

Application for credit towards the VCE and VPC

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) (PDP Act), for the purpose of facilitating an application for a student to obtain credit towards the VCE, VCE VM or VPC. The personal information collected in this form will be disclosed to and used by relevant VCAA employees and/or contractors in the VCAA Student Records and Results Unit for and in connection with the abovementioned 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 and to whom it will be or is likely to be disclosed. If the requested personal information is not provided, the student named on this form will not be able to obtain credit towards the VCE, VCE VM or VPC. An individual may request access to personal information the VCAA holds about them, 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.

Return application to Student Records and Results Unit by email to student.records@education.vic.gov.au or by fax to (03) 9032 1591.

This application is to be completed by all students who are currently enrolled in the VCE, VCE VM or VPC and are seeking to obtain credit for one of the following:

- Interstate equivalent studies.
- Overseas equivalent studies.
- International Baccalaureate (IB) studies.
- Statements of attainment and/or certificates for Vocational Education and Training (VET) (VE1, VE2 and VE3).

The amount of credit granted can be checked on VASS at: Student Program > Student Program Enquiries Reports > Students with Accumulative Credit.

Please print clearly and in **CAPITAL LETTERS**

SECTION 1: STUDENT INFORMATION

Please ensure details are identical to those on VASS.

VCAA Student Number

Student surname

Student first name

Date of birth / / Gender (M or F or X*)

*X means 'self-described,' which refers to a gender identity that is not exclusively female or male. A self-described gender does not need to be reflected on your birth certificate and other primary legal documentation, but a change from M to F or vice versa must match your legal identity documentation.

SECTION 2: SCHOOL INFORMATION

Current enrolment VCE VCE VM VPC

School name

School telephone number () VCAA school code

SECTION 3: EQUIVALENT STUDY DETAILS

Please confirm which equivalent qualification is being applied for and complete its relevant section below:

INTERSTATE

Credit for Units 1 and 2, schools recommend the amount of credit granted. Decisions on the amount of credit to be granted at Unit 3 and 4 level will be made by the VCAA. **This application must be accompanied by copies (certified by the principal or delegate) of statements of results or certificates for interstate studies.**

State or territory

Name of qualification

Year qualification obtained/attempted

This qualification was attempted over: half an academic year full academic year

PRINCIPAL ASSESSMENT

To be completed by the principal or delegate – only for interstate students with full or part Year 11 qualifications.

Total number of Unit 1 and 2 level credited Total number of English at Unit 1 and 2 credited (0,1 or 2)

Unit 3 and 4 level (decision on the amount of credit to be granted will be made by VCAA.)

