



Application for Statement of Marks & Inspection of Examination Scripts

VCAA Privacy Statement

The Victorian Curriculum and Assessment Authority (VCAA) is a statutory authority established under the *Education Training and Reform Act 2006*. The VCAA is committed to protecting all personal information collected and handling this data in accordance with the *Information Privacy Act 2000*. All of the information we collect from you will be kept secure and confidential.

STUDENT NAME _____

STUDENT ADDRESS _____

STUDENT NUMBER

STEP 1: Make your choice

Please indicate which service/s you require by marking the appropriate box/es below with a cross. For studies with two examinations, please specify Exam 1 or 2.

Study	Statement of Marks	Statement of Study Score	Inspection of Examination Script	
			at your school	at the VCAA
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Exam period: June October/November

Applications for Inspection of June Examination Scripts have closed

If required vision impaired students may specify an alternative format _____

STEP 2: Signature

The student must sign here:

_____	_____	_____
Student's Signature	Contact phone number	Date

For inspection of an exam script at your school, your Principal must sign here:

_____	_____	_____
Please print school name	Principal's signature	Date

STEP 3: Calculate Cost

Number of Statements requested _____ at \$8.55 each \$ _____

Number of Inspections requested at the VCAA _____ at \$9.15 each \$ _____

Number of Inspections requested at school _____ at \$19.40 each \$ _____

1. Applications for Statement of Marks, GAT and Study Score close Friday 19 February 2010.
 After this date applications will be accepted until Friday 12 March 2010 with a late fee of \$32.75.
 Applications received after this date will not be processed.

\$32.75 \$ _____ (late fee)

2. Applications for Inspection of October/November Exam Scripts close Friday 19 February 2010.
 There is no provision for late applications. Applications received after this date will not be processed.

Total Payment \$ _____ (GST exempt)

STEP 4: Payment Details

Here is my payment for the amount of \$ _____ Cheque/Money order (payable to the VCAA)

Visa Card Master Card Card No. Expiry date /

Cardholder's Name: (Mr/Mrs/Ms/Miss) _____
 First Name Initial Surname

Cardholder's signature _____

Telephone: Work _____ Private _____ Mobile _____

This document becomes a Tax Invoice upon payment. Please make a copy of this form for your own taxation records as no receipt will be supplied.

STEP 5: Submit Application

Return completed application and payment to

Mail: Student Records and Results Unit, VCAA, 41 St Andrews Place, East Melbourne VIC 3002 or Fax: (03) 9651 4324 (credit card payments only)



Are you looking for more details about your 2009 VCE Results?

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If you wish to obtain any of the following statements or inspect your examination scripts, please complete the application form over the page.

- You the student must sign the application.
- Applications will not be processed unless the correct payment is included.

Statement of Study Score

This will tell you your actual Graded Assessment scores and explain how your study score was calculated.

- The fee for a Statement of Study Score is \$8.55 per study.

Statement of Examination Marks

This will tell you the mark you received for each question or criterion on the examination and the maximum mark obtainable. It will also tell you the range of scores that correspond to the grade you received.

- The fee for a Statement of Examination Marks is \$8.55 per examination.

Statement of GAT Examination Marks

This will tell you the correct response and your response to each multiple-choice question, your total mark for each multiple-choice component and your mark for the written components.

- The fee for a Statement of GAT Examination Marks is \$8.55.

Inspection of Examination Scripts

You may inspect your October/November written examination scripts or listen to the tape of your Music Performance (Solo or Group) examination. Inspections are not available for LOTE oral examinations, performance examinations in Dance, Drama and Theatre Studies. June examinations are no longer available for inspection.

Scripts do not contain any assessor's marks or comments. You are strongly advised to obtain the relevant Statement of Marks prior to an inspection and arrange to have your teacher present.

There are two options available for inspecting an examination script.

At the VCAA

Inspections may take place at the VCAA. An appointment must be made for the inspection. There is a fee of \$9.15 per script inspected.

At the School

Inspections may take place at your school with the principal's permission. There is a fee of \$19.40 per script inspected. Material will be mailed to the principal. An appointment must be made for the inspection.

APPLICATION CLOSING DATES

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Applications for Inspection of October/November Exam Scripts close Friday 19 February 2010.
There is no provision for late applications. Applications received after this date will not be processed.

Applications for Inspection of June Examination Scripts closed on Friday 18 September 2009.