notify the principal of their home school.

Once an examination irregularity is reported, a panel of senior management at the VCAA will then determine whether the circumstances warrant an adjustment to the student's examination result and, if so, the adjustment which should be made. The VCAA may make its own independent enquiries before making any determination.

In the event that it is found that an examination irregularity has occurred sufficient to warrant an adjustment the VCAA may, without limiting its discretion, make an estimate of a fair score by:

- considering the calculation for a Derived Examination Scores (DES)
- considering the performance of the student on those parts of the examination not affected by the event
- considering any other appropriate statistical method.

Should the score originally obtained by the student be lower than this estimate, it will be replaced by the estimate. A student's examination results cannot be lowered by the Examination Irregularities process.

At the conclusion of this process the school will be advised in writing of the outcome. The results issued to students will be the final results, inclusive of any special consideration which may have been granted through the Examination Irregularities process.

Closing date for applications

The VCAA must receive an application no later than seven days after the student's last examination in the relevant examination period. Note that in October/November there are different closing dates for oral, performance, October LOTE written and October/November written examinations. Students should refer to their individual Student Assessment Timetable which gives the final dates for lodgment of applications for examination irregularities.

Only in the most exceptional circumstances will late applications be considered. No applications will be considered by the VCAA after the final examination results have been released.

2010 VCE EXAMINATION TIMETABLES

2010 WRITTEN EXAMINATIONS AND GAT

Starting times

Each examination commences with a 15-minute reading period, except some October LOTE examinations where the reading time is 10 minutes. The reading period is included in the times shown in the timetable.

Students should check the starting time of each examination and arrive at least 30 minutes before this time.

Students should familiarise themselves with rules about late admission to examinations.

Examination responses

All written responses must be in English, unless otherwise instructed in the question book for that particular examination.

Website version

This timetable is also available on the VCAA website www.vcaa.vic.edu.au

JUNE EXAMINATION AND GAT TIMETABLE

Each examination commences with a 15-minute reading period which is included in the times shown in the timetable.

Tuesday 8 June	9:00 am – 10:45 am Biology Exam 1	11:45 am – 1:30 pm Physics Exam 1	2:45 pm – 4:30 pm Accounting Exam 1
Wednesday 9 June	9:00 am – 10:45 am Psychology Exam 1	11:45 am – 1:30 pm Chemistry Exam 1	2:45 pm – 4:30 pm Environmental Science Exam 1
Thursday 10 June	10:00 am – 1:15 pm General Achievement Test (GAT)		

2010 EXAMINATIONS WITH A PERFORMANCE OR ORAL COMPONENT

The assessment period for these examinations is from Monday 4 October to Sunday 31 October.

In some cases, country students will be assessed in Melbourne.

Students presenting for LOTE examinations: Oral component and Performance examinations will be issued with individual advice slips. These slips along with further information will be made available to schools from **Monday 9 August**. Examination advice slips advise students of the date, time and location of their examinations.

LOTE Examinations: Oral Component

Monday 4 October to Wednesday 27 October	LOTE Examination: Oral component (except Indigenous Languages of Victoria, Classical Greek, Classical Hebrew and Latin)
---	---

Performance examinations

Monday 4 October to Wednesday 27 October	Drama: Solo
	Dance
	Theatre Studies: Monologue VET Dance
Monday 4 October to Sunday 31 October	Music Group Performance
	Music Solo Performance
	VET Music

2010 WRITTEN EXAMINATIONS OCTOBER LOTE EXAMINATIONS: WRITTEN COMPONENT

Each of the examinations below commences with a 10-minute reading period which is included in the times shown in the timetable.

Tuesday 19 October	2:00 pm – 5:00 pm Albanian, Armenian, Bosnian, Croatian, Dutch, Filipino, Hebrew, Hindi, Hungarian, Khmer, Macedonian, Maltese, Persian, Polish, Portuguese, Punjabi, Romanian, Russian, Serbian, Sinhala, Swedish, Tamil, Turkish, Ukrainian, Yiddish
---------------------------	---

Arabic, Korean First Language and Korean Second Language written examinations commence with a 15-minute reading period which is included in the times shown in the timetable.

Tuesday 19 October	2:00 pm – 4:15 pm Arabic, Korean First Language, Korean Second Language
---------------------------	--

AUSLAN

Wednesday 27 October	8:00 am – 6:00 pm Students are scheduled in one of the three two-hour sessions. Each session is preceded by 10 minutes of reading/viewing time.
-----------------------------	--

END-OF-YEAR WRITTEN EXAMINATION TIMETABLE

Thursday 28 October	9:00 am – 12.15 pm		
	English		
	English (ESL)		
Friday 29 October	9:00 am – 10:15 am	11:45 am – 1:30 pm	3:00 pm – 4:45 pm
	Specialist Mathematics Exam 1	Design and Technology Theatre Studies	Biology
Monday 1 November	9:00 am – 10:45 am	11:45 am – 1:30 pm	3:00 pm – 5:15 pm
	Music Performance: Group	Further Mathematics Exam 1	Specialist Mathematics Exam 2 Geography
Tuesday 2 November	Public Holiday No Examinations		
Wednesday 3 November	9:00 am – 10:45 am	11:45 am – 1:30 pm	3:00 pm – 5:15 pm
	Agricultural and Horticultural Studies	Further Mathematics Exam 2	English Language History: Renaissance Italy Sociology
Thursday 4 November	9:00 am – 10:45 am	11:45 am – 1:30 pm	3:00 pm – 5:15 pm
	Psychology VET: Electro-technology	Accounting	Literature
Friday 5 November	9:00 am – 10:15 am	11:45 am – 2:00 pm	3:00 pm – 5:15 pm
	Mathematical Methods CAS Exam 1	Health and Human Development	Economics VET: Interactive Digital Media*
Monday 8 November	9:00 am – 10:45 am	11:45 am – 2:00 pm	3:00 pm – 5:15 pm
	Drama VET: Equine Industry VET: Financial Services VET: Hospitality (Kitchen Operations) HS14	Mathematical Methods CAS Exam 2	Classical Studies Physical Education
Tuesday 9 November	9:00 am – 10:45 am	11:45 am – 1:30 pm	3:00 pm – 5:15 pm
	VET: Hospitality HS13 VET: Sport & Recreation Music Performance: Solo	Visual Communication and Design	History: Australian History IT: IT Applications

Each examination commences with a 15-minute reading period. The reading period is included in the times shown in the timetable.

The following examinations have an audio component: Music Styles, Music Group Performance, Music Solo Performance, VET Music Industry, all LOTEs except Indigenous Languages of Victoria, Classical Greek, Classical Hebrew and Latin.

Note: Schools will be notified of the dates and times of the Classical Greek and Classical Hebrew Examinations. These examinations have a 5-minute reading period.

Wednesday 10 November	9:00 am – 10:45 am	11:45 am – 1:30 pm	3:00 pm – 5:15 pm
	Studio Arts	Physics VET: Business VET: Community Services	Legal Studies
Thursday 11 November	9:00 am – 10:45 am	11:45 am – 2:00 pm	3:00 pm – 5:15 pm
	Chemistry VET: Furnishing VET: Music Industry	IT: Software Development National Politics Outdoor and Environmental Studies	History: Revolutions
Friday 12 November	9:00 am – 10:45 am	11:45 am – 1:30 pm	3:00 pm – 5:15 pm
	Art VET: Information Technology	Dance Systems Engineering	Business Management
Monday 15 November	9:00 am – 10:45 am	11:45 am – 2:00 pm	3:00 pm – 5:15 pm
	Food and Technology	Japanese FL Japanese SL Philosophy	Latin Spanish Vietnamese Media
Tuesday 16 November	9:00 am – 10:45 am	11:45 am – 2:00 pm	3:00 pm – 5:15 pm
	Environmental Science	Greek Indigenous Languages of Victoria Italian	Chinese FL Chinese SL Chinese SL Advanced German Religion and Society Texts and Traditions
Wednesday 17 November	9:00 am – 10:45 am	11:45 am – 2:00 pm	3:00 pm – 5:15 pm
	VET: Engineering II VET: Engineering III	International Studies Music Styles	French Industry and Enterprise
Thursday 18 November	9:00 am – 10:45 am	11:45 am – 2:00 pm	
	VET: Laboratory Skills	Indonesian FL Indonesian SL	

* computer based

PERFORMANCE AND LOTE ORAL EXAMINATION ADVICE

STUDENT IDENTIFICATION

All students undertaking a LOTE examination: oral component and/or Arts performance examination during the October/November examination period will be required to provide personal identification on entry to their examination/s. The personal identification must consist of a clear photograph of the student and his/her full name, for example a school ID card or a driver's licence. Students should not wear school uniform.

Examination Advice Slip

Two copies of the Examination Advice Slip (see VCAA Forms below) must be presented to an examination venue coordinator on arrival at the examination centre. One copy will be retained by the venue coordinator, the other is to be presented to the assessors in the examination room.

DATE AND TIME OF EXAMINATION

Performance examination date and centre information will be available to schools from Monday 9 August.

VCAA FORMS

Students should see their VCE Coordinator to obtain VCAA forms such as Examination Advice Slips, Performance Program Sheets or Statements of Intention. These documents are only available through VASS.

STUDY DESIGNS, SUPPLEMENTS AND OTHER PUBLICATIONS

To view a document referred to in this section, students should go to the VCAA website at: www.vcaa.vic.edu.au/vce/publications/index.html

DANCE

Description of Task

Students are required to present two solo Dance works (Technique Solo followed by Composition Solo).

Time

Duration of each dance is between 2½ and 5 minutes. The two dances will be performed approximately 45 minutes apart.

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- Statement of Expressive Intention (3 copies).

Conditions

- The performance spaces are covered with a tarquette which provides a non-slip surface of approximately 9 x 14 metres.
- A sound system will be supplied at the Examination Centres.
- A small stereo play back unit with 3.5mm mini-jack input lead will be supplied at examination centres by the VCAA for students using devices such as MP3 players (for connection to headphone output).

CDs will not be permitted. Students may also prepare an audio cassette on their recorded music/soundscapes as back up. It is not possible for students to perform to live accompaniment.

- Another student will be permitted in the examination room to operate the sound system if required.

For further information about procedures, resources and conditions, refer to the VCE Dance examinations page on the VCAA website.

DRAMA

Description of Task

Students are required to prepare a solo performance using **one** of the prescribed structures published in Supplement 1 to the April 2010 VCAA Bulletin VCE, VCAL and VET No. 79.

Time

Students present a single uninterrupted performance with a maximum time of 7 minutes. Each student is allocated a total of 10 minutes for preparation, performance and clearing the examination room.

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- Statement of Intention (3 copies).

Conditions

- One table and two chairs will be provided in the examination room for students to use in performance if they wish.
- Additional props, if required, must be carried into the examination space by the student on their own, and within the allotted time.

Students are not permitted to bring any objects or substances deemed hazardous or illegal into the performance examination venue. All actual and imitation weapons are prohibited. The use of such items is **not** permitted in the performance.

For further information refer to Supplement 1 to the April 2010 VCAA Bulletin VCE, VCAL and VET No. 79.

MUSIC SOLO PERFORMANCE

Description of Task

Students will present a program of approved solo works drawn from the current Unit 3 and 4 Prescribed List of Notated Solo Works on an approved solo instrument in a live performance.

Time

Duration of the task is a maximum of **25 minutes**, starting from the assessor's announcement (for disk recording purposes) of the candidate number, instrument, date, time and venue.

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- Performance Program Sheet.

Conditions

- Students must bring their own instrument to the performance.
- Pianoforte, electronic organ and some large percussion will be provided at specified venues.
- Students must provide their own accompanist. Page turners are not permitted.
- All other equipment, including playback sound equipment and amplifiers, power cables, and leads must be provided by the student.

For further information about procedures, resources and conditions, refer to pages 96–98 of the current study design and the VCE Music Solo Performance examinations page on the VCAA website.

MUSIC GROUP PERFORMANCE

Description of Task

Students present a program of at least four works that cover a range of styles and/or contain strong contrasts within a style. Within the program each student must perform **two** works from the current Prescribed List of Arrangements for Group Performance. (See the VCE Music Group Performance study page on the VCAA website or Supplement 2 to the February 2010 VCAA Bulletin VCE, VCAL and VET No. 78.)

Time

- groups of one assessed performer: 15–25 minutes
- groups of two or three assessed performers: 20–30 minutes
- groups of four assessed performers: 25–35 minutes
- groups of five or six assessed performers: 30–40 minutes

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- Performance Program Sheet.

Conditions

- Students presenting for assessment will be assessed on all instruments (including voice) on which they perform during an examination.
- Assessed performers must be assessed in the first group in which they perform before participating in other groups as non-assessed performers.
- A minimum of 30 minutes will be allowed for groups to set up and complete a sound check/warm up. Teachers and other personnel may assist in this activity.
- Page turners will be regarded as non-assessed performers.

For further information about procedures, resources and conditions, refer to pages 58–61 of the current study design and the VCE Music Group Performance examinations page on the VCAA website.

THEATRE STUDIES

Description of Task

Students are required to prepare a solo performance using **one** of the prescribed monologues published in Supplement 1 to the April 2010 *VCAA Bulletin VCE, VCAL and VET* No. 79.

Time

Students present a single uninterrupted performance with a maximum time of 7 minutes. Each student is allocated a total of 10 minutes for preparation, performance and clearing the examination room.

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- Statement of Intention (3 copies).

Conditions

- One table and two chairs will be provided in the examination room for students to use in performance if they wish.
- Additional props, if required, must be carried into the examination space by the student on their own, and within the allotted time.

Students are not permitted to bring any objects or substances deemed hazardous or illegal into the performance examination venue. All actual and imitation weapons are prohibited. The use of such items is **not** permitted in the performance.

For further information refer to Supplement 1 to the April 2010 *VCAA Bulletin VCE, VCAL and VET* No. 79.

VET DANCE

Description of Task

Students are required to perform **two solo dances** learnt from the dance repertoire of a choreographer/teacher. Each solo dance should be presented as a single live uninterrupted performance in a distinct style.

Time

Duration of each dance is between 2 and 5 minutes.

The two dances will be performed approximately 45 minutes apart.

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- Performance Program Sheet (3 copies).

Conditions

- The performance spaces are covered with a tarquette which provides a non-slip surface of approximately 9 x 14 metres.
- A sound system will be supplied at the Examination Centres.
- A small stereo play back unit with 3.5mm mini-jack input lead will be supplied at examination centres by the VCAA for students using devices such as MP3 players (for connection to headphone output). CDs will not be permitted. Students may also prepare an audio cassette on their recorded music/soundscapes as back up. It is not possible for students to perform to live accompaniment.

- Another student will be permitted in the examination room to operate the sound system if required.

For further information refer to the VCE VET Dance examinations page on the VCAA website.

VET MUSIC

Description of Task

Students present a live performance, either as a single performer (as a solo performance or as the only assessed performer within a music group), or in a music group of between two and eight performers.

Time

- solo performance – 25 minutes
- single performer being assessed within a group – 25 minutes
- two or three performers being assessed within a group – 30 minutes
- four or five performers being assessed within a group – 35 minutes
- six performers (maximum) being assessed within a group – 45 minutes

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- Performance Program Sheet
- Industry Statement.

Conditions

- Students presenting for assessment will be assessed on all instruments (including voice) on which they perform during the examination.
- Students must bring their own instrument/s to the performance. An acoustic piano will be provided if required. All other equipment including PA systems, amplifiers, music stands must be provided by the student.
- Works submitted as 'original' works must be verified, as the original work of the student/s by the school – this verification must be included on the performance program sheet.
- Students are required to sign an acknowledgment on candidates Performance Program Sheets that works and/or arrangements presented for this examination will not be presented by the candidate for assessment in VCE Music Group Performance and /or Music Solo Performance performance examinations.

For further information refer to the VET Music examinations page on the VCAA website.

LOTE ORAL COMPONENT

Conditions

- The oral examination will be conducted with two assessors.
- The oral examination will be in the LOTE except when students provide their student number in English.
- Dictionaries and electronic communication devices are not permitted in the LOTE oral examination.

ORAL EXAMINATION FOR SECOND LANGUAGES

Description of Task

Section 1, Conversation (approximately 7 minutes)

A conversation between the student and two assessors will cover topics about the student's personal world.

Section 2, Discussion (approximately 8 minutes)

A discussion will focus on the sub-topic chosen for the student's Detailed Study.

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- objects with minimal language such as photographs, diagrams, maps may be brought to support Section 2.

Notes and cue cards are NOT PERMITTED.

ORAL EXAMINATION FOR FIRST LANGUAGES

Description of Task

Section 1, Presentation (approximately 5 minutes)

The student will present an issue relating to the option selected for detailed study (Language and Culture through Literature and the Arts).

Section 2, Discussion (approximately 5 minutes)

A discussion between the student and the assessors will focus on aspects of the nominated issue.

Documentation to be provided by the student:

- photo ID
- Examination Advice Slip
- objects such as photographs, diagrams, maps and brief speaker's notes may be brought by the student.

Speaker's notes must be in point form on one side of a cue card no more than 20 cm x 12.5 cm.

For further information refer to the relevant study on the VCAA website at: www.vcaa.vic.edu.au/vce/studies/index.html

GENERAL ACHIEVEMENT TEST (GAT)

WHAT IS THE GENERAL ACHIEVEMENT TEST?

The General Achievement Test (GAT) is a three-hour test of general knowledge and skills in:

- **written communication**
- **mathematics, science and technology**
- **humanities, the arts and social sciences.**

WHY DO STUDENTS HAVE TO DO THE GAT?

While it is important that all students attempt the GAT, the GAT does not count directly towards your VCE. However, your GAT results play a very important part in your final assessments for the VCE.

They are used to check that your examinations and your School-assessed Tasks (SATs) and School-assessed Coursework (SACs) have been accurately and fairly assessed.

The GAT is used in these ways because GAT results are a good predictor of achievement in VCE studies. If you have done well on the GAT, then you are likely to do well on your school assessments and examinations.

The next section explains in more detail how the GAT is used to ensure that your final VCE results are as fair and accurate as possible.

HOW IS THE GAT USED?

Checking School-assessed Coursework results

The VCAA applies statistical moderation procedures to each school's coursework assessments to even out the differences in marking standards that may occur from school to school. This is to ensure that, even though students have completed different SACs and their work has been marked by different teachers, the final results are comparable across the state and are fair to all students.

The statistical moderation process compares the level and spread of each school's assessments of its students in each study with the level and spread of the same students' scores in the external examination, and adjusts the school scores if necessary.

In a number of studies, GAT results and examination results are used together in statistical moderation because it gives a better match with schools' coursework assessments throughout the state.

More information about statistical moderation can be found on the VCAA website.

Checking School-assessed Task results

The GAT is used to check each school's SAT assessments in Art, Design and Technology, Food and Technology, Media, Studio Arts, Systems Engineering, and Visual Communication and Design. If a school's assessments for a particular SAT are significantly higher or lower than would be expected from the students' GAT scores, the VCAA will send reviewers to the school to assess the work.

Checking examination results

The examination marking process is rigorous, carefully and expertly conducted, and designed to be fair to all students. Your examination papers are assessed twice, by two different assessors. Each assessment is done separately and each assessor does not know the marks given by the other assessor. If there is insufficient agreement between their assessment, the paper is assessed by a third assessor.

When the assessment is complete, there is a final check to identify any students with scores that are significantly lower

than expected. If your examination score is significantly different from the mark predicted by the GAT, your indicative grade given by the school and any other examination or SAT scores in the same study, your paper will be assessed again by the Chief Assessor's panel. Scores may go up or stay the same, but will not go down as a result of this final check.

Derived Examination Scores (DES)

Your GAT scores contribute to the calculations of your DES if the application is approved.

See page 16 of this booklet or the VCAA website <www.vcaa.vic.edu.au> for additional information on DES.

Note: Students can not apply for a DES for the GAT.

HOW DO STUDENTS PREPARE FOR THE GAT?

No special study is required for the GAT.

The general knowledge and skills that are tested are those you will have built up through your previous study in English, mathematics, science and social science. Each question provides all the information needed to work out the right answer.

You can get a good idea of the questions by looking at previous GAT papers. Previous GAT papers and answers to multiple-choice questions are available on the VCAA website: www.vcaa.vic.edu.au.

ABOUT THE GAT

Students complete the GAT in a single three-hour session. There are two writing tasks and 70 multiple-choice questions.

You may complete the tasks in any order, but it is recommended that you complete the writing tasks first, then the multiple-choice questions. The following time allocations are recommended:

Writing Task 1	30 minutes
Writing Task 2	30 minutes
Multiple-choice questions	2 hours
TOTAL	3 hours

Your answers to all tasks will be collected at the end of the three hours.

A copy of the front cover of the GAT, the assessment criteria and instructions for the writing tasks, the multiple-choice answer page, and instructions for answering multiple-choice questions will be published on the VCAA website in May 2010.

PERMITTED MATERIALS

You may take an English and/or bilingual printed dictionary into the GAT but not a thesaurus. Electronic dictionaries and calculators are **not permitted**. You will need pens, pencils and an eraser to complete your answers to the GAT. You must use either a blue or black pen to complete the two writing tasks and a pencil for the multiple-choice answer page.

THE TWO WRITING TASKS

Writing Task 1 will present written and graphical information in colour. You will be asked to write a piece that presents the main information in this material. You should **not** present an argument in your response. You will be assessed only on your writing skills and not any extra knowledge you may have about the material. Your writing will be judged on:

- **how well you organise and present your understanding of the material**
- **how effectively you communicate the information**
- **how clearly you express yourself.**

Writing Task 2 will present some statements on an issue. You will be asked to develop a piece of writing presenting a point of view on the issue based on **one or more** of the statements. You can include other knowledge or information you may have to support your view. You should aim to present reasons and arguments to support your view and to rebut opposing ideas. You should also aim to communicate clearly and effectively to the reader. Your writing will be judged on:

- **the extent to which you develop your point of view in a reasonable and convincing way**
- **how effectively you express yourself.**

THE MULTIPLE-CHOICE QUESTIONS

The multiple-choice questions will cover mathematics, science, technology, humanities, the arts, and social sciences. There will be 70 questions in this section, which will take about 2 hours to complete. You should attempt every question. Marks will not be deducted for incorrect answers.

You must use a pencil on the answer page for multiple-choice questions. The instructions will show you how to shade the boxes to show your answers.

The multiple-choice section consists of groups of questions or units. Each unit will offer one or more pieces of information and a number of questions about that information.

TIPS ON DOING THE GAT

- **Read all the information carefully.**
- **Read each question carefully and try to pick out the key ideas and information.**
- **For the multiple-choice questions, try to quickly reject choices that appear wrong, then read the question again and select the answer most likely to be right.**
- **Attempt all questions and don't spend too much time on any one question. Questions can also be revisited later.**

GAT RESULTS

Your GAT results will be reported to you in December in your results package.

Your GAT statement will show your raw score out of:

- **40 for written communication**
- **35 for mathematics, science and technology**
- **35 for humanities, the arts and social sciences.**

This statement will also report your GAT results as a standardised score for each component. The standardised score will be calculated and reported using the same scale that is used for study scores, that is on a scale from 0 to 50 with a mean of 30 and a standard deviation of 7.

In addition, your Statement of Results will show whether you sat for the GAT and whether or not your absence was authorised, if you didn't. A student's absence is only authorised if their school principal has obtained an exemption for them from the VCAA.

If you have questions about the GAT contact Information Services at the VCAA on:

Tel: (03) 9651 4544 or 1800 134 197

Fax: (03) 9651 4550

Email: vcaa@edumail.vic.gov.au

SPECIAL PROVISION

THERE ARE THREE TYPES OF SPECIAL PROVISION AVAILABLE TO VCE STUDENTS

For assessment, there are three forms of Special Provision possibly available to students:

- alternative arrangements or variations to school-based assessment requirements
- Special Examination Arrangements for external examinations
- Derived Examination Score.

How these work:

SPECIAL PROVISION FOR SCHOOL-BASED ASSESSMENT REQUIREMENTS

Students are eligible for Special Provision for school-based assessment if their ability to demonstrate their achievement is adversely affected by:

- illness – acute or chronic
- impairment – long term
- personal circumstances.

Students who think they might be eligible for Special Provision for school-based assessment must apply to their VCE Coordinator. For a medical condition, students will need to provide their school with a current medical letter outlining their diagnosis, the symptoms and the issues which will impact on their school performance. Students who have experienced a recent personal trauma will require current external evidence. Long-term impairments/disabilities will require a medical statement or recent intellectual and educational testing evidence (learning disability) and a history of how they have been assisted at school over the years.

If a student is eligible, their school will be able to assist them by:

- rescheduling assessment tasks, or
- setting alternative or substitute tasks, or
- allowing more time to complete a task, or
- allowing the use of different arrangements to complete an assessment.

If none of these provisions reasonably overcome a student's situation, their school may decide to determine their result from other assessments or work already done in that study.

SPECIAL EXAMINATION ARRANGEMENTS FOR EXTERNAL EXAMINATIONS

The VCAA recognises that some students with a disability/illness may require Special Examination Arrangements to enable them to access the examination questions and communicate their responses in a timed examination.

Students who think they might be eligible for this Special Provision must apply to their VCE Coordinator. The school must apply to the VCAA by completing the application form and include the appropriate supporting medical, psychological and educational documentation. If students have a long-term impairment, their school needs to provide details of the arrangements which have been provided for them at school. The VCAA will not approve Special Examination Arrangements to students who have long-term impairments where there has been no demonstrated requirement for the arrangements at school.

Special Examination Arrangements may include:

- rest breaks
- extra reading time in addition to the official reading time (if extra reading time is approved by the VCAA it will be incorporated into the student's examination writing time)
- extra writing time in addition to the official writing time.

VCE Coordinators are aware of other available options for Special Examination Arrangements.

Students who have been granted ESL status on the basis of unfamiliarity with the English language (but not because of a hearing impairment) are not eligible for Special Examination Arrangements on this reason alone.

Applications for Special Examination Arrangements for all 2010 examinations (including the GAT) closed on 5 March 2010.

DERIVED EXAMINATION SCORE (DES)

If a student becomes ill or experiences an accident or personal trauma at the time of their VCE examinations, they may apply for a DES.

Students must have independent professional evidence to support any DES application.

The official DES Individual Application containing details of eligibility and evidence requirements will be available from your VCE Coordinator shortly before each examination period.

Students cannot submit a DES application on the basis of:

- unfamiliarity with the English language
- teacher absence or other teacher related difficulties
- long-term or chronic conditions or illness
- matters that could have been avoided by the student, for example misreading the examination timetable or instructions or matters related to school discipline
- matters of the student's own choosing such as involvement in social events, sporting or training activities, school events, volunteer work.

This applies to all VCE examinations – written, oral and performance.

Attendance at examinations

Students are advised to attend every examination session if at all possible. Students should not miss an examination merely because they do not feel able to do their best.

The DES is designed for students who have completed the course leading to the examination but perform below expectations on the examination due to adverse circumstances.

If a student does not attend an examination and their application for a DES is not approved they will not receive a score for that examination. The VCAA does not expect students to attend an examination against medical advice, but they must still meet the DES eligibility requirements and have a definitive statement from an independent health professional recommending non-attendance at the examination. The student must have consulted this professional in a timely period as close as possible to the **day before the examination or on the same day as the examination** about their diagnosis and inability to attend.

If a student is prevented from attending an examination session it is imperative that they notify their principal or VCE coordinator immediately.

If a student is ill but able to attend the examination they should inform the VCE Coordinator of their condition as soon as possible before or during the examination. The student must have consulted the professional **two days before the examination or one day after the examination**. The Chief supervisor is responsible for completing the relevant section of the application form.

Closing date for DES applications

The VCAA must receive a DES application no later than 7 days after the student's last examination in the relevant examination period (June or October/November). The individual Student Assessment Timetable contains the DES closing dates.

Please note that there are individual closing dates for oral, performance, October LOTE written and October/November written examinations.

Completing the DES application

Students who believe they are eligible for a DES should first seek advice from their school. Forms are available from your VCE Coordinator.

Specific details on how to complete each section of the DES Application are provided on the form.

It is very important to read and follow these instructions carefully. Submitting an incomplete application may jeopardise the chances of the application being approved.

Submitting your application

The primary responsibility for submitting a correctly completed application form rests with the student.

If circumstances are of an exceptionally private and sensitive nature, students may apply directly to the VCAA. Students will still be required to provide evidence that meets the eligibility requirements.

The VCAA reserves the right to contact the school when statements involving the school need to be verified.

COMPASSIONATE LATE WITHDRAWAL OR INTERRUPTED STUDIES

If an illness or personal circumstance has been so severe that a student has not been coping with the VCE demands, they should discuss with their VCE Coordinator the possibility of Compassionate Late Withdrawal or Interrupted Studies status. The school will need supporting professional evidence if a student decides to pursue either of these options.

VICTORIAN TERTIARY ADMISSIONS CENTRE (VTAC)

Students are advised to be aware of the Victorian Tertiary Admissions Centre's (VTAC) Special Entry Access Schemes (SEAS) arrangements.

Check the VTAC website for details and closing dates:

www.vtac.edu.au

More information is available via schools and the VCAA website: **www.vcaa.vic.edu.au**

KEY WEBSITES

www.vcaa.vic.edu.au

for all VCE, VCAL and VET information

www.vtac.edu.au

for information on tertiary entry and the ATAR

www.education.vic.gov.au/beyondschool/tafe/tafereasons.htm

for information about going to TAFE

www.education.vic.gov.au/sensecyouth/qualsprograms

for VET courses in general

www.ntis.gov.au

for National Training Information Service

www.australianapprenticeships.gov.au

for apprenticeships/traineeships

www.year12whatnext.gov.au

for post-Year 12 advice

www.goingtouni.gov.au

for Australian universities course information

www.centrelink.gov.au

for student and youth allowance information

www.youthcentral.vic.gov.au

for a range of information and advice on studying, working and services for young people

www.education.vic.edu.au/sensecyouth/ontrack/

you will be contacted about *OnTrack*, after you leave school

RESULTS

VCE, VET and VCAL results will be released on **Monday 13 December 2010**. They will be available by phone, Internet and SMS services.

There will be a **Post Results Enquiry Service** to answer queries that arise after release of the results. This will be available between **Monday 13 and Thursday 16 December 2010**.

More details will be published from October 2010 on the VCAA website, in a flyer for students sent to schools for distribution and in the *VCAA Bulletin VCE, VCAL and VET*.

VTAC will send ATAR Statements to students who have lodged an application for tertiary entrance.

For queries about the **ATAR** contact VTAC.

Telephone: **1300 364 133**

Website: **www.vtac.edu.au**

A statement of marks can be obtained. Closing dates are on the form available on the VCAA website:

www.vcaa.vic.edu.au

VASS DOCUMENTS

Students should see their VCE Coordinator to obtain the following documents which can be downloaded from VASS:

- Student Examination Timetables
- Performance/Oral Examination Advice Slips and additional information about examination requirements
- Performance examinations
 - Performance Program Sheets (Music Group Performance, Music Solo Performance, VET Dance, VET Music)
 - Statement of Intention (Drama, Theatre Studies)
 - Statement of Expressive Intention (Dance)
 - Industry Statement (VET Music)
- Special Examination Arrangements Advice Slips.

CHECKLIST

What you need to bring to an examination:

1. pens, pencils, highlighters, erasers, sharpeners, rulers
2. approved materials for each examination, especially
 - dictionary (if approved)
 - calculator (if approved)
 - reference materials (if approved)
 - spare batteries for calculator.

ATAR (PREVIOUSLY ENTER)

Calculation of the Australian Tertiary Admissions Rank (ATAR) is the responsibility of the Victorian Tertiary Admissions Centre (VTAC). Any queries you have about the ATAR, applications for tertiary courses or selection procedures should be directed to:

VTAC
40 Park Street
South Melbourne, 3205

Telephone: **1300 364 133**

Website: **www.vtac.edu.au**

VCE EXAMS NAVIGATOR 2010

STUDENT INFORMATION & TIMETABLE

© Victorian Curriculum and Assessment Authority 2010

No part of this publication may be reproduced except as specified under the *Copyright Act 1968* or by permission from the VCAA. For more information go to: www.vcaa.vic.edu.au/aboutus/policies/policy-copyright.html

The VCAA provides the only official, up-to-date versions of VCAA publications. Details of updates can be found on the VCAA website: www.vcaa.vic.edu.au

This publication may contain copyright material belonging to a third-party. Every effort has been made to contact all copyright owners. If you believe that material in this publication is an infringement of your copyright please email the Copyright Officer: vcaa.copyright@edumail.vic.gov.au

ISBN 978-1-921702-24-2



Published by

VICTORIAN CURRICULUM AND ASSESSMENT AUTHORITY

41 St Andrews Place East Melbourne Victoria 3002 Australia

TELEPHONE +61 3 9651 4300 FACSIMILE +61 3 9651 4324

EMAIL vcaa@edumail.vic.gov.au

WEB www.vcaa.vic.edu.au

