

VICTORIAN CURRICULUM AND ASSESSMENT AUTHORITY



# **COPYRIGHT POLICY**

This policy is effective from May 2007

# VICTORIAN CURRICULUM AND ASSESSMENT AUTHORITY COPYRIGHT POLICY

The following copyright policy and charges come into effect from May 2007, and replace all existing charges. The policy and rates will be reviewed annually.

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## POLICY

The VCAA is the copyright owner of material and works produced by or on behalf of the VCAA.

No person may publish or make use of any material produced by the VCAA (except as provided by the provisions of the Copyright Act 1968) without the prior written permission of the VCAA.

Application requesting permission to reproduce VCAA copyright material must be submitted using the standard VCAA copyright request form. New editions, reprints and revisions will require a new application and fee.

Appropriate acknowledgement, as set out below, will be a condition upon which permission is granted. The recommended acknowledgement is:

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There will generally be no copyright fee charged when the proposed publication is to be produced by non-profit organisations solely for the purpose of private study or research.

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The VCAA will not allow the use of its name or the expression Victorian Certificate of Education, Victorian Certificate of Applied Learning, Victorian Essential Learning Standards, Curriculum and Standards Framework, Achievement II, Achievement Improvement Monitor, General Achievement Test or the expression VCE, VCAL, VELS, VASS, CSFII, AIM or GAT in any manner which:

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- B.** would constitute a breach of the rights of the VCAA in its name and those expressions.

Any organisation intending to include in their publications or advertising, produced for the purpose of profit or sale, reference to the expression Victorian Certificate of Education, Victorian Certificate of Applied Learning, Victorian Essential Learning Standards, Curriculum and Standards Framework, Achievement II, Achievement Improvement Monitor,

General Achievement Test or the expression VCE, VCAL, VELS, VASS, CSFII, AIM or GAT must seek written permission from VCAA prior to publication.

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No permission will be given for VCE examination papers or extracts to be communicated on internet sites. Permission may be sought for intranet sites and a hot link to the VCAA website.

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Written permission must be sought from the Victorian Curriculum and Assessment Authority before reproducing extracts of Study Designs.

When extracts from the VCE Handbook or Study Designs are reproduced it is requested that the following statement is inserted:

- These sections are only an extract from the VCE Administrative Handbook/Study Design.
- Students should consult the VCE Administrative Handbook/Study Design for more information.
- It is important that students read the VCE Bulletins for updates.

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Written permission must be sought from the Victorian Curriculum and Assessment Authority to reproduce the VCAL hands-on graphic and all Victorian Certificate of Applied Learning (VCAL) material.



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- The material must be identified as an extract, correctly sourced and acknowledged as Victorian Curriculum and Assessment Authority copyright.
- The site must have a hotlink to the Victorian Curriculum and Assessment Authority web site.
- The site must include the following statement close to the Victorian Curriculum and Assessment Authority material:

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## VCAA COPYRIGHT CHARGES

Copyright charges will usually apply for any commercial application. These charges are calculated based on the rates set out below. An administration fee of \$100.00 may apply to certain applications.

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The process for calculating the charge is based on the print run x recommended retail price x % of VCAA material included in publication (according to the scale supplied) plus GST.

Example: A print run of 2000 at \$9.95 where VCAA content is 7.5% of the book =  
 $2000 \times \$9.95 \times 10\% \times 7.5\% = 149.25$  (plus GST).

The copyright charge will be calculated on that % of the retail price according to the scale listed below:

#### Standard Rate:

8% of recommended retail sale price  
10% of recommended retail sale price  
12% of recommended retail sale price  
15% of recommended retail sale price

#### Print Run:

500 to 999 copies  
1000 to 3000 copies  
3001 to 8000 copies  
8001 copies and above

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65% of 8% of recommended retail price  
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65% of 12% of recommended retail price  
65% of 15% of recommended retail price

#### Print Run:

500 to 999 copies  
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8001 copies and above

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Where organisations conduct seminars for profit, which utilise VCAA material, there will be a fee of up to 10% of the charge of attendance by the number of participants multiplied by the per cent of VCAA material being reproduced.

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