

No. 76 November 2009

Principal VCE/VCAL/VET Coordinators VCE/VCAL/VET Teachers

Supplement 1

Important administrative dates 2010

This replaces the print copy of the October 2009 VCAA Bulletin Supplement 1

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

V = VASS critical date

2010

Date	
Wednesday 27 January	Start of school year for government schools.
Friday 19 February	Final day for: <ul style="list-style-type: none"> principals to lodge requests for Confirmation of Grades for examinations held in October/November 2009 students to lodge requests to inspect scripts for examinations held in October/November 2009 students to lodge without a late fee, applications for Statements of Marks for all examinations held in 2009.
Monday 22 February	ENROLMENT 1
V	<p>It is imperative that schools enter as much of the following enrolment data as possible by this date:</p> <ul style="list-style-type: none"> VCE Units 1–4 VCAL Certificates and VCAL units VET Certificates and units of competence/modules Registration of IB students (Years 11 and 12) <p>ENROLMENT 1 data is used for initial planning associated with the June and October/November examinations and to determine the School Coursework Audit. Schools are still able to modify enrolment data after this date.</p>
Friday 5 March	Final day for: <ul style="list-style-type: none"> schools to lodge requests for 2010 to: <ul style="list-style-type: none"> continue being a written examination centre create a new written examination centre combine with another school for written examinations request for individual students to sit at centres other than their home school schools to lodge the following applications: <ul style="list-style-type: none"> supervisors for the 2010 GAT and VCE examinations Special Examination Arrangements for June, October and November examinations. schools to lodge written applications for Alternative Instruments and Alternative Works in Music Solo Performance, and Alternative Works in Music Group Performance.
Friday 12 March	Final day for: <ul style="list-style-type: none"> notifying the VCAA of alterations to unit results, and initial school assessments for School-assessed Coursework and School-assessed Tasks for 2009. After this date a late fee will be charged students to lodge with a late fee, applications for Statements of Marks for 2009 examinations.
Friday 19 March	Final day for principals to lodge applications for Student Examination Reassessment for examinations held in 2009.
Friday 26 March	Final day for schools to lodge the following applications for examinations held in June: <ul style="list-style-type: none"> approval of hiring fees for sites in the community used by two or more schools earlier starting time requests for students to sit examinations outside Victoria. <p>End of Term 1</p>

Date	
Friday 9 April	All 2009 examination scripts and raw assessment data held at the VCAA will be destroyed on this day.
Monday 12 April	Start of Term 2.
Monday 19 April	School Coursework Audit Notification (SCAN) identifying student coursework required for VCE Unit 3 and Unit 4 received in schools. VCAL quality assurance Sample Assessment Task Templates completed and forwarded to the VCAL Liaison Teacher.
Wednesday 28 April	ENROLMENT 2 This data should contain 2010 VCE, VCAL and VET enrolment data that is known and available to schools. 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 • enter or withdraw enrolments for units of competence/modules for VCE VET scored Units 3 and 4 sequences • register IB students • enter returning Interrupted Studies students. Partnership details must be entered on VASS for VCE Unit 3 and VCE Units 3 and 4 coursework.
Monday 3 May	First-round invoices for full-fee-paying overseas students sent to schools.
Week beginning Monday 10 May	June examination centres available on VASS. Special Examination Arrangements available on VASS.
Monday 7 June	SIEG 1 V Indicative Grades for June examinations are due After this date VASS will not allow the entry of Indicative Grades for June examinations.
Tuesday 8 June to Thursday 10 June	June written examinations: Tuesday 8 and Wednesday 9. GAT: Thursday 10 June.
Tuesday 15 June	SIAR 1 scores for VCE Studio Arts School-assessed Task 1. V After this date VASS will not allow SIAR 1 results to be entered.
Friday 18 June	Applications for exemption from the GAT due at VCAA.
Friday 25 June	End of Term 2. Final day for schools to flag students eligible for a VCAL Certificate at mid year by running VCAL Mid year Reporting function on VASS.
Monday 12 July	Start of Term 3. SIAR 1 School-assessed Tasks that are required for review available through VASS.
Monday 19 July	ENROLMENT 3 V This data should contain 2010 VCE, VCAL and VET 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. Review of School-assessed Task by visitation in Studio Arts begins.

Date	
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"> • approval of hiring fees for sites in the community used by two or more schools • earlier starting time • requests for new or combined examination centres and for students to sit at centres other than home schools • requests for students to sit examinations outside Victoria • timetable clashes.
Monday 26 July	<p>SIAR 2 scores for VCE Unit 3 School-assessed Coursework.</p> <p>After this date VASS will not allow schools to enter SIAR 2 results.</p>
Monday 2 August	<p>June examination results and Studio Arts grades available to schools through VASS.</p>
Wednesday 4 August	<p>VCE Unit 3 School-assessed Coursework audit material due at VCAA.</p> <p>Anomalous grade report will be available through VASS for the June examination.</p>
Monday 9 August	<p>Arts Performance Examination and LOTE oral component examination advice slips available to schools.</p>
Friday 13 August	<p>ENROLMENT 4</p> <p>This data should contain 2010 VCE, VCAL and VET enrolment data that is known and available to schools.</p> <p>After this date VASS will not allow schools to:</p> <ul style="list-style-type: none"> • modify Assessment Plans or RTO details for scored VCE VET programs <p>Partnership details must be entered on VASS for VCE Unit 4 coursework.</p>
Monday 6 September	<p>October/November examination centres available through VASS.</p> <p>Special Examination Arrangements available through VASS.</p>
Friday 17 September	<p>SIEG 2</p> <p>Indicative Grades for Arts Performance examinations are required.</p> <p>After this date VASS will not allow schools to enter Indicative Grades for Arts Performance examinations.</p> <p>Final day for students to lodge requests to inspect scripts for examinations in the June examination period.</p> <p>End of Term 3.</p>
Monday 4 October	<p>Start of Term 4.</p>
Monday 4 October to Sunday 31 October	<p>Arts Performance examinations and LOTE examinations: oral component.</p>
Monday 11 October	<p>SIAR 3 scores for VCE School-assessed Tasks.</p> <p>After this date VASS will not allow schools to enter SIAR 3 scores.</p>
Thursday 14 October	<p>Final day for lodging application forms for Top Designs, Top Arts and Top Screen in the VCE Season of Excellence 2011 (VCE Design and Technology, Food and Technology, Systems Engineering, Media, Art, Studio Arts, Visual Communication and Design).</p>

Date	
Friday 16 October	Final day for lodging applications for enrolment in 2011 in Chinese Second Language, Chinese Second Language Advanced, Indonesian Second Language, Japanese Second Language or Korean Second Language
Monday 18 October	SIAR 3 School-assessed Tasks that are required for review available through VASS
V	
Tuesday 19 October	LOTE (CCAFL) written examinations
Wednesday 20 October	VCE Unit 4 School-assessed Coursework audit material due at the VCAA.
Monday 25 October	Review by visitation of School-assessed Tasks begins.
Wednesday 27 October	Auslan examination to be held. SIEG 3 Indicative grades for November written examinations are required. After this date VASS will not allow schools to enter indicative grades.
Thursday 28 October to Friday 19 November	Written examinations held.
Friday 29 October	Final day for lodging applications for the Margaret Schofield Memorial Scholarship.
Friday 5 November	Final day for principals to lodge: <ul style="list-style-type: none"> • requests for Confirmation of Grades for June examination results released to schools • score amendments for VCE School-assessed Tasks from SIAR 1. Earliest date School-assessed Tasks in the Arts and Technology may be returned to students.
Monday 8 November	SIAR 4 scores for VCE Unit 4 School-assessed Coursework.
V	After this date VASS will not allow schools to enter SIAR 4 scores.
Thursday 11 November	Final date for lodging applications for Top Designs (work from VCE VET Multimedia ONLY) in the VCE Season of Excellence 2011.
Monday 15 November	ENROLMENT 5
V	This data should be a complete record of all VCE, VCAL and VET enrolments for the current year. After this date VASS will not allow schools to enrol or withdraw students in: <ul style="list-style-type: none"> • VCE Units 1 and 2 • VCAL units • VET units of competence/modules. SIAR 5 unit results due at the VCAA. After this date VASS will not allow schools to enter: <ul style="list-style-type: none"> • VCE unit results • VCAL unit results • VET units of competence/modules results • VCE VET coursework task scores.

Date	
Friday 26 November	ENROLMENT 6
V	<p>Final date to amend student addresses.</p> <p>After this date no changes to addresses or other student personal details for 2010 can be accepted.</p> <p>Applications for Themed VCAL in 2011 close.</p>
Friday 3 December	Applications close for 2010 VCAL Achievement Awards.
Monday 13 December	Results available to students.
V	<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 or VCAL • Certificates for students who have successfully completed their VCE or VCAL • VCE VET and VET/FE Statement of Results listing units of competence/modules completed for students studying VCE Units 1 and 2 only and VCAL. <p>Statements of Results for students enrolled in at least one VCE Units 3 and 4 sequence will be sent to students.</p>
Wednesday 15 December	Anomalous grade report will be available through VASS for the October/November examinations.
Friday 17 December	<p>End of Term 4.</p> <p>End of 2010 school year.</p>

2011

Date

Friday 18 February Final day for:

- principals to lodge requests for **Confirmation of Grades for examinations held in October/November 2010**
- students to lodge **requests to inspect scripts for examinations held in October/November 2010**
- students to lodge without a late fee, **applications for Statements of Marks for all examinations held in 2010.**

Friday 11 March Final day for:

- notifying the VCAA of **alterations to unit results** for students who attempted the VCE or VCAL in 2010. A late fee will be charged after this date
- principals to lodge **Score Amendments** for School-assessed Tasks from SIAR 3 in 2010, and initial school assessments for School-assessed Coursework in 2010
- students to lodge, with a late fee, applications for **Statements of Marks** for all examinations held in 2010.

Friday 18 March Final day for principals to lodge applications for Student Examination Reassessment for examinations held in 2010.



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