LAKE ILLAWARRA HIGH SCHOOL



Higher School Certificate Assessment Booklet 2024 – 2025

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Appeal Application

Request for Consideration

1. Introduction

This document provides information relating to the assessment of Higher School Certificate courses at Lake Illawarra High School.

2. Higher School Certificate Course Assessment

School based assessment for Higher School Certificate courses is carried out to measure a student's progress through a course and to assess a student's performance in those aspects of the course which may not be adequately assessed by a single examination at the end of the course. In the case of an upheld misadventure appeal at the time of the HSC examinations, the moderated assessment mark will become the HSC mark. For most board developed courses, school based assessment contributes 50% of your HSC mark.

3. The Assessment Program

The HSC Assessment Program, will commence at the beginning of Term 4, and conclude at the end of Term 3 of the following year. To co-ordinate the timing of assessment tasks in different courses, the following procedures will apply:

- Each student will be provided with an assessment task schedule which will provide an indication of when assessment tasks in each course will occur.
- A schedule of assessment tasks for each individual course specifying the various tasks (tests, assignments etc) and the marks allocated for each task is contained in this booklet (see Section 23 of this booklet).

While the schedule is provided as a guide to when assessment tasks will occur, unforeseen circumstances may result in a change of dates for an assessment task. Students should expect at least two weeks notice of the change of date for that assessment task.

4. The Assessment Program for Vocational Education and Training (VET) Courses

The VET courses offered at Lake Illawarra High School are category B Board Developed Courses. The Board and Australian Quality Training Framework (AQTF) require that a competency-based approach to assessment is used and that a record is held by the school of the competencies achieved by each student. The purpose of assessment is to judge competence on the basis of performance. A student is judged as either competent or not yet competent.

All courses have a mandatory work placement requirement. This means that students who do not complete 35 or 38 hours (depending on course) in their HSC year for each VET course studied will not receive their Higher School Certificate.

The HSC **examination** for VET subjects is NOT compulsory and is used only for ATAR calculations.

5. Assessment Marks and Rankings

Students will be provided with an assessment mark and ranking for each assessment task completed. In addition, students will be supplied with a cumulative assessment ranking at the end of each reporting period. A final overall ranking, but not the actual assessment mark, will be supplied to the student after the final HSC Examinations. The moderated assessment mark will be supplied to the student at the time that HSC results are released.

If an **appeal** is required against an individual assessment mark and ranking, it must be made **at the time the mark and ranking are received**.

6. Satisfactory Completion of a Higher School Certificate Course

The Board of Studies has stipulated that a student will be considered to have satisfactorily completed a course, if in the Principal's view, there is sufficient evidence that the student has:

- (a) **followed** the course developed or endorsed by the Board of Studies.
- (b) **applied** themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school.
- (c) **achieved** some or all of the course outcomes.

Students are expected to perform **ALL** tasks required and sit for **ALL** tests scheduled as part of the assessment program in all courses they are studying.

The Board of Studies requires that students **MUST** make a genuine attempt at tasks worth **more than 50%** of available marks in a course to satisfy requirements for that course. If students do not meet this requirement the Principal must indicate that the course has not been satisfactorily completed and apply the 'N' determination.

Satisfactory completion of a Preliminary course or its equivalent is a prerequisite for entry into an HSC course.

7. Attendance and Satisfactory Completion of a Course

Principals may determine that, as a result of absence, the course completion criteria might not be met. Students whose attendance is called into question will be required to prove to the Principal's satisfaction, following a review of their performance, that they are meeting the course completion criteria. Clearly, absences will be regarded seriously by Principals who must give students early warning of the consequences of such actions.

8. Non-Completion of Course Requirements – 'N' Determination

Students judged not to have satisfactorily met course requirements will have neither Assessment nor Examination marks reported.

If a student is at risk of not meeting the assessment requirements in a course, a warning must be given. The Principal must:

- Advise the student, in writing, in time for the problem to be corrected and alert the student to the possible consequence of an 'N' determination.
- Advise the parent/guardian in writing if the student is Under 18.
- Request from the student or parent/guardian a written acknowledgement of the warning.
- Retain a copy of the warning notice and other relevant documentation.

When a candidate has not satisfied requirements for a course the Principal must:

- Indicate to NESA that student has not satisfactorily completed a course.
- Advise the student of the determination, its consequences, and the student's right to a school review and subsequent appeal to NESA.



9. Student Responsibilities

9.1 Assessment Schedule

Students must:

- Make sure that they have a copy of the Assessment Policy and Schedule
- Present work according to the schedule of dates for assessment tasks.
- Be aware of the penalties for non or late submission of assessment tasks.
- Be aware of the procedure to be followed if absent when a task is to be submitted, or completed in class.
- Satisfactorily explain all full and partial absences.
- Sign that they have received the Assessment Policy and Schedule

9.2 **Presenting Work**

Students must:

- Present their own work see section 13 of this document.
- Submit work in an appropriate format and by the time indicated on the written advice.
- Not interfere with the efforts of others.
- Maintain a back-up copy of work completed using a computer; a computer crash or disk failure
 will not necessarily be accepted as a reason for not completing or submitting a task. Where
 exceptional circumstances exist, an appeal can be made to the Assessment Review Panel, who
 will make a final determination.

10. Teacher Responsibilities

Class teachers must:

- Ensure that students have a copy of the Assessment Schedule for their class.
- Follow the Assessment Schedule for their subject.
- Give students at least two weeks' written notice of the date of an assessment task ensuring that
 absent students receive the information the next time the student attends the class; the notice
 should include outcomes to be assessed by the task, administrative information concerning the task,
 an outline of the nature of the task, and criteria by which the task will be assessed.
- Where an assessment task needs to be rescheduled, negotiate with students concerning a suitable date. **At least two weeks'** notice should be given.
- Ensure that warning letters are issued for students not submitting tasks.
- Provide meaningful feedback in a timely manner that will assist them to review their work.

11. Non-Completion of Assessment Tasks

In order to satisfactorily complete a course, students will have completed all assessment tasks. In cases where a candidate hands in an assessment task after the due date without having successfully applied for Special Consideration (see section 22), a zero result is recorded for that task.

If a student does not submit a task a non-attempt will be recorded.

When a student fails to complete assessment tasks which contribute in excess of 50% of available marks, then the student will **automatically** be deemed to **have not satisfactorily completed** that course.

12. Absences and Extensions of Time

If a student is absent when an assessment task or test is to be carried out they may apply for consideration. This application must be made **in writing** (see Appendix) with supporting evidence within the time limits as indicated below and forwarded to the Assessment Review Panel.

Absence from an Assessment Task

12.1 When the Absence will be known in advance

If a student knows that they will be unavoidably absent when an assessment task is to be carried out, they must negotiate with the Head Teacher concerning rescheduling of the task. documentary evidence must be supplied to support their reasons for absence.

12.2 Granting an Assessment Appeal

This requirement also applies if the student will be absent while representing the school on sporting, cultural, or educational representative duties.

If an Assessment Appeal has been granted then the Head Teacher (in consultation with the Principal and/or Deputy Principal) may:

- authorise an alternative task as soon as is reasonable and practicable after the student's return
- grant an extension of time
- determine an alternative procedure

12.3 When the Absence was not known in advance

If absent from school when an assessment task is carried out, students should provide documentary evidence (for example, a doctor's certificate or other valid explanation) to support their reason for absence <u>within two days</u> of returning to school to the Head Teacher Secondary Studies (see Request for Consideration form in the Appendix).

The consideration will be considered by the Assessment Review panel and the decision to be forwarded to the Head Teacher.

12.4 When no documentary evidence has been supplied to support an Absence

Where a student does not provide acceptable documentary or other evidence to support the reasons for an absence then the student **must still complete the task** to be deemed satisfactory for the course. Please note that this work must be completed to a standard, as judged by the teacher and Head Teacher, to be deemed a serious attempt. However, a **zero** mark will be allocated for HSC Assessment purposes.

12.5 Illness or misadventure during a task

When a student has been ill or has been adversely affected during a particular task, it may be possible to apply for an extension of time or to complete a substitute task. This application, with supporting documentation where appropriate, should be made to the Head Teacher Secondary Studies (see Request for Consideration form in the appendix).

If the Principal considers that a valid reason exists for non-completion of a task then a decision will be made by the Assessment Review Panel.

If a student has an upheld illness/misadventure application, the student will be provided a substitute assessment task for completion.

12.6 Late Submission of Tasks

If a student submits a task for assessment after the due date for submission then a **zero** assessment will be given for that task unless an extension of time has been granted in writing. However, submission of the task is essential for satisfactory completion of the course. A daily percentage reduction in marks **will not apply** for late submission of assessment tasks.

13. Malpractice

The honesty of students in completing assessment tasks, exams, and tests underpins the integrity of the HSC. Dishonest behaviour carried out for the purpose of gaining unfair advantage in the assessment process undermines the standard of scholarship represented by the award of the HSC and constitutes malpractice.

Students are responsible for knowing and complying with NESA's ACE Rules and policies regarding malpractice, including:

- a. All My Own Work (or its equivalent), and
- b. HSC Rules and Procedures Guide, and
- c. HSC minimum standard: Malpractice and breaches of test rules, and
- d. HSC practical exams.

NESA's rules regarding malpractice must be read in conjunction with any course specific requirements outlined in <u>NESA syllabus</u> packages including Assessment and Reporting information.

Malpractice is any attempt to gain an unfair advantage over other students. Malpractice in any form including plagiarism, collusion, misrepresentation, and breach of assessment conditions is unacceptable. NESA treats allegations of malpractice very seriously and detected malpractice will jeopardise a student's award and achievement of the <u>RoSA</u> or the <u>HSC</u>.

Plagiarism

- Plagiarism is when a student pretends to have written, created or developed work that has originated from another source.
- When using work that has originated from another source, students must acknowledge the source material in accordance with course specific requirements.

Plagiarism includes but is not limited to:

- a. copying someone else's work in part or in whole, and presenting it as their own, and/or
- using material directly from books, journals, the internet, or any other offline/online resources, without appropriate acknowledgement of the authors and/or source, and/or
- building on the ideas or words of another person without appropriate acknowledgement, and/or
- d. using ideas, designs or the workmanship of others in practical and performance tasks without appropriate acknowledgement.

Collusion

- Collusion is when a student inappropriately collaborates with another student, group of students, person, organisation, or entity to produce work that was meant for individual assessment.
- Collusion includes but is not limited to:
 - a. sharing answers to an assessment with other students and/or
 - submitting work that has been substantially contributed to by another person, such as a student, parent, coach or subject expert, and/or
 - contract cheating by outsourcing work to a third party, and/or
 - d. unauthorised use of artificial intelligence technologies.

Misrepresentation

- Misrepresentation is when a student misleads or deceives others by presenting untrue information through the fabrication, alteration, or omission of information.
- Misrepresentation can include but is not limited to:

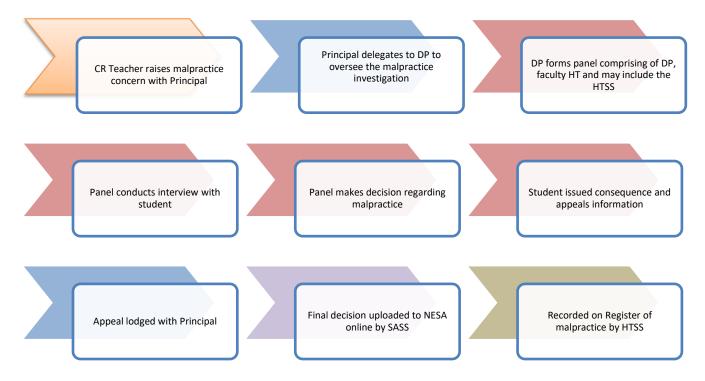
 a. making up journal entries for a project, and/or
 b. submitting falsified or altered documents, and/or
 c. referencing incorrect or non-existent sources, and/or
 d. contriving false explanations to explain work not handed in by the due date.

Breach of Assessment Conditions

- All students undertaking an <u>HSC exam</u> or <u>HSC minimum standard test</u> must comply with the assessment conditions set by NESA.
- When assembling for, undertaking, and leaving the exam or test session, students are subject to the direction and supervision of the invigilator. At all other times, students must adhere to the rules prescribed by their school or alternate venue conducting the assessment.
- A breach of assessment conditions includes any breach of:
- a. HSC exam rules and procedures, and
- b. HSC minimum standard test rules and procedures.
- Malpractice occurs when a student breaches the conditions set for assessment in an attempt to gain an unfair advantage.

Cases of malpractice will be referred to the Principal. Any case of proven dishonesty or malpractice by a student in an assessment task may result in a zero mark being awarded for the task. Other penalties may include a modified or adjusted mark, resubmission of task, completion of an alternate task, issue of a formal caution. Parents will be informed in such cases. (see Appeals form in appendix).

Issues of Suspected Malpractice process



Note: Students who seek to obtain an advantage before assessment tasks by taking periods or days off could be penalised. Such penalties will be determined by the Head Teacher Secondary Studies. Absences before a task's due date will require authentication as per non-attendance at exams.

Students who misbehave during exams or assessment tasks will be removed and will receive a mark of zero for the task.

14. Invalid or Non-Discriminating Tasks

In the case of a task not discriminating between students, being invalid or having problems associated with its administration, the School reserves the right to disallow (and omit) that task from the assessment program.

In these circumstances the School may add another task (with sufficient notice), and/or adjust the weightings accordingly.

15. Rights of Appeal

In a case where a student feels that an error has been made in the marking of an assessment task, the student may appeal against that mark only at the time that information is supplied to the student by the course teacher. While the course teacher may deal with an informal appeal, students are advised to make appeals in writing using the Appeal form located in the Appendix.

Student cannot submit an appeal on the basis of:

- Alleged deficiencies in tuition
- Misreading the assessment schedule
- Misreading examination instructions

16. Illness / Misadventure

Students whose performance in an examination has been affected by illness or unforeseen misadventure suffered immediately before or during an examination period, must appeal in writing using the Request for Consideration form located in the appendix within two days of that examination.

Students cannot submit an appeal on the basis of:

- Difficulties in preparation or loss of preparation time for example, as a result of ongoing illnesses
- Long term illnesses such as glandular fever, unless a "flare-up" or exacerbation of symptoms occur during an examination period

If a student has an upheld illness/misadventure application, the student will be provided a substitute assessment task for completion.

17. Assessment Disputes

Disputes over an individual task must be resolved within 5 school days of the task being returned.

The Principal is the final arbiter in all assessment matters.

18. Change of Course/Late Enrolments

For students changing courses, the Principal must be satisfied that they have satisfactorily completed the relevant HSC course (or equivalent), and that they will be able to complete all course requirements, including assessment.

When a student enrolls at the school after the assessment program has commenced, that student's rank order in each subject will be determined on the basis of work done in the current school only.

19. Marks for Alternative Procedures/Extensions of Time

In those cases where alternative procedures have been authorised (see Section 12), the mark given for the task will be used as a basis on which to estimate the student's rank order for the particular task. This is necessary, as a substitute task does not always duplicate the same conditions and content as the original task. When the position of the student has been established, the mark most appropriate for that position will be awarded and recorded.

Where an alternative task cannot be given, a mark will be allocated with the approval of the Principal.

20. Moratorium on Assessment Task

There will be an assessment "free" week the week prior to all formal semester examinations.

21. Assessment Review Panel

The Principal will select the members of the assessment review Panel. It will consist of at least three members: The relevant Deputy Principal, the Head Teacher of the subject concerned and the Year Adviser.

The Assessment Review Panel will:

- Adjudicate on all "request for consideration" forms submitted.
- Review appeals against final assessment marks and ranks. (NB: Review of Assessment grading will
 consider the <u>procedures</u> and not involve reconsideration of the teacher's judgment).

22. Further Information

Further information relating to general issues may be obtained from the:

- Principal
- Deputy Principal
- Faculty Head Teachers
- Head Teacher Secondary Studies
- Year Adviser
- The NESA Website

24. Subject Assessment Schedules

	ABORIGIN	Year Calendar: 2024 - 2025			
Higher So	chool Certificate	Units: 2			
Assessmo	ent Tasks	Task 1 Aboriginality and the Land Essay	Task 2 Major Project and Oral Presentation	Task 3 Comparative Study	Task 4 Trial HSC Examination
Syllabus (Outcomes	H1.1, 1.2, 1.3	H4.1, 4.2, 4.3	H3.1, 3.2	H1.2, 2.1, 3.1, 3.2, 3.3, 4.2
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and understanding of content	40	5	10	5	20
Investigation, analysis, synthesis and evaluation of information from a variety of sources and perspectives	25	5	10		5
Research and inquiry methods, including aspects of the Major Project	20	5	15		
Communication of information, ideas and issues in appropriate forms	15	5	5	5	5
Total Weighting %	100	20	40	10	30
Due	Date	T4 W9	T1 W9	T2 W8	T3 W5/6

	BIO	Year Calendar: 2024 - 2025			
Higher So	chool Certificate C	Uni	ts: 2		
Assessment Tasks		Task 1 Investigative Analysis	Task 2 Depth Study	Task 3 Practical Skills & Processes	Task 4 Trial HSC Examination
Outcomes		BIO12-6, BIO12-7, BIO12-12, BIO12-13	BIO12-1, BIO12-4, BIO12-5, BIO12-7, BIO12-12, BIO12-13	BIO12-2, BIO12-3, BIO12-4, BIO12-5, BIO12-14	BIO12-1 to 7, BIO12- 12 to 15
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Skills in Working Scientifically	60%	10	15	20	15
Knowledge and Understanding of 40% Course Content		10	10	5	15
Total Weighting %	100%	20	25	25	30
Date		T4 W8	T1 W10	T2 W7	T3 W3/4

	BUSINES	Year Calendar: 2024 - 2025			
Higher So	chool Certificate C	Unit	ts: 2		
Assessme	ent Tasks	Task 1 Operation Stimulus Based Skills	Task 2 Marketing Plan	Task 3 Finance Statement Analysis	Task 4 Trial HSC Examination
Outco	Outcomes		H1 H2 H4 H5 H6 H9	H5 H8 H9 H10	H1-10
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and Understanding	40	5	10	10	15
Stimulus Based Skills	20	10			10
Inquiry and Research	20	5	10	5	
Communication of business information	20		10	5	5
Total Weighting %	100	20	30	20	30
Due Date		T4 W8	T1 W4	T2 W8	T3 W3/4

	ENGLISH	Year Calendar: 2024 - 2025			
Higher Schoo	I Certificate C	Units: 2			
Assessment Tasks		Task 1 Multimodal with Related Material Common Module	Task 2 Critical Response Textual	Task 3 Extended Response with Reflection Statement	Task 4 Trial HSC Examination All Modules
		Texts and Human Experience	Conversations Module A	Close Study of Texts Module B Craft of Writing Module C (5%)	Craft of Writing (20%)
Outcom	Outcomes		EA12-1, EA12-2, EA12-4, EA12-6, EA12-7, EA12-9	EA12-3, EA12-5, EA12-7, EA12-8	EA12-1, EA12-3, EA12-4, EA12-8
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and understanding of course content	50	10	15	10	15
Skills in responding to texts and communcation of ideas appropriate to an audience, purpose and context across all modes.	50	10	10	15	15
Total Weighting %	100%	20	25	25	30
Due Da	nte	T4 W10	T1 W10	T2 W10	T3 W3/4

	ENGLISH	Year Calendar: 2024 - 2025			
Higher Schoo	I Certificate C	Units: 2			
Assessment Tasks		Task 1 Multimodal with Related Material Common Module Texts and Human Experience EN12-1, EN12-2,	Task 2 Critical Response Close Study of Literature Module B	Task 3 Extended Response with Reflection Statement Craft of Writing Module C (5%)	Task 4 Trial HSC Examination All Modules Module C (20%)
Outcom	Outcomes		EN12-1, EN12-3, EN12-7, EN12-8	EN12-1, EN12-2, EN12-4, EN12-7, EN12-9	EN12-1, EN12-3, EN12-5, EN12-6, EN12-7
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and understanding of course content	50	10	10	15	15
Skills in responding to texts and communcation of ideas appropriate to an audience, purpose and context across all modes.	50	10	15	10	15
Total Weighting %	100%	20	25	25	30
Date		T4 W10	T1 W10	T2 W10	T3 W3/4

	ENGLISH	Year Calendar: 2024 - 2025			
Higher Scho	ol Certificate C	ourse Assessm	ent Schedule	Units: 2	
Assessment Tasks		Task 1 Multimodal with Related Material Common Module Texts and Human Experiences	Task 2 Multimodal Presentation: Travel Expo Elective Module: On the Road – English and Travel	Task 3 Portfolio of Classwork All Modules	Task 4 Trial HSC Examination All Modules
Outco	omes	ES12-4, ES12-5, ES12-6, ES12-8	ES12-3, ES12-7, ES12-8, ES12-9	ES12-1, ES12-4, ES12-7, ES12-10	ES12-2, ES12-3, ES12-5, ES12-9
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and understanding of course content	50	15	10	15	10
Skills in: Comprehending texts Communicating ideas Using language accurately, appropriately and effectively	50	10	15	15	10
Total Weighting %	100%	25	25	30	20
Da	te	T4 W10	T1 W9	T2 W10	T3 W3/4

HI	STORY - EXTENS	Year Calendar: 2024 - 2025		
Higher School	ol Certificate Cours Schedule	Units: 1		
Assessm	ent Tasks	Task 1 History Project Historical Process	Task 2 History Project Essay	Task 2 Trial HSC Examination
Outc	omes	EH12.1, EH12.2	EH12.1, EH12.2, EH12.3, EH12.4	EH12.1, EH12.3, EH12.4
Assessment Components			Component Weighting %	Component Weighting %
Knowledge and understanding of significant ideas and process	50		10	30
Skills in designing, undertaking and communicating historical inquiry and analysis	50	30	30	
Total Weighting %	100	30	40	30
Da	ate	T3 W1	T3 W1	T3 W3/4

IND	USTRIAL TECH	Year Calendar: 2024 - 2025			
Higher Scho	ool Certificate C	Uni	ts: 2		
Assessment Tasks		Task 1 Design Portfolio	Task 2 Portfolio – Modelling, Testing, ROP	Task 3 Quality Control	Task 4 Trial HSC Examination
Outco	Outcomes		H2.1, H3.2, H4.3	H4.1, H4.2, H5.2, H6.2	H1.1, H1.2, H1.3, H4.3, H6.1, H7.1, H7.2
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and Understanding	40%		15		25
Major Production 60%		15	15	25	5
Total Weighting % 100%		15	30	25	30
Date		T4 W8	T1 W7	T3 W1	T3 W3/4

	LEGAL	Year Calendar: 2024 - 2025			
Higher Scho	ol Certificate C	Uni	ts: 2		
Assessme	ent Tasks	Task 1 Research Task (Criminal Case)	Task 2 Oral/ICT presentation (Human Rights)	Task 3 In Class Extended Response	Task 4 Trial HSC Examination
Outco	omes	H1, H2, H3, H4,	H2, H3, H9, H10	H2, H6, H5, H7, H8	H2, H3, H6, H9, H10
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and Understanding	40%		20	10	10
Inquiry and Research	20%	10		10	
Communication of legal information, ideas and issues in appropriate forms	20%	5	5		10
Analysis and evaluation	20%	10			10
Total Weighting %	100%	25	25	20	30
Date		T4 W10	T2 W2	T3 W1	T3 W3/4

	MARINE	Year Calendar: 2024 - 2025			
Higher So	chool Certificate C	Unit	ts: 2		
Assessmo	ent Tasks	Task 1 Coastal Studies Research Task	Task 2 Dangerous Creatures Research Task	Task 3 Coral Reefs Research Task	Task 4 Trial HSC Examination
Outco	omes	1.1, 1.2, 1.3, 2.3, 4.1, 4.2, 5.1	1.1, 1.2, 1.3, 2.3, 4.1, 4.2, 5.1	1.1, 1.5, 2.1, 2.3, 3.4	1.1, 1.2, 1.3, 1.4, 3.3, 4.1
Syllabus Components	Syllabus Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowlede & Understanding	50%	10	10	10	20
Skills – Practical & Froblem Solving 50%		15	15	15	5
Total Weighting % 100%		25	25	25	25
Date		T4 W10	T1 W10	T2 W10	T3 W3/4

	MATH	Year Calendar: 2024 - 2025			
Higher School Certificate Course Assessment Schedule				Uni	ts: 2
Assessment Tasks		Task 1 Assignment	Task 2 Test	Task 3 In class task	Task 4 Trial HSC Examination
Outco	mes	MA12-1 to 10	MA12-1 to 10	MA12-1 to 10	MA12-1 to 10
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Understanding, Fluency and Communicating	50%	10	15	10	15
Problem Solving, Reasoning and Justification	50%	10	15	10	15
Total Weighting %	100%	20	30	20	30
Date		T4 W9	T1 W10	T2 W7	T3 W3/4

	MATHEMATICS	6 - EXTENSION	1	Year Calendar: 2024 – 2025	
Higher Scho	ol Certificate C	Uni	ts: 1		
Assessme	Assessment Tasks Task 1 Assignment		Task 2 Test	Task 3 In class task	Task 4 Trial HSC Examination
Outco	mes	ME12-1 to 7	ME12-1 to 7	ME12-1 to 7	ME12-1 to 7
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Understanding, Fluency and Communicating	50%	10	15	10	15
Problem Solving, Reasoning and Justification	50%	10	15	10	15
Total Weighting % 100% 20		20	30	20	30
Date		T4 W7	T1 W10	T2 W9	T3 W3/4

	MATHEMATIC	Year Calendar: 2024 - 2025			
Higher Scho	ol Certificate C	Uni	ts: 2		
Assessment Tasks		Task 1 In class task	Task 2 Test	Task 3 Assignment	Task 4 Trial HSC Examination
Outco	mes	MS1-12-1 to 10	MS1-12-1 to 10	MS1-12-1 to 10	MS1-12-1 to 10
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Understanding, Fluency and Communicating	50%	10	15	10	15
Problem Solving, Reasoning and Justification	50%	10	15	10	15
Total Weighting %	100%	20	30	20	30
Date		T4 W9	T1 W10	T2 W7	T3 W3/4

	MATHEMATIC	Year Calendar: 2024 - 2025			
Higher Scho	ol Certificate C	Course Assessm	ent Schedule	Uni	ts: 2
Assessment Tasks		Task 1 In class task	Task 2 Test	Task 3 Assignment	Task 4 Trial HSC Examination
Outco	mes	MS2-12-1 to 10	MS2-12-1 to 10	MS2-12-1 to 10	MS2-12-1 to 10
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Understanding, Fluency and Communicating	50	10	15	10	15
Problem Solving, Reasoning and Justification	50	10	15	10	15
Total Weighting % 100% 20 30		20	30		
Date		T4 W9	T1 W10	T2 W7	T3 W3/4

	MODERN	Year Calendar: 2024 - 2025			
Higher Scho	ool Certificate C	Unit	Units: 2		
Assessmo	ent Tasks	Task 1 In class essay	Task 2 Source analysis	Task 3 Oral & Research Task	Task 4 Trial HSC Examination
Outco	omes	MH12.1, 12.2, 12.3, 12.5, 12.9	MH 12.4, 12.6, 12.8, 12.9	MH 12.5, 12.6, 12.8, 12.9	MH 12.2, 12.3, 12.5, 12.6, 12.9
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and understanding of content	40	10	10	5	15
Historical skills in the analysis and evaluation of sources and interpretations	20		10		10
Historical Inquiry and Research	20	5		15	
Communication of historical understanding in appropriate forms	20	10		5	5
Total Weighting %	100	25	20	25	30
Da	te	T4 W6	T1 W6	T2 W6	T3 W3/4

	MU	Year Calendar: 2024 - 2025			
Higher Scho	ool Certificate C	Course Assessm	ent Schedule	Unit	ts: 2
Assessment Tasks		Task 1 Instrument & It's Repertoire/ Aural Examination	Task 2 Music for Small Ensembles	Task 3 Music of the 20 th and 21 st Centuries	Task 4 Trial HSC Examination
Outco	omes	H2, H3, H4, H5, H6, H7, H8, H10, H11	H1, H2, H5, H7, H9, H11 (H3, H4, H10)	H1, H2, H5, H7, H9, H11 (H3, H4, H10)	H4, H6, H10
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Performance Core	10		10		
Composition Core	10	10			
Musicology Core	10			10	
Aural Core	25	5		5	15
Electives 1-3	45	15		15	15
Total Weighting % 100% 30		30	10	30	30
Da	ite	T1 W10/11	T2 W5	T2 W8	T3 W3/4

PER	SONAL DEVE	Year Calendar: 2024 - 2025			
Higher Scho	PHYSICAL ol Certificate (Units: 2			
Assessme	ent Tasks	Task 1 Research Task Option 3 Sports Medicine	Task 2 Project Portfolio Option 2 Improving Performance	Task 3 Design-Training Program and List Test	Task 4 Trial HSC Examination
Outco	mes	H8, H13, H16, H17	H7, H8, H9, H10, H16, H17	H7, H8, H9, H10, H11, H16, H17	H1-H11, H13, H16, H17
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and understanding of course content	40	10	10	10	10
Skills in influencing personal and community health and taking action to improve participation and performance in physical activity	30	5	5	10	10
Skills in critical thinking, research and analysis	30	5	5	10	10
Total Weighting %	100	20	20	30	30
Da	te	T4 W9	T1 W7	T2 W7	T3 W3/4

	OGRAPHY, VID	Year Calendar: 2024 - 2025			
Higher Scho	ool Certificate C	Course Assessm	ent Schedule	Unit	ts: 2
Assessment Tasks		Task 1 Digital/Film Imaging Practical Task	Task 2 Research & Case Study Essay	Task 3 Body of Work and Related Study	Task 4 Trial HSC Examination Portfolio and Theory
Outco	omes	M1, M2, M3, M4, M5, CH1, CH2	M1, M2, M3, M4, M5, M6, CH3, CH4 M1,M2, M3, M4, M5, CH1, CH3, CH5, CH6		M1, M2, M3, M4, M5, M6, CH1, CH2, CH3, CH4, CH5
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Making	70	20	20	15	15
Critical and historical studies	30	5	5	10	10
Total Weighting % 100 25 25			25	25	
Da	ite	T4 W10	T1 W7	T2 W6	T3 W3/4

	Ph	Year Calenda	r: 2024 - 2025		
Higher Scho	ool Certificate C	Unit	ts: 2		
Assessment Tasks		Task 1 Research Task	Practical Skills & I		Task 4 Trial HSC Examination
Outco	omes	PH12-12, PH11/12- 3, PH11/12-5, PH11/12-7	PH12-13, PH11/12- 2, PH11/12-3, PH11/12-6, PH11/12-7	PH12-14, PH11/12- 1, PH11/12-4, PH11/12-7	PH12-1 to PH12-15
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Skills in working scientifically	60	15	20	15	10
Knowledge and Understanding of course content	40	5	5	10	20
Total Weighting % 100		20	30	20	30
Da	ite	T4 W9	T2 W2	T2 W9	T3 W3/4

	Society	Year Calendar: 2024-2025			
Higher s	chool Certific	cate Assessmer	nt Schedule	Ur	nits: 2
Assessm	Assessment Tasks		Task 1 Research Task Social and Cultural Continuity and Change Task 2 Oral Presentation Social Inclusion and Exclusion		Task 4 Trial HSC Examination Written Paper
Outc	omes	H1, H3, H5, H7	H2, H3, H9, H10	H2, H3, H7, H10	H1, H2, H3, H4, H6
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge and understanding of course content	50	10	10	10	20
Application and evaluation of social and cultural research methods	30	10		10	10
Communication of information, ideas and issues in appropriate forms	20		10	10	
Total Weighting %	100	20	20	30	30
Da	ate	T4 W7	T1 W8	T2 W7	T3 W3/4

SF	PORT, LIFESTY	Year Calendar: 2024 - 2025			
Higher Scho	Higher School Certificate Course Assessment Schedule				ts: 2
Assessment Tasks		Task 1 Healthy Lifestyle Report	Task 2 Games and Sport Application II Practical Test	Task 3 Sports Administration Competition Design	Task 4 Sports Coachinng and Training Session
Outco	omes	1.5, 3.5	1.1, 3.1, 4.1	1.6, 3.2, 4.2	2.1, 3.1, 3.2, 4.2
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Knowledge & Understanding	50	15	10	15	10
Skills	50	10	15	10	15
Total Weighting %	100	25	25	25	25
Da	ite	T4 W9	T1 W9	T2 W5	T3 W5

	VISUA	Year Calendar: 2024 - 2025			
Higher Scho	ool Certificate C	Uni	ts: 2		
Assessmo	ent Tasks	Task 1 Body of Work Development	Task 2 Case Study & Body of Work progress	Task 3 Diary, Body of Work progress	Task 4 Trial HSC Examination (theory & practical)
Outco	omes	H5, H7-10	H8, H10	H1-H6	H1-H10
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Art Making	50	5	15	15	15
Art Criticism and Art History	50	20	15		15
Total Weighting % 100 25 30				15	30
Da	ite	T4 W8	T1 W8	T2 W7	T3 W3/4

Higher Scho	VISUAI ool Certificate C	Year Calendar: 2024 - 2025 Units: 2			
Assessmo	ent Tasks	Task 1 Digital/Film Imaging Practical Task	Task 2 Research & Case Study Essay	Task 3 Body of Work and Related Study	Task 4 Trial HSC Examination Portfolio and Theory
Outco	omes	DM1, DM2, DM5, DM6, CH1	H1.1, 1.2, 2.1, 3.2, 4.2	H3.3, 3.4, 4.1, 4.2	H1.1, 1.2, 3.2, 3.5, 4.2
Assessment Components	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %	Component Weighting %
Designing and Making	60	15	15	15	15
Critical and Historical Studies	40	10	10	10	10
Total Weighting %	100%	25	25	25	25
Da	te	T4 W9	T1 W7	T2 W6	T3 W3/4

HSC Assessment Advice for VET Courses

Assessment in VET courses is competency based. This means that you need to demonstrate that you have gained and can apply the specific knowledge and skills for the unit of competency to be deemed competent in that unit. Evidence of competence will be collected in a variety of ways including written tasks, practical demonstration, portfolio or assignments.

You will be deemed "Competent" if performance in all required assessment activities for the unit of competency is satisfactory or Not Competent if you are still developing skills and/or your performance is at an unsatisfactory level. There is no pass or fail. This means that a course mark is not allocated. For this reason, the assessment schedule for HSC VET courses is in a different format to other NESA Courses.

Formal assessment will be scheduled only when you have developed the necessary skills and underpinning knowledge to demonstrate competency.

Your trainer will keep an outcome record of units of competency. You may request to see this record at any time to determine your progress. Alternately you will be supplied with a competency log for maintaining a record of units achieved. You are entitled to seek advice about options for further training and assessment for competencies 'not achieved'. Refer to the Student Guide for additional advice. You will also receive a report from the school each semester indicating competency achievement. Competencies cannot be recorded without the sufficient assessment evidence.

The achievement of competency in the units of competency as stated in the Training and Assessment Strategy (TAS) will lead to a Certificate at AQF level I, II or III or a Statement of Attainment towards the AQF qualification. A digital transcript will be issued by the NSW Education Standards Authority (NESA) on behalf of Public Schools NSW Wagga Wagga, Registered Training Organisation (RTO) 90333 for successful completion. Refer to your NESA Student Online profile for more information.

Recognition of Prior Learning (RPL) on the Wagga Wagga RTO RPL form with the portfolio of evidence relevant to each unit of competency for which RPL is requested. The RPL form and evidence portfolio must be submitted to your trainer prior to course commencement who will forward it to the RTO manager for review.

Credit Transfer (CT) may be given for a unit of competency (UoC) previously achieved with another RTO after verification of the UoC. Seek CT advice from your trainer, who will contact the RTO, prior to the commencement of the delivery of this UoC.

N Determination letters will be issued to students who do not demonstrate due diligence and sustained effort in the course, participate in mandatory work placement and or apply themselves to course outcomes. This process may then lead to an "N" determination for this subject which may prevent the achievement of the HSC. Warning letters will not be issued for failure to achieve competency but are about fulfilling the requirements of learning for the HSC.

Work placement is a mandatory HSC component in some courses and must be completed during the course. (Refer to the specific course assessment summary for more detailed information).

- you will not be permitted to participate in a work placement if you are not deemed 'work ready' by your trainer.
- a 'N' determination will be issued if work placement is not satisfactorily completed. This means that the course will not
 count towards your HSC pattern of study. However, you will still receive a Certificate or Statement of Attainment which
 indicates one or more unit/s of competency achieved towards the qualification.
- the scheduled date for work placement is shown in the course assessment summary.
- you will complete a workplace journal of your placement.

Work placement advice from NESA in response to COVID

https://educationstandards.nsw.edu.au/wps/portal/nesa/about/news/novel-coronavirus/vet-work-placement

HSC Examination is only available in some VET courses. (Refer to the NESA course outline and the specific course assessment summary for detailed information).

- Optional for students completing the 240 hour course and is intended for Australian Tertiary Admissions Rank (ATAR) purposes only. (Refer to the specific course assessment summary for more detailed information).
- Independent of the competency based assessment requirements for the Australian Qualifications Framework (AQF) VET qualification. The satisfactory completion of the course will still appear on your HSC if the optional exam is not undertaken.

If you intend to use your VET course towards the calculation of the ATAR, the school must submit an estimated mark of your likely performance in the HSC examination. The calculation of the mark is a school decision and will include the Trial HSC examination. This mark is only used in the event of misadventure

HSC Assessment Advice for VET courses

Public Schools NSW Wagga Wagga RTO 90333

December 2021

Subject Assessment Calendar

TERM 4 2024		TERM 1 2025		TERM 2 2025			TERM 3 2025	
W1		W1		W1	IT Timber Legal Studies	W1	History Extension	
W2		W2	Legal Studies Physics	W2		W2		
W3		W3		W3		W3	Trial Examinations	
W4		W4	Business Studies	W4		W4	Trial Examinations	
W5		W5	Music	W5	English Standard SLR	W5	SLR	
W6	Modern History	W6	Modern History	W6	Modern History Photography Visual Design	W6		
W7	Mathematics Extension Society & Culture	W7	IT Timber PDH Photography Visual Design	W7	Biology Mathematics Mathematics Standard 1 Mathematics Standard 2 PDH Society & Culture Visual Arts	W7		
W8	Biology Business Studies IT Timber Visual Arta	W8	Society & Culture Visual Arts	W8	Aboriginal Studies Business Studies Music	W8		
W9	Aboriginal Studies Mathematics Mathematics Standard 1 Mathematics Standard 2 PDH Physics SLR Visual Design	W9	Aboriginal Studies English Studies SLR	W9	Mathematics Extension Physics	W9		
W10	English Advanced English Standard English Studies Legal Studies Marine Studies Music Photography	W10	Biology English Advanced English Standard Marine Studies Mathematics Mathematics Extension Mathematics Standard 1 Mathematics Standard 2	W10	English Advanced English Studies Marine Studies	W10		