



VCAA **Bulletin** VCE, VCAL and VET Supplement 1

Important Administrative Dates

This Supplement replaces Part E of the *VCE and VCAL Administrative Handbook 2007* and Supplement 1 to the November 2006 VCAA Bulletin VCE, VCAL and VET No. 43.

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Updated March 2007



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

V = VASS critical date

2007

Date		Section reference
Tuesday 30 January	Start of school year for government schools.	
Friday 9 February	Final day for lodging, without a late fee, applications for Statements of Marks for all examinations held in 2006.	15.7
	Final day for principals to lodge requests for Confirmation of Grades for examinations in November 2006.	14.2
	Final day for students to lodge requests to inspect scripts for examinations held in October and November 2006.	15.8
Monday 26 February	ENROLMENT 1 VCE and VCE VET enrolments are required for: <ul style="list-style-type: none"> • VCE Unit 3 and 4 sequences • International Baccalaureate (IB) students for the GAT • VET Units of Competence/modules • VCAL • VCE Units 1 and 2. 	4.2.9
Friday 9 March	Final day for schools to lodge requests for new or combined examination centres in 2007 and requests for students to sit at centres other than the home school.	9.3.3
	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.	
	Final day for schools to lodge the following applications:	9.4.1
	– supervisors for the 2007 GAT and VCE examinations – Special Examination Arrangements for June, October and November examinations.	11.4
	Final day for lodging, with a late fee, applications for Statements of Marks for 2006 examinations.	15.7
	Final day for notifying the VCAA of alterations to unit results, and initial school assessments for School-assessed Coursework and School-assessed Tasks for 2006. After this date a late fee will be charged.	4.2.9
Friday 30 March	Final day for schools to lodge the following applications for examinations held in June:	
	• requests for students to sit examinations outside Victoria	9.10
	• timetable clashes	9.2.4
	• earlier starting time	9.2.5
	• approval of hiring fees for sites in the community used by two or more schools.	9.3.3
	End of Term 1.	

Date		Section reference
Friday 6 April	All 2006 examination scripts and raw assessment data held at the VCAA will be destroyed on this day.	15.8
Monday 16 April	Start of Term 2.	
Monday 23 April	School Coursework Audit Notification (SCAN) identifying student coursework required for VCE Unit 3 received in schools.	6.2.1
Monday 30 April	ENROLMENT 2	4.2.9
	After this date, VASS will not allow schools to:	
V	<ul style="list-style-type: none"> enter or withdraw enrolments for VCE Units 3 and 4 sequences 	12.2.1
	<ul style="list-style-type: none"> enter or withdraw enrolments for Units of Competence/modules for VCE VET scored Units 3 and 4 sequences 	5.5
	<ul style="list-style-type: none"> enter or withdraw Yr12 IB students for the General Achievement Test (GAT) 	5.5
	<ul style="list-style-type: none"> enter returning Interrupted Studies students. 	
	Partnership details must be entered on VASS for VCE Unit 3 and VCE Units 3/4 coursework.	4.6.1, 12.2.1
Tuesday 1 May	First-round invoices for full-fee-paying overseas students sent to schools.	5.9.1
Week beginning Monday 14 May	June examination centres available on VASS.	4.3.8
	Special Examination Arrangements available on VASS.	
Friday 25 May	Final day for lodging entry forms for VCAA Plain English Speaking Award.	6.5.6
Monday 28 May	SIEG 1	
V	After this date VASS will not allow the entry of:	
	<ul style="list-style-type: none"> Indicative Grades for June examinations. 	9.9.1
Tuesday 12 June to Thursday 14 June	June written examination: Tuesday 12 and Wednesday 13.	9.2.2
	GAT: Thursday 14 June.	13
Monday 18 June	SIAR 1 scores for VCE Studio Arts School-assessed Task 1.	10.5.3
V	After this date VASS will not allow SIAR 1 results to be entered.	
Friday 22 June	Applications for exemption from the GAT due at VCAA.	
Monday 25 June	ENROLMENT 3	4.2.9
V	This data should contain 2007 VCE, VET and VCAL enrolment data that is known and available to schools.	
	After this date VASS will not allow schools to withdraw student enrolments from VCE Unit 4.	
Friday 29 June	End of Term 2.	
Monday 16 July	Start of Term 3.	
	School-assessed Task 1 results from SIAR 1 that are required for review available through VASS.	

Date		Section reference
Friday 20 July	Final day for schools to lodge the following applications for examinations held in October/November: <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 • timetable clashes • earlier starting time • approval of hiring fees for sites in the community used by two or more schools. 	9.3.3 9.10 9.2.4 9.2.5 9.3.3
Monday 23 July V	SIAR 2 scores for VCE Unit 3 School-assessed Coursework. After this date VASS will not allow schools to enter SIAR 2 results. A list of studies in the cycle can be found in Appendix 1. Review of School-assessed Task by visitation in Studio Arts begins.	10.5.5
Monday 6 August	June examination results and Studio Arts grades available to schools through VASS.	14.1.1
Wednesday 8 August	VCE Unit 3 School-assessed Coursework audit material due at VCAA. <ul style="list-style-type: none"> • Anomalous grade report will be available through VASS for the June examination. 	9.9.1
Monday 13 August	Arts Performance and LOTE oral component examination advice slips available to schools.	4.3.8
Friday 17 August V	ENROLMENT 4 After this date VASS will not allow schools to: <ul style="list-style-type: none"> • modify Assessment Plans or Registered Training Organisation (RTO) details for scored VCE VET programs • enter partnership details for Unit 4 coursework. 	4.2.9 4.6.1
Monday 10 September	October/November examination centres available through VASS. Special Examination Arrangements available through VASS.	
Monday 17 September V	SIEG 2 Indicative Grades for Arts Performance examinations are required. After this date VASS will not allow schools to enter Indicative Grades for Arts Performance examinations.	
Friday 21 September	End of Term 3. Final day for lodging applications for enrolment in 2008 in Chinese Second Language, Chinese Second Language Advanced, Indonesian Second Language, Japanese Second Language or Korean Second Language.	5.2.2
Monday 8 October	Start of Term 4.	
Monday 8 October to Sunday 4 November	Arts Performance examinations and LOTE examinations: oral component.	9.2.1

Date		Section reference
Friday 12 October	Final day for lodging requests to inspect scripts for examinations in the June examination period.	15.7
Monday 15 October	<p>SIAR 3</p> <p>Scores for VCE School-assessed Tasks.</p> <p>After this date VASS will not allow schools to enter SIAR 3 scores.</p> <p>A list of studies in the cycle can be found in Appendix 1.</p>	10.5.3
V		
Thursday 18 October	<p>LOTE (CCAFL) written examinations.</p> <p>Final day for lodging application forms for Top Designs, Top Arts and Top Screen (VCE Media only) in the VCE Season of Excellence 2008 (VCE Design and Technology, Food and Technology, Systems Engineering, Media, Art, Studio Arts, Visual Communication and Design).</p>	6.5.4
Monday 22 October	<p>SIEG 3</p> <p>Indicative grades for November written examinations are required.</p> <p>After this date VASS will not allow schools to enter indicative grades.</p> <p>School Status Report identifying School-assessed Tasks from the SIAR 3 required for review.</p>	9.9.1
V		
Wednesday 24 October	<p>VCE Unit 4 School-assessed Coursework audit material due at the VCAA.</p> <p>Auslan examination to be held – (to be confirmed).</p>	
Monday 29 October	Review by visitation of School-assessed Tasks begins.	
Friday 2 November to Thursday 22 November	Written examinations held.	
Friday 9 November	<p>Final day for principals to lodge Score Amendments for VCE School-assessed Tasks from SIAR 1.</p> <p>Final day for principals to lodge requests for Confirmation of Grades for June examination results released to schools.</p> <p>Earliest date School-assessed Tasks in the Arts and Technology may be returned to students.</p>	14.2
Monday 12 November	<p>SIAR 4</p> <p>Scores for VCE Unit 4 School-assessed Coursework.</p> <p>After this date VASS will not allow schools to enter SIAR 4 scores.</p>	4.2.9
V		
Thursday 15 November	Final date for lodging applications for Top Screen (work from VCE VET Multimedia only) in the VCE Season of Excellence 2008.	6.5.4

Date	ENROLMENT 5	Section reference
Monday 19 November	<p data-bbox="277 264 296 291">V</p> <p data-bbox="440 264 1011 362">This data should be a complete record of all VCE, VCE VET, VET FE and VCAL enrolments for the current year.</p> <p data-bbox="440 380 1043 439">After this date VASS will not allow schools to enrol or withdraw students in:</p> <ul data-bbox="440 452 1005 546" style="list-style-type: none"> • VCE Units 1 and 2 • VCE VET and VET FE Units of Competence/modules • VCAL units. <p data-bbox="440 568 820 595">SIAR 5 unit results due at the VCAA.</p> <p data-bbox="440 618 951 645">After this date VASS will not allow schools to enter:</p> <ul data-bbox="440 658 893 797" style="list-style-type: none"> • VCE unit results • VET Units of Competence/modules results • VCE VET coursework task scores • VCAL unit results. 	4.2.9
Friday 30 November	<p data-bbox="277 873 296 900">V</p> <p data-bbox="440 873 842 900">Final date to amend student addresses.</p> <p data-bbox="440 927 976 990">After this date no changes to addresses or other student personal details can be accepted.</p>	4.2.9
Monday 17 December	<p data-bbox="277 1057 296 1084">V</p> <p data-bbox="440 1012 740 1039">Results available to students.</p> <p data-bbox="440 1052 772 1079">Final results available to schools.</p> <p data-bbox="440 1088 753 1115">Results package sent to schools:</p> <ul data-bbox="440 1128 1043 1361" style="list-style-type: none"> • Statements of Results for students studying VCE Units 1 and 2 or VCAL • Certificates for students who have successfully completed their VCE or VCAL • VCE VET and VET/Further Education Statement of Results listing Units of Competence/modules completed for students studying VCE Units 1 and 2 only and VCAL. <p data-bbox="440 1384 1011 1442">Statements of Results for students enrolled in at least one VCE Unit 3 and 4 sequence will be sent to students.</p>	15
Wednesday 19 December	<p data-bbox="440 1464 1043 1523">Anomalous grade report will be available through VASS for the October/November examinations.</p>	9.9.1

2008

Date		Section reference
Friday 8 February	Final day for lodging, without a late fee, applications for Statements of Marks for all examinations held in 2007.	15.7
	Final day for principals to lodge requests for Confirmation of Grades for examinations in November 2007.	14.2
	Final day for lodging requests to inspect scripts for examinations held in October and November 2007.	15.8
Friday 14 March	Final day for principals to lodge Score Amendments for School-assessed Tasks from SIAR 3 in 2007, and initial school assessments for School-assessed Coursework in 2007.	
	Final day for lodging, with a late fee, applications for Statements of Marks for all examinations held in 2007.	15.7
	Final day for notifying the VCAA of alterations to unit results for students who attempted the VCE or VCAL in 2007. A late fee will be charged after this date.	



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