



# Authentication Record for School-assessed Tasks

**Please print clearly and in CAPITAL LETTERS.**

*This form must be completed by the class teacher. It provides a record of the monitoring of the student's work in progress for authentication purposes.*

**Study** \_\_\_\_\_ **School-assessed Tasks** \_\_\_\_\_

**Student name** \_\_\_\_\_ **VCAA Student Number**

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**Teacher** \_\_\_\_\_ **Class** \_\_\_\_\_

Activity	Date	Authentication issues/comments	Teacher's initials	Student's initials
Acceptance of topic/ folio topic/plan/ statement of intention/ design/work brief/ folio ideas	___/___/2009			
Observation of individual work in class  (spaced over the duration of the task)	Observation 1 ___/___/2009  Observation 2 ___/___/2009  Observation 3 ___/___/2009			
Receipt of draft* for written comment as required in the procedures and rules for School-assessed Tasks	___/___/2009			
Final submission	___/___/2009			

I declare that all resource materials and assistance used have been acknowledged and that all unacknowledged work is my own.

**Student signature** \_\_\_\_\_

This sheet is to be retained by the school, sighted by the principal, and filed (see Section 10.1.2 of the *VCE and VCAL Administrative Handbook 2009*). It should be produced if the work is reviewed by visitation.

\*Draft in the case of the School-assessed Task should be interpreted as the stage at which any formal comment is made on the task.