YEAR 12
STUDY SELECTION
GUIDELINES
2015
YEAR 12, 2015
... THE SECOND YEAR OF YOUR VCE ...
WHICH STUDIES?

Towards the end of Year 10 the vast majority of students selected a two-year VCE program designed to serve the dual purposes of:
  a) satisfactorily completing the Victorian Certificate of Education
  b) providing you with the necessary background for your preferred post-secondary endeavours.

The time has now come for you to review your choice of Unit 3 and 4 studies in light of factors such as:
  • your experiences in Units 1 and 2
  • changing ideas of your preferred post-secondary options
  • variations in the studies offered at Unit 3 and 4 level at Vermont Secondary College

Many of you will proceed with the Units 3 and 4 studies you chose as part of your two year VCE program. Others may wish to modify the chosen program. The important thing to remember in preparing to resubmit your preferred selection of Units 3 and 4 studies is to seek relevant advice and to discuss your choice of studies, always keeping in mind the requirements for satisfactory completion of VCE.

REQUIREMENTS FOR SATISFACTORY COMPLETION OF THE VCE IN 2015

In 2015, to meet the graduation requirements of the VCE each continuing student must satisfactorily complete a total of no fewer than 16 units. These units must include:
  • three units of English studies
    AND
  • three sequences of Units 3 and 4 studies other than English

A list of the studies offered at Vermont Secondary College is included on the next page.

ENGLISH
Given that all students entering Year 12 – the second year of their VCE – will have satisfactorily completed at least one of English Unit 1 or English Unit 2 or at least one of English Language 1/2 or Literature 1/2, the English requirement may be met by taking, and satisfactorily completing:

English Units 3 and 4
  or
English as an Additional Language (EAL) Units 3 and 4
  [Students wishing to enrol in EAL must complete an EAL application form]
  or
Literature Units 3 and 4
  or
English Language Units 3 and 4

It is expected that the vast majority of Year 12 students will take English 3 and 4.

Enrolment in EAL is only available to students who meet VCAA requirements for English as a Second Language status.
Students who are considering taking Literature 3 and 4 or English Language 3 and 4 as their only Year 12 English study MUST obtain the approval of their Year 11 English teacher and the Literacy leader, Mr Dixon.

Students may take English Units 3 and 4 (or EAL Units 3 and 4) and Literature 3 and 4 and / or English Language 3 and 4 in Year 12.

NB Whilst satisfactory completion of 3 units of English is required for award of the VCE, students wishing to obtain an ATAR score and proceed to tertiary study must satisfactorily complete both Units 3 and 4 of an English study
# VCE Studies Offered at Vermont Secondary College

<table>
<thead>
<tr>
<th><strong>English</strong></th>
<th><strong>Arts</strong></th>
<th><strong>Health &amp; PE</strong></th>
<th><strong>Languages</strong></th>
<th><strong>Mathematics</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>English 1,2,3/4</td>
<td>Drama 1,2,3/4</td>
<td>Health and Human Development 1,2,3/4</td>
<td>French 1,2,3/4</td>
<td>General Mathematics F 1,2</td>
</tr>
<tr>
<td>English as an Additional Language (EAL) 3/4</td>
<td>Music Performance 1,2,3/4</td>
<td>Outdoor and Environmental Studies 1,2,3/4</td>
<td>German 1,2,3/4</td>
<td>Further Mathematics 3/4</td>
</tr>
<tr>
<td>English Language 1,2,3/4</td>
<td>Music Style &amp; Composition 1,2,3/4</td>
<td>Physical Education 1,2,3/4</td>
<td>Indonesian 1,2,3/4</td>
<td>Mathematical Methods 1,2,3/4</td>
</tr>
<tr>
<td>Literature 1,2,3/4</td>
<td>Music Investigation 3/4</td>
<td><strong>A number of other languages have been taken by individual students with other providers.</strong></td>
<td></td>
<td>General Mathematics S 1,2</td>
</tr>
<tr>
<td><strong>NB:</strong> English requirements on page 3.</td>
<td>Studio Arts 1,2,3/4</td>
<td><strong>VCE Dance 1,2,3/4 has been taken by VSC students through external or VET providers</strong></td>
<td></td>
<td>Specialist Mathematics 3/4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Science</strong></th>
<th><strong>Humanities</strong></th>
<th><strong>Technology</strong></th>
<th><strong>Study codes!</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology 1,2,3/4</td>
<td>Accounting 1,2,3/4</td>
<td>Product Design and Technology – Wood/Metal/Plastics 1,2</td>
<td>The numbers following the study names indicate:</td>
</tr>
<tr>
<td>Chemistry 1,2,3/4</td>
<td>Business Management 1,2,3/4</td>
<td>Product Design and Technology Textiles 1,2</td>
<td>1,2 – available only at Units 1 and 2, i.e. Year 11, level.</td>
</tr>
<tr>
<td>Physics 1,2,3/4</td>
<td>Economics 1,2,3/4</td>
<td>Product Design and Technology 3/4</td>
<td>3/4 – available as a sequence, only at Units 3 and 4, i.e. Year 12 level.</td>
</tr>
<tr>
<td>Psychology 1,2,3/4</td>
<td>Geography 1,2,3/4</td>
<td>Food and Technology 1,2,3/4</td>
<td>1,2,3/4 – available at Units 1,2 and as a Unit 3/4 sequence i.e. at Year 11 and 12 levels.</td>
</tr>
<tr>
<td></td>
<td>History - Twentieth Century 1,2</td>
<td>Information Technology 1,2</td>
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<tr>
<td></td>
<td>- Australian 3/4</td>
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<tr>
<td></td>
<td>- Revolutions 3/4</td>
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<tr>
<td></td>
<td>Legal Studies 1,2,3/4</td>
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<td></td>
<td>Australian &amp; Global Politics 1,2,3/4</td>
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<td></td>
<td>Global Politics 3/4</td>
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<tr>
<td></td>
<td><em>Other Humanities units such as Philosophy have been taken by individual students through external providers.</em></td>
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</tbody>
</table>

Other than the English requirements there are no restrictions on the studies or combinations of studies that students may choose to complete their VCE in 2015.

It is expected that the majority of students will select a total of 5 Unit 3/4 level studies, including the required English study. Whilst the option is available for students to do a combination of Unit 3/4 and Unit 1,2 studies it must be remembered that award of the VCE is dependent on satisfactory completion of at least three Unit 3/4 sequences, other than the English study, in the required minimum of 16 units.
VCAA RESTRICTIONS ON STUDY SELECTIONS

Students may obtain credit once only for each VCE unit.

The study Languages is available in forty-six languages and students may study more than one language. Students may not obtain credit for both Chinese and Chinese (Second Language) or Indonesian and Indonesian (Second Language) or English and English as a Second Language.

The following study areas consist of more than four units:
- Information Technology
- History
- Music Performance

In these studies there are no restrictions on the number or combinations of units that students may undertake or for which credit may be gained. For example, students may obtain credit for Units 3 & 4 of both I.T. Applications and Units 3 & 4 of Software Development, or Units 3 and 4 of History – Australian and Units 3 and 4 of History – Revolutions.

MATHEMATICS
- Students may obtain credit for up to eight units of Mathematics.
- Students may not obtain credit for more than four units from Foundation Mathematics Units 1 & 2, General Mathematics Units 1 & 2 and Mathematical Methods Units 1 & 2.

ENGLISH

Students taking Year 12 at Vermont Secondary College in 2015 will have satisfied their English requirement by satisfactory completion of:
- 3 units from English Units 1-4 or
- 3 units from English Language 1-4 or
- 3 units from English/ English as an Additional Language (EAL) Units 1-4 or
- 3 units from English Literature 1-4 or
- 3 units from English Units 1 and 2 / Literature Units 3 and 4 or
- 3 units from English Units 1 and 2 / English Language Units 3 and 4

ADVICE ON PERFORMING & VISUAL ARTS STUDIES

Students who are considering one or more performing and/or visual arts studies at VCE, especially at Unit 3 and 4 level, should take note of the following advice.

There are some studies in these areas where students sometime confuse the content and outcomes of the studies. These studies are:
- Studio Arts
- Drama / Theatre Studies
- Food Technology / Product Design & Technology – Wood, Metals, Textiles
- Music Performance / Music Style and Composition / Music Investigation

Before selecting one or more of these studies, students are advised to discuss the studies with the study teachers and/or Learning Area Leader. All students need to consider a range of issues before deciding on which study or studies to take. These issues may include tertiary study opportunities, career options, personal strengths, complementary studies and personal interests.

There may be some similarities in content in the studies in each pair, but there are also substantial differences. Simply choosing one study over the other based on limited information is not wise.

VET PROGRAMS

VET in VCE programs combine general and vocational studies and can contribute up to 8 of the 16 units required for satisfactory completion of the certificate. Most students who are taking VET Units 1 and 2 studies in 2014 will be able to continue, should they wish to, in the same VET study at Unit 3 and 4 level in 2015.

Students cannot start VET programs at Unit 3 and 4 level. VET fees and the relationship between VET studies and the ATAR are covered in later in this booklet, see Ms Eames (Director of Student Pathways and Transition).
UNIVERSITY EXTENSION FOR VCE STUDENTS

The University Extension Studies program gives the most able students a chance to extend their special ability in a particular area during their VCE studies. Students selected for this program are able to take the university study in addition the normal program five Unit 3 and 4 studies. University studies are suitable for students of exceptional ability.

Extension studies are reported on the student’s VCE statement of results, with a maximum of one study contributing to the ATAR as a sixth study. 2015 Handbooks for Extension studies will be sent to schools shortly.

Students selected for participation in the programs in 2015 will be expected to meet the following criteria:

A. Students currently taking a related Unit 3 and 4 study at Year 11 level.
   Students will have to achieve a VCE study score of at least 41 in the Unit 3 and 4 study. In studies where the VTAC scaled mean is above 40 the college principal may consider selecting outstanding students whose VCE study score is below 41.

B. Students who have not taken a related Unit 3 and 4 study in Year 11
   Students may be selected on the basis of the principal’s evaluation of Year 11 performance. The student must:
   - be judged overall as an excellent student
   - be judged as having demonstrated exceptional achievement in at least Units 1 and 2 of the preparatory VCE study
   - realistically be evaluated as likely to achieve a VCE study score of 41 or more in Units 3 and 4 of the preparatory study.
   - undertake the designated preparatory Units 3 and 4 concurrently with their university study.

The strictness of these requirements is necessary to ensure that students are capable of taking an extension studies program without adversely affecting their other VCE studies. As the name implies, the program’s requirements extend beyond those of the VCE. *University studies do not count to the award of the VCE but do contribute to the student's ENTER.*

NB. All students who undertake a university study will concurrently undertake Units 3 & 4 level in at least four VCE studies, and MUST have at least five VCE studies at this level overall, in addition to the University study.

- University studies are on a level which will normally allow the student, on successful completion to proceed to second year study at the university in that discipline.
- Students interested in University Extension Studies should contact Mrs Cabble.
- Handbooks from the institutions offering these studies will be available for loan.

Further information on extension studies may be found on the website: http://www.vcaa.vic.edu.au/vce/studies/studiesextension.print.html
This website also provides links to the tertiary institutions offering extension studies for VCE students.

THE DEVELOPMENT OF THE ATAR

Each student undertaking a VCE study will receive from the VCAA for each study:
- a letter grade for each graded assessment item in that study,
- a VCE study score (relative position) for that study, determined by SAC and examination results and indicating the student’s position in the cohort of students taking the study. This will be a numerical score out of 50, and the distribution of such scores will have a mean of 30 and a standard deviation of 7.

All VCAA study scores are then *scaled* (adjusted) by VTAC to reflect differences in the cohort of students taking the particular study as compared to other studies and differences in the difficulties of the studies. This scaled score is referred as the ‘ATAR subject score’.

The ATAR is developed from an aggregate produced by adding:
- the ‘ATAR subject score’ in the highest English study
- the next best three ‘ATAR subject scores’
- 10% of any fifth and/or sixth permissible ‘ATAR subject score’ that is available (see also below), and then ranking candidates in order of these aggregates.
Students are then ranked on the basis of these aggregated scores.

The ATAR is an overall percentile ranking reflecting the comparative performance of the applicant amongst the relevant age group in a given year. The ATAR is calculated in steps of 0.05 with the highest ranking being 99.95, the next highest 99.90 etc.

The ‘primary four’ refers to the first four ATAR subject scores that will be considered when creating an ATAR. These include an English study, plus the three other permissible studies with the highest ATAR subject scores.

- All accredited VCE studies for which study scores have been issued may be used, except that only one of the combinations below can be used in the ‘primary four’; the other may be used as an increment (This is currently being reviewed by VTAC):
  - Further Mathematics / Specialist Mathematics

- Only one of the following combinations can be used in the best six (that is, in the calculation of the ATAR):
  - English / English as an Additional Language (EAL)
  - Chinese (FL) / Chinese (S)L
  - Indonesian (FL) / Indonesian (SL)
  - VCE VET Dance / VCE Dance Styles

NO MORE than TWO ENGLISH STUDIES, no more than TWO MATHEMATICS STUDIES, no more than TWO MUSIC studies, no more than TWO HISTORY studies, no more than TWO INFORMATION TECHNOLOGY studies and no more than TWO LANGUAGES CAN BE INCLUDED IN THE ‘PRIMARY FOUR’.

(Other English studies, Mathematics studies, Music studies, History studies, IT studies and/or Languages can be used as a 10% increment.) - see following list.

**English studies:**
- English,
- English as an Additional Language (EAL),
- Literature,
- English Language

**Mathematic studies:**
- Further Mathematics,
- Mathematical Methods,
- Specialist Mathematics.

**Music studies:**
- Music Style and Composition,
- Music Performance,
- Music Investigation

**History studies:**
- Australian,
- Revolutions

**Information Technology studies:**
- VCE - I.T. Applications,
- Software Development,
- VCE - VET Information Technology

**OTHER STUDIES THAT CAN BE USED IN DEVELOPING ATARS**

**Approved Tertiary (Enhancement) Studies in Schools**

VCAA has acknowledged that it is appropriate for very able students to have an opportunity for tertiary study while undertaking the VCE. Where a student is undertaking such study within an approved program, it may count in the ATAR in lieu of a sixth study.

An increment will be awarded, depending on the level of results achieved in the tertiary study:

- if a student’s results place them above the 80th percentile of the enrolled students for each of the units (at the providing university), the student will receive an increment of 5.5 points.
- If a student’s results place them above the 60th percentile of the enrolled students for each unit (but not above the 80th percentile), the student will receive an increment of 5 points.
- If a student passes all units, but not above the 60th percentile of enrolled students for all units, the student will receive an increment of 4 points.
- If a student does not pass all units, the student will receive zero increment.

Students taking Mathematics, English, a LOTE, Music, History or Computer Science as part of this program are restricted to no more than two related VCE studies, at Units 3 and 4, being included when calculating the ATAR.
Vocational Education & Training (VET) in Schools program

Some VCE VET Programs can also contribute to the ATAR. Some conditions apply:

- A maximum of one sequence of Units 3 and 4 (awarded a VCAA study score) of a VET program may be counted in the primary four;
- Units 3 and 4 (awarded VCAA study scores) of any VET programs may be used for fifth and/or sixth study increments for the ATAR;
- Where a scored assessment is available and a student decides not to take it, no increment will be available;
- Units 3 and 4 of a VET program where no study scores are available may be used for fifth and/or sixth study increments for the ATAR. The increments will be ten percent of the average of the ‘primary four’ scaled scores;

TWO-STAGE PROCESS

Many institutions use a model of selection for many of their courses based on the rank order derived from the ATAR. When this model is used, it incorporates the ‘two-stage’ process.

The formulation of the ATAR, as outlined in section 4, in conjunction with other factors, such as the quota of available places, enables courses to sort applicants into three groups:

- those clearly to be selected on their rank, i.e. those with an ATAR above a particular rank
- those clearly to be rejected on their rank, i.e. those with an ATAR below a particularly rank, and
- those in the middle-band (those with ATARs between the two particular ranks), for whom additional information needs to be considered before it is determined whether they will receive an offer.

Institutions have supplied statements about factors, other than the ATAR, which they will use to decide which applicants in the middle-band will receive offers. These factors, which will be used in addition to the specific course requirements, will establish the basis for an academic judgement about the rank ordering of applicants in the middle band, as defined above, from which the balance of the course’s quota will be filled.

DISCUSS YOUR CHOICE OF STUDIES

If you have particular areas of interest for post-secondary study it is highly recommended that you check the relevant courses and their specific requirements before finalising your study choices for 2014. Faculty handbooks and other material available from the Director of Pathways and Transitions.

The importance of discussing your choice of studies with your parents, Student Managers, Heads of House, the Director of Pathways and Transitions - Ms Eames, the Director of Senior Provision - Mrs Cabble and the Senior Program Manager - Ms Gerbing before finalising your application forms, cannot be overstated.

All students must have their Course Selection Form signed by Pathways Team - Ms Eames/Ms Stevens.

NB: Course Selection forms must include indications that you have investigated information relating to your preferred post-secondary options.

In the case of queries about the requirements for specific courses at a particular institution, the best source of information may well be that institution.

IF WE DON’T OFFER EVERYTHING YOU WANT!

There may be students whose aspirations and/or capabilities will not be fully catered for by the Units 3 and 4 studies offered at Vermont Secondary College.

Should this be the case, immediate consultation with Ms Eames (Director of Student Pathways and Transitions) is recommended.
USEFUL WEBSITES

http://www.vcaa.vic.edu.au
which provides access to a wide range of information relating to VCE and VCE VET units.

direct access to VCE information on VCAA website

direct access to VCE VET information on the VCAA website

http://www.vtac.edu.au
which provides access to the VTAC library and Courselink

which provides an explanation of the ENTER, scaling and why VCE study scores are scaled prior to the creation of an ENTER

which provides a snapshot of the tertiary system and what factors should be considered or dismissed when choosing a VCE program

which provides details of the tertiary application process

which provides details of tertiary institutions special entry schemes and institution specific requirements for SEAS (Special Entry Access Scheme)

KEY DATE

Friday 1ST August 2014
Final day for on-line enrolment for all Senior School.
YEAR 12 ELECTIVE LEVIES

A number of non-compulsory elective subjects, with a high practical component, require an elective levy which parents are required to pay.

Such Electives may have:

- Items which students take possession;
- Materials for learning and teaching where your child consumes to takes possession of the finished articles (for example: home economics, textiles, photography);
- Travel costs incurred in the course of receiving the instruction from a teacher or other person;
- Essential services associated with, but considered to be part of, ‘instruction’ in the standard curriculum program, such as costs associated with camps and excursions which all students are expected to attend (for example: transport, entrance costs)

Please note: Some non-compulsory electives do not incur a levy and the college endeavours, where possible, to offer at least one subject in all learning areas that is levy free.

Consideration of cost and budgetary planning by families must be undertaken when selecting electives as it is a Vermont Secondary College requirement that all levies for non-compulsory electives, as well as camp and excursions, are paid in advance.

Parents should be aware that places can only be confirmed once the required levies have been paid in full or alternatively an approved payment plan** is in place.

** An approved payment plan is where a credit card number is provided and is then debited directly by Vermont Secondary College for an agreed amount on a regular basis until the outstanding balance is paid.

Final change of selection requested must be entered by 25th October WITHOUT EXCEPTION.

Once elective blockings are finalised families will be forwarded an invoice for all 2014 electives that incur a levy.

THIS INVOICE WILL BE DUE FOR PAYMENT BY THE DATE LISTED.

A full list of subjects offered for 2015 are shown, with their costs for 2014. Please note that levies for 2015 have yet to be finalised and will be advised as soon as verified.

<table>
<thead>
<tr>
<th>YEAR 12 SUBJECTS</th>
<th>Cost in 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>Nil</td>
</tr>
<tr>
<td>Biology</td>
<td>Nil</td>
</tr>
<tr>
<td>Business Management</td>
<td>Nil</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Nil</td>
</tr>
<tr>
<td>Drama</td>
<td>Nil</td>
</tr>
<tr>
<td>Economics</td>
<td>Nil</td>
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<tr>
<td>English</td>
<td>42.00</td>
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<tr>
<td>English Language</td>
<td>Nil</td>
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<tr>
<td>Food and Technology</td>
<td>160.00</td>
</tr>
<tr>
<td>Geography</td>
<td>Nil</td>
</tr>
<tr>
<td>Global Politics</td>
<td>Nil</td>
</tr>
<tr>
<td>Health &amp; Human Development</td>
<td>Nil</td>
</tr>
<tr>
<td>History (Australian)</td>
<td>Nil</td>
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<tr>
<td>History (Revolutions)</td>
<td>Nil</td>
</tr>
<tr>
<td>IT Applications</td>
<td>Nil</td>
</tr>
<tr>
<td>Languages (French)</td>
<td>50.00</td>
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<tr>
<td>Languages (German)</td>
<td>50.00</td>
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<tr>
<td>Languages (Indonesian)</td>
<td>50.00</td>
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<tr>
<td>YEAR 12 SUBJECTS</td>
<td>Cost</td>
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<td>----------------------------------------</td>
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<tr>
<td>Legal Studies</td>
<td>Nil</td>
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<tr>
<td>Literature</td>
<td>27.00</td>
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<tr>
<td>Mathematics: Further Mathematics</td>
<td>Nil</td>
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<td>Mathematics: Mathematical Methods</td>
<td>Nil</td>
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<tr>
<td>Mathematics: Specialist Mathematics</td>
<td>Nil</td>
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<tr>
<td>Music Performance</td>
<td>Nil</td>
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<tr>
<td>Music Style and Composition</td>
<td>Nil</td>
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<tr>
<td>Music Investigation</td>
<td>Nil</td>
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<tr>
<td>Outdoor &amp; Environmental Studies</td>
<td>575.00</td>
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<td>Physical Education</td>
<td>Nil</td>
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<tr>
<td>Physics</td>
<td>Nil</td>
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<tr>
<td>Product Design and Technology – Textiles</td>
<td>65.00</td>
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<tr>
<td>Product Design and Technology – Metal / Wood</td>
<td>120.00</td>
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<tr>
<td>Psychology</td>
<td>Nil</td>
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<tr>
<td>Software Development</td>
<td>Nil</td>
</tr>
<tr>
<td>Studio Arts</td>
<td>75.00</td>
</tr>
<tr>
<td>Theatre Studies</td>
<td>20.00</td>
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<tr>
<td>Visual Communication Design</td>
<td>55.00</td>
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<tr>
<td>VET – Acting</td>
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<td>VET – Allied Health</td>
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<td>VET – Automotive</td>
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<td>VET – Building and Construction</td>
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<td>VET – Community Recreation</td>
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<td>VET – Community Service</td>
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<td>VET – Dance</td>
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<td>VET – Engineering</td>
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<td>VET - Equine</td>
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<td>VET – Hairdressing</td>
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<td>VET – Hospitality</td>
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<td>VET – Integrated Technologies</td>
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<td>VET – Music</td>
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<td>VET – Plumbing</td>
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</table>

Where financial constraints make it difficult to meet these payment requirements please liaise with the Director of Pathways and Transitions, Rebecca Eames on 8872 6324, or contact Andrea Hook on 9872 6323 for assistance with an approved payment plan arrangement.

**NOTE:**
INFORMATION FOR VET STUDIES IS AVAILABLE IN THE VERMONT VET HANDBOOK AVAILABLE FROM MS EAMES, DIRECTOR OF PATHWAYS AND TRANSITIONS.