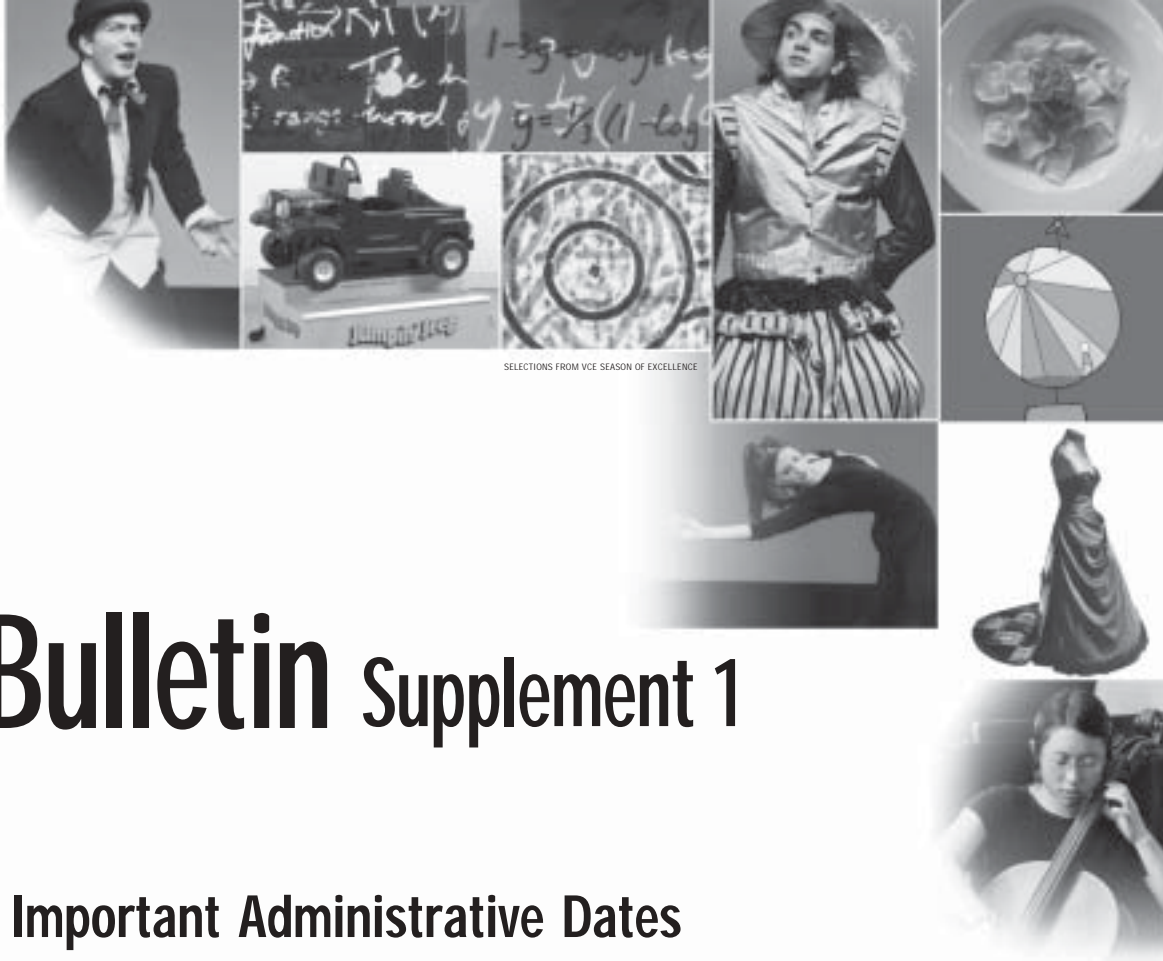


No. 6 September 2003

Victorian Certificate of Education
Victorian Certificate of Applied Learning



VCAA Bulletin Supplement 1

Important Administrative Dates



Important administrative dates

The following table provides important dates for students enrolled in the VCE and the VCAL.

2003

Friday 14 November	Earliest date that School-assessed Tasks in Arts and Technology may be returned to students. Final day for Principals to lodge Score Amendments for School-assessed Tasks from SIAR 1.
Monday 17 November	SIAR 4 scores for VCE Unit 4 School-assessed Coursework and VCE VET coursework due at VCAA.
Monday 24 November	SIAR 5 unit results due at VCAA.
Week beginning Monday 15 December	Results available to students. Final results available to schools. Results package sent to schools: <ul style="list-style-type: none">– Statements of Results for students studying VCE Units 1 and 2 only or VCAL– Certificates for students who have successfully completed their VCE or VCAL– VCE VET Statement of Results listing Units of Competence/Modules completed for students studying VCE Units 1 and 2 or VCAL– VET FE Statement of Results listing Units of Competence/Modules for student studying VCE Units 1 and 2 or VCAL. Statements of Results for students studying VCE Units 3 and 4 will be sent to students.

2004

Wednesday 28 January	Start of school year for government schools.
Friday 13 February	Final day for lodging, without a late fee, applications for Statements of Marks for all examinations held in 2003. Final day for Principals to lodge requests for Confirmation of 2003 Grades. Final day for students to lodge requests to inspect scripts for examinations held in October and November 2003.
Monday 23 February	Enrolment 1 data for VCE Units 3 and 4 due at the VCAA. This should include as much 2004 VCE VET and VCAL enrolment data as possible. International Baccalaureate (IB) students for the GAT should also be enrolled.
Wednesday 10 March	Final day for schools to lodge written applications for Alternative Instruments and Alternative Works in Music Performance: Solo, and Alternative Works in Music Performance: Group.
Monday 15 March	Final day for schools to lodge requests for new or combined examination centres in 2004 and requests for students to sit at centres other than the home school. Final day for schools to lodge the following application: <ul style="list-style-type: none">– supervisors for the 2004 GAT and VCE examinations
Wednesday 17 March	School Coursework Audit Notification (SCAN) identifying student coursework required for VCE Unit 3 received in schools.

Friday 19 March	<p>Final day for notifying the VCAA of alterations to unit results, initial school assessments for School-assessed Coursework and School-assessed Tasks for 2003. After this day all scripts and raw assessment data held at the VCAA will be destroyed.</p> <p>Final day for lodging, with a late fee, applications for Statements of Marks for 2003 examinations.</p>
Friday 2 April	<p>Final day for schools to lodge the following applications for examinations held in June:</p> <ul style="list-style-type: none"> - requests for students to sit examinations outside Victoria - Special Examination Arrangements - timetable clashes - earlier starting time - approval of hiring fees for sites in the community used by two or more schools. <p>End Term 1</p>
Friday 9 April to Monday 12 April	Easter Break
Monday 19 April	Start Term 2
Monday 3 May	<p>Enrolment 2 data due at the VCAA.</p> <p>This is the census date for all 2004 VET and VCAL enrolment data. The Office of School Education of the DE&T will use this VET data to determine funding for government schools.</p> <p>The VQA will use the VCAL data to determine funding to VCAL providers.</p> <p>After this date VASS will not allow schools to:</p> <ul style="list-style-type: none"> - Enrol or withdraw from VCE Units 3 and 4 sequences. This includes changes to Second Language enrolments. - Enrol or withdraw IB students for the GAT. - Enrol returning Interrupted Studies students. <p>Partnership details must be entered on VASS for VCE Unit 3 and VCE Unit 3/4 coursework.</p>
Week beginning Monday 10 May	First round invoices for full-fee-paying overseas students sent to schools.
Week beginning Monday 17 May	<p>June examination centres available on VASS.</p> <p>Special Examination Arrangements available on VASS.</p>
Monday 31 May	Indicative Grades June examinations due at VCAA.
Monday 7 June to Wednesday 9 June	Examinations and GAT held.
Monday 21 June	<p>SIAR 1 scores for VCE Studio Arts School-assessed Task 1 due at the VCAA.</p> <p>After this date VASS will not allow SIAR 1 results to be entered.</p>
Friday 25 June	End Term 2
Monday 12 July	<p>Start Term 3</p> <p>School Status Report (SSR) identifying Studio Arts School-assessed Task 1 from SIAR 1 required for review.</p>

Monday 19 July	<p>Enrolment 3 data due at the VCAA. This data should also contain 2004 VCE VET, VET FE and VCAL enrolment data.</p> <p>After this date VASS will not allow schools to withdraw student enrolments from VCE Unit 4.</p> <p>Review of School-assessed Task by visitation in Studio Arts begins.</p>
Friday 23 July	<p>Final day for schools to lodge the following applications for examinations held in October/November:</p> <ul style="list-style-type: none"> - requests for new or combined examination centres and for students to sit at centres other than home schools - requests for students to present for examinations outside Victoria - Special Examination Arrangements - timetable clashes - earlier starting time - approval of hiring fees for sites in the community used by two or more schools.
Monday 26 July	<p>SIAR 2 scores for Unit 3 School-assessed Coursework due at the VCAA.</p> <p>After this date VASS will not allow schools to enter SIAR 2 results.</p>
Wednesday 28 July	<p>VCE Unit 3 School-assessed Coursework audit material due at VCAA.</p>
Monday 2 August	<p>June examination results and Studio Arts grades available to schools.</p>
Friday 6 August	<p>Arts Performance and LOTE oral component examination advice slips available to schools.</p>
Friday 20 August	<p>Enrolment 4 data due at the VCAA. This data should also contain all 2004 VCE VET, VET FE and VCAL enrolment data.</p> <p>After this date VASS will not allow schools to:</p> <ul style="list-style-type: none"> - amend VCE VET assessment plan data - enter or withdraw enrolments for VCE VET modules for scored VCE Unit 3 and 4 sequences. <p>Partnership details must be entered on VASS for Unit 4 coursework.</p>
Monday 6 September	<p>October/November examination centres available on VASS.</p> <p>Special Examination Arrangements available on VASS.</p>
Monday 13 September	<p>Indicative Grades Performance and Oral examination due at VCAA.</p>
Friday 17 September	<p>End Term 3</p> <p>Final day for lodging applications for enrolment in 2005 in Chinese Second Language, Indonesian Second Language, Japanese Second Language or Korean Second Language.</p>
Monday 4 October	<p>Start Term 4</p>
Monday 4 October to Sunday 31 October	<p>Performance examinations and LOTE examinations: oral component.</p>
Friday 8 October	<p>Enrolment 5 data due at VCAA.</p> <p>After this date VASS will not allow schools to enrol or withdraw students in:</p> <ul style="list-style-type: none"> - VCE Units 1 and 2 - VCE VET and VET FE Units of Competence/Modules - VCAL units

Wednesday 13 October	<p>SIAR 3 School-assessed Task scores due at the VCAA. Indicative grades for November written examinations are also required.</p> <p>After this date VASS will not allow schools to enter SIAR 3 scores or indicative grades for the written examinations.</p>
Friday 15 October	Final day for lodging requests to inspect scripts for examinations in the June examination period.
Monday 18 October	School Status Report identifying School-assessed Tasks from the SIAR 3 required for review.
Tuesday 19 October	LOTE (CCAFL) written examinations.
Monday 25 October	Review by visitation of School-assessed Tasks begins.
Wednesday 27 October	VCE Unit 4 School-assessed Coursework audit material due at the VCAA.
Friday 29 October to Friday 19 November	Written examinations held.
Friday 12 November	<p>Final day for Principals to lodge Score Amendments for School-assessed Tasks from SIAR 1.</p> <p>Final day for Principals to lodge requests for Confirmation of Grades for results released to schools.</p> <p>Earliest date School-assessed Tasks in the Arts and Technology may be returned to students.</p>
Monday 15 November	<p>SIAR 4 scores for VCE Unit 4 School-assessed Coursework.</p> <p>After this date VASS will not allow schools to enter SIAR 4 scores.</p>
Monday 22 November	<p>SIAR 5 unit results due at the VCAA.</p> <p>After this date VASS will not allow schools to enter:</p> <ul style="list-style-type: none"> – VCE unit results – VCE VET and VET FE unit of competence/module results – VCE VET coursework results – VCAL unit results
Friday 26 November	<p>Last day for applications to be received by the VCAA for Derived Examination Scores.</p> <p>Final date to amend student addresses on VCAA. After this date no changes to addresses can be accepted.</p>
<p>Week beginning Monday 13 December Date to be confirmed</p>	<p>Results available to students.</p> <p>Final results available to schools.</p> <p>Results package sent to schools:</p> <ul style="list-style-type: none"> – Statements of Results for students studying VCE Units 1 and 2 only or VCAL – Certificates for students who have successfully completed their VCE or VCAL – VCE VET Statement of Results listing Units of Competence/Modules completed for students studying VCE Units 1 and 2 or VCAL – VET FE Statement of Results listing Units of Competence/Modules for student studying VCE Units 1 and 2 or VCAL. <p>Statements of Results for students studying VCE Units 3 and 4 will be sent to students.</p>

2005

Friday 11 February

Final day for lodging, without a late fee, **applications for Statements of Marks for all examinations held in 2004.**

Final day for Principals to lodge requests for **Confirmation of Grades for examinations in November 2004.**

Final day for lodging **requests to inspect scripts for examinations held in October and November 2004.**

Friday 17 March

Final day for Principals to lodge **Score Amendments** for School-assessed Tasks from SIAR 3 in 2004, and initial school assessments for School-assessed Coursework in 2004.

Final day for lodging, with a late fee, applications for **Statements of Marks** for all examinations held in 2004.

Final day for notifying the VCAA of **alterations to unit results** for students who attempted the VCE or VCAL in 2004.

NOTES



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