

Victorian Certificate of Education

Application for Statement of Equivalent Qualification

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 statement of equivalent qualification, including processing the payment of relevant application fees. The personal information collected in this form will be disclosed to and used by relevant VCAA employees and/or contractors 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 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.

Return application by mail or lodge in person to Student Records and Results Unit, VCAA, Level 7, 2 Lonsdale Street, Melbourne, Victoria, 3000. This application and the required documentation listed in Section 4 must be submitted in hard copy only. Certified copies of original educational documents will only be accepted, do not provide original documents.

If any original educational documents are not in English, full official translations of each one, made by a recognised translation authority or agency, must be attached to this application. Contact the National Accreditation Authority for Translators and Interpreters (NAATI): www.naati.com.au. An official translating service is also available at the Australian Government Department of Home Affairs Immigration and citizenship: <https://translating.homeaffairs.gov.au/en>.

ONLY ONE SENIOR SECONDARY LEVEL (YEARS 10, 11 OR 12) CAN BE ASSESSED PER APPLICATION. IF MORE THAN ONE LEVEL NEEDS TO BE ASSESSED, THEN SEPARATE APPLICATIONS MUST BE SUBMITTED FOR EACH.

The VCAA does not assess tertiary qualifications or interstate/international teaching qualifications.

For assessment of tertiary qualifications, please refer to the Overseas Qualification Unit (OQU): <https://liveinmelbourne.vic.gov.au/work/overseas-qualification-unit>.

For assessment of international teaching qualifications, please refer to the Victorian Institute of Teaching (VIT): www.vit.vic.edu.au.

Please print clearly and in CAPITAL LETTERS.

SECTION 1: PERSONAL DETAILS

Surname

First name

Former or maiden name
(If applicable)

Date of birth DD / MM / YY YY Gender M Male F Female S Self-described*

*(*S means 'self-described,' which refers to a gender identity that is not exclusively male or female. 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 an amended birth certificate.)*

Address

Suburb State Postcode

Mobile Telephone (home) ()

Telephone (work) ()

Email

SECTION 2: SCHOOL EDUCATION DETAILS

Number of years of primary or basic schooling completed Year completed YY YY

Number of years of secondary schooling completed Year completed YY YY

Name of final examination taken or title of certificate awarded (if any) at completion of secondary school.

(In original language and English)

Name of country in which certificate was awarded

