Application for enrolment in
Japanese Second Language Units 3 and 4 in 2021

COLLECTION NOTICE
The Victorian Curriculum and Assessment Authority (VCAA) is a statutory authority continued under the Education and Training Reform Act 2006 (Vic). The VCAA collects the information requested in this form, which includes personal information within the meaning of the Privacy and Data Protection Act 2014 (Vic), for the purpose of facilitating an application for a student to enrol in Japanese Second Language (JSL). The personal information collected in this form, including any attachments, will be disclosed to and used by relevant VCAA employees and/or contractors for and in connection with the aforesaid purpose. The personal information collected will not otherwise be used or disclosed by the VCAA, except with the consent of the individual, or if the VCAA is required or otherwise permitted by law to do so. When an individual's personal information is provided to the VCAA by a third party, the VCAA requests that the individual is made aware their personal information will be or has been provided to the VCAA, the purpose for which it will be or was provided to and for whom it will be or is likely to be disclosed. If the requested personal information is not provided, the application will not be processed. An individual may request access to personal information the VCAA holds about them, if any, and request its correction if inaccurate. To do so, please contact VCAA Student Records and Results Unit on (03) 9032 1742. The VCAA Privacy Policy can be found at: www.vcaa.vic.edu.au/Footer/Pages/Privacy.aspx

The application should be submitted by Friday 16 October 2020 to Student Records and Results Unit via email to student.records@education.vic.gov.au or by fax to (03) 9032 1591.

The application is to be completed by all students who wish to enrol in Japanese Second Language Units 3 and 4 in 2021 and must be returned to the home school for the required endorsement by the principal or delegate.

If the information supplied in this application is found to be incorrect, the applicant's eligibility for Japanese Second Language enrolment will be denied.

Please print clearly and in CAPITAL LETTERS.

VCAA Student number
Female Male Gender X (undefined)

SECTION 1: PRINCIPAL OR DELEGATE DECLARATION
To be completed by the principal or delegate of the home school for this student.

I certify that the student has read a copy of the eligibility criteria for Japanese Second Language Units 3 and 4, and that the information attached is true and correct to the best of my knowledge.

This student is recommended as eligible / not eligible for enrolment in Japanese Second Language. (Please circle eligibility status.)

Principal or delegate name
Principal or delegate signature
Date __/__/____
Home school
VCAA school code
Assessing school
VCAA school code

SECTION 2: CERTIFICATION BY STUDENT AND PARENT/GUARDIAN
Please complete the following checklist about the information you have provided before you sign this declaration.

Part 1 I understand that I may be asked to supply proof of my residence in any country and proof of my education in a language other than Japanese.
If you require translation, contact the National Accreditation Authority for Translators and Interpreters (NAATI) website: www.naati.com.au and email: infovic@naati.com.au.

To expedite the processing of this application I have attached the proof to this form.

IF THE VCAA DOES NOT HAVE CLEAR INFORMATION ABOUT THE EDUCATIONAL BACKGROUND OR PERIOD OF RESIDENCE OF THE APPLICANT, THE PROCESSING OF THE APPLICATION WILL BE DELAYED.

Part 2 I certify that the following information is correct to the best of my knowledge.

Student surname
Student first name
Student signature Date __/__/____

Part 3 I certify that the following information is correct to the best of my knowledge.

Parent/Guardian surname
Parent/Guardian first name
Parent/Guardian signature Date __/__/____
SECTION 3: STUDENT’S PERSONAL INFORMATION

Country of birth

Date of arrival in Australia (if born overseas)

Date of birth

Age on arrival in Australia (if born overseas)

Years

Months

Documents provided:

Passport

Birth certificate

Other (please specify)

Have you ever studied in a school where the medium of instruction was Japanese?

Yes

No

Which of the following best describes your VCE enrolment in 2021? (tick one only)

Full-time Year 12

Full-time Year 11

Other (please specify)

SECTION 4: EDUCATION AND RESIDENCE HISTORY

Please describe each year of your schooling, including part years, using the spaces provided below. Please complete each box. Where you have no information to put in a box, then write ‘NIL’.

In Column 5 you are asked about the language of instruction at your full-time day school. This means the language most commonly used by teachers during classes. If you have studied overseas, you are required to support your application with documentation that demonstrates the period/s of time you have not been educated through the medium of Japanese language. Acceptable documentation includes school reports, an official letter from the school or a statement from the Ministry of Education in the state or country where the student attended school.

Non-attendance or absence from school in any year, or part-year, will not be accepted as grounds for eligibility unless accompanied by official documentation (evidence may be a statement from a local education authority or other formal source).

Name of the school providing report:

All supporting documentation must be in English or translated into English by a recognised translation authority.

<table>
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<th>Month/Year (1)</th>
<th>Country of residence (2)</th>
<th>Name of your full-time day school (3)</th>
<th>Grade level (4)</th>
<th>Language of school instruction (5)</th>
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