



ROWVILLE  
GENERAL  
EXCELLENCE

**Rowville Secondary College**  
**Senior School Years 11 & 12 Subject**  
**Selection Handbook 2018**

# **GENERAL EXCELLENCE**

# SENIOR SCHOOL PATHWAYS 2018

A variety of pathways are available to Senior School Students. These include:

- **VCE: Victorian Certificate of Education** (all students)
- **VCAL: Victorian Certificate of Applied Learning** (General Excellence & RSA students)
- **SBAT: School Based Apprenticeship and Traineeship** (General Excellence students only)

In addition to this all students in all programs undertake Connect Ed for two periods per cycle. This is a timetabled class and attendance is compulsory.

## VICTORIAN CERTIFICATE OF EDUCATION: VCE

The Victorian Certificate of Education (VCE) is undertaken by the majority of students in Years 11 and 12. It is generally a **two year** certificate. At Rowville Secondary College, if you are studying for your VCE, the following conditions apply over the two years of the certificate.

- In **Year 11** you will undertake six (6) Units in Semester 1 and six (6) Units in Semester 2 making a total of twelve (12) units across the year.
- In **Year 11**, you must undertake at least two (2) Units from the English group (English; EAL; Literature; or English Language)
- In **Year 12** you will undertake five (5) Unit 3 and 4 sequences making a total of ten (10) units.
- In **Year 12** one of the sequences of units **MUST** be from the English group (English; EAL; Literature; or English Language).

To successfully complete the VCE you must meet the following criteria:

- Satisfactorily complete at least **16 units** which must include:
  - At least three units from the English Group\*, two of which must be a Unit 3-4 sequence.  
(\*NOTE: the English Group includes English, English as an Additional Language (EAL), English Language and Literature)
  - At least three (3) sequences of Units 3 & 4 studies in addition to the Unit 3 & 4 sequence from the English group, which may include any number of English sequences once the English requirement has been met.

To receive an **ATAR (Australian Tertiary Admission Rank)** at the end of your VCE, you will need to be aware of the following:

- You must satisfactorily complete both Units 3 and 4 of the same English sequence
- In each of the study areas of English, Mathematics, History, Contemporary Australian studies, Information technology, LOTE and Music:
  - at most two results can contribute to the primary four within the ATAR
  - at most three results can contribute to the ATAR, be they VCE results, Higher Education study results, or VET results.

## VCE SUBJECTS OFFERED:

At Rowville SC, we offer a very wide range of VCE subjects. Generally speaking, students in Year 11 select from Unit 1 & 2 subjects and students in Year 12 select from Unit 3 & 4 subjects. A list of the VCE subjects offered at RSC can be found on **Page 4** of this booklet.

The determination of which subjects actually run each year is based on student selection. We cannot guarantee that all subjects will attract enough students to make them viable. Furthermore, we cannot guarantee that subjects will be available at both campuses – it may be necessary for students to undertake cross-campus travel in order to access some subjects.

RSC Subject Advisors are listed on page 19 & 20 of this handbook. Students are encouraged to approach these teachers for further information. Study summaries for each course can be accessed via Compass.

## VET SUBJECTS AND TERTIARY ENHANCEMENT STUDIES:

In addition to the VCE subjects offered, it is possible for students to include a **VET (Vocational Education and Training)** subject or a **Tertiary Enhancement Study** as part of their VCE course. Tertiary Enhancement Studies are only available for Year 12 students and further details regarding these can be found later in this booklet (see **Page 9**)

VET subjects are generally completed over two years and provide a qualification or partial completion at Certificate II or III level. The courses often include “on-the-job” learning and use of simulated environments.

VET subjects may be counted in the primary four for the ATAR if they have a scored study (in other words students will receive a study score for the subject). Units 3 and 4 of a VET program where no study score is available may be used for fifth or sixth increments in the calculation of the ATAR. (The increments will be 10% of the average of the PRIMARY four subject scores). This is known as a block credit.

Up to two VET subjects may be attempted although only one may be taken at a training organisation external to the school. VET subjects require a two year commitment.

On successful completion, a VET subject will provide a student with:

- A nationally recognised training qualification at an appropriate AQF level issued by a Registered Training Organisation.
- A statement of results listing all VET units of competence completed and issued by VCAA and RTO.
- Credit for training into appropriate articulated courses.

Some VET subjects are undertaken at Rowville SC, but the majority are undertaken through **EXTERNAL** training organisations (i.e. TAFE Institutions or other schools).

## VET PROGRAMS OFFERED AT ROWVILLE SECONDARY COLLEGE:

These programs may be selected as part of the student’s school based program and will be timetabled at Rowville Secondary College:

- Certificate III in Music Industry
- Certificate III in Sport and Recreation

***There are additional costs involved in undertaking these programs.***

***See “Special Payment Conditions for Practical VCE & VET Subjects” on Page 10 of this booklet.***

## **VET PROGRAMS AVAILABLE THROUGH EXTERNAL TRAINING ORGANIZATIONS:**

Students can **ONLY** undertake external VET subjects that are listed and offered through the **Mullum Cluster**.

A list of the external VET subjects that students may be able to undertake in 2018 is provided on **Page 6** of this booklet. Students should note that subjects listed are not guaranteed to run next year if there are insufficient numbers of applicants across all the schools that connect to the Mullum Cluster.

Course descriptions for each of the subjects listed can be viewed through the Mullum Cluster website: [www.mullumcluster.com](http://www.mullumcluster.com) or are available through the Careers and Pathways Office.

***There are additional costs involved in undertaking these programs.***

***See “Special Payment Conditions for Practical VCE & VET Subjects” on Page 10 of this booklet.***

Please note that the financial support provided by Rowville Secondary College for tuition fees associated with external VET course only applies to the courses listed on **Page 6**. Tuition fees for these VET courses are paid by Rowville Secondary College. Students who wish to undertake VET subjects not included on this list will incur **the full cost of the study**. Students who wish to undertake VET studies not included on this list must seek approval from the **Pathways and VET Manager: Ms. Jenny McComb**.

Students will only be enrolled in external VET programs after they have submitted the VET application forms and paid the external VET administration fee of \$350 to the General Office. Students should **NOT**, under any circumstances, enrol themselves or begin an enrolment process with an external VET provider – this must be done through the Pathways and VET Manager.

Once enrolled, each course will have its own orientation event and attendance at this event is compulsory.

Once the program has commenced, students/families will be invoiced for materials fees. Please note materials fees can range from \$200 to \$1800+. The students continuing place in the VET program will be jeopardised if these fees are not paid by the due date.

Students wishing to undertake any of these subjects must be prepared to organize their own transport to and from the venue offering the subject.

# RSC VCE & VET SUBJECT UNITS OFFERED

It cannot be guaranteed that subjects will be available at both campuses – it may be necessary for students to undertake cross-campus travel in order to access some subjects. As a guide, the list below indicates the list of subjects and the respective campus where these subjects are expected to run. This is based on student choices in 2017 and as such is subject to change.

Year 11 Subjects	West	East	Year 12 Subjects	West	East
Accounting 1 & 2			Accounting 3 & 4		
Biology 1 & 2			Biology 3 & 4		
Business Management 1 & 2			Business Management 3 & 4		
Bus Man 1 / Accounting 2					
Chemistry 1 & 2			Chemistry 3 & 4		
Computing (IT) 1 & 2			Informatics (IT) 3 & 4		
Dance 1 & 2			Dance 3 & 4		
Drama 1 & 2			Drama 3 & 4		
Economics 1 & 2			Economics 3 & 4		
English Language 1 & 2			English Language 3 & 4		
English 1 & 2			English 3 & 4		
English as an Alternative Language (EAL) 1 & 2			English as an Alternative Language (EAL) 3 & 4		
Food Studies 1 & 2*			Food Studies 3 & 4*		
Geography 1 & 2			Geography 3 & 4		
Health 1 & 2			Health & HD 3 & 4		
History (20th Century) 1 & 2			History (Revolutions) 3 & 4		
Italian 1 & 2			Italian 3 & 4		
Legal Studies 1 & 2			Legal Studies 3 & 4		
Literature 1 & 2			Literature 3 & 4		
General Maths 1 & 2			Further Maths 3 & 4		
Specialist Maths 1 & 2			Specialist Maths 3 & 4		
Maths Methods 1 & 2			Maths Methods 3 & 4		
Foundation Maths 1 & 2					
Music Performance 1 & 2			Music Performance 3 & 4		
Media 1 & 2*			Media 3 & 4*		
Physical Education 1 & 2			Physical Education 3 & 4		
Physics 1 & 2			Physics 3 & 4		
Philosophy 1 & 2			Philosophy 3 & 4		
Product Design Technology (Textiles) 1 & 2*			Product Design Technology (Textiles) 3 & 4*		
Product Design Technology (Wood) 1 & 2*					
Psychology 1 & 2			Psychology 3 & 4		
Studio Arts 1 & 2*			Studio Arts 3 & 4*		
Visual Communication Design 1 & 2*			Visual Communication Design 3 & 4*		
VET Sport & Recreation (Cert 3) 1 & 2*			VET Sport & Recreation (Cert 3) 3 & 4*		
VET: Music Industry (Cert 3) 1 & 2*			VET: Music Industry (Cert 3) 3 & 4*		

**Subjects marked with \* have a practical component and as such have special payment conditions attached**

**See "Special Payment Conditions for Practical VCE & VET Subjects" on Page 10 of this booklet**

### Unit 3 and 4 Subjects Requiring Previous Completion of Units 1 and/or 2

It is highly recommended that students intending to undertake Unit 3 & 4 subjects listed below should have successfully completed Units 1 or 2 prior.

<b>UNIT 3 &amp; 4 SUBJECTS THAT REQUIRE PREVIOUS COMPLETION OF UNITS 1&amp;2</b>
Accounting (Unit 2)
Biology (Unit 2)
Chemistry (Unit 1 & 2)
Further Maths (3 & 4) – must have completed and passed General Maths (Units 1 & 2)
Indonesian, Italian (units 1 & 2)
Maths Methods 3&4 (requires Maths Methods 1 & 2)
Music Performance (Units 1 & 2)
Physics (Unit 1 & 2)
Specialist Maths (Requires Maths Methods Units 1 & 2, and Specialist Maths Units 1 & 2)
VET: Sport and Recreation – must undertake Units 1 & 2 before undertaking Units 3 & 4
VET Music Industry– must undertake Units 1 & 2 before undertaking Units 3 & 4 in Music

# EXTERNAL VET SUBJECTS AVAILABLE THROUGH MULLUM CLUSTER

<b>Courses</b>	
<b>Creative Industries</b>	
Acting (Screen)	Australian College of Dramatic Arts
Applied Fashion	Donvale Christian College
	Emmaus College
Media	Boronia K-12
	Mount Lilydale Mercy College
Music Technical Production	Aquinas College
	Box Hill Secondary College
<b>Service Industries</b>	
Allied Health	Box Hill Institute
Animal Studies	Box Hill Institute
Children's Services	Box Hill Institute
Community Services	Box Hill Institute
Equine Studies	Box Hill Institute
Hairdressing	Headmasters Academy
Health Services Assistant	Box Hill Institute
Hospitality	Aquinas College
	Mater Christi
Kitchen Operations	Aquinas College
	Belgrave Heights Christian School
Beauty Services	One to One Beauty
<b>Technology Industries</b>	
Information Technology	Ringwood Training
Integrated Technologies (Cisco)	Ringwood Training
Media	Boronia K-12
	Mount Lilydale Mercy College
<b>Trade Industries</b>	
Automotive Studies	Ringwood Training
Building & Construction (Carpentry)	Aquinas College/St Joseph's College
Electrotechnology	Swinburne University of TAFE – Wantirna
Engineering Studies	Ringwood Training
Plumbing	Aquinas College
	Swinburne University of TAFE – Wantirna

*There may be some slight variation for 2018. There are additional costs involved in undertaking all EXTERNAL VET subjects.*

*See "Special Payment Conditions for Practical VCE & VET Subjects" on Page 10 of this booklet*

*Please note RSA students who undertake an external VET Subject may find it clashes with Coaching. In this instance students will be expected to attend the VET classes and NO discount on RSA fees will be given.*

# VICTORIAN CERTIFICATE OF APPLIED LEARNING: VCAL

The VCAL is as an alternative pathway to the VCE at Years 11 & 12. VCAL provides students with practical work-related experience, as well as literacy and numeracy skills and the opportunity to build personal skills that are important for life and work. Like VCE, VCAL is an accredited secondary certificate. The VCAL is aimed at students whose major career goals are apprenticeships, TAFE and employment and are interested in a more practical approach to their learning. It is offered at two levels at Rowville Secondary College:

- Intermediate – Year 11
- Senior – Year 12

There are five compulsory learning strands at each year level. Students undertake two units from within each strand at each year level.

- |                               |                          |
|-------------------------------|--------------------------|
| ➤ Literacy Skills             | Work Related Skills      |
| ➤ Numeracy Skills             | Industry Specific Skills |
| ➤ Personal Development Skills |                          |

Students must successfully complete 10 units per year to obtain the relevant VCAL certificate (Intermediate or Senior). Additionally, students **MUST** complete a **minimum of 100 hours of work placement per year** to be successful.

### Costs & Fees –

- The VCAL fee is \$275.00 per annum. This must be paid prior to the student’s commencement. Parents who wish to make arrangements to pay by periodic payments should contact the General Office.

### Intermediate VCAL at Year 11 and Senior VCAL at Year 12:

- Students must complete Literacy, Numeracy and Personal Development Strands here at Rowville Secondary College **three days per week**.
- They complete the Industry Specific Skills Strand by undertaking a VET course at TAFE Institution or at another Registered Training Organisation (RTO) **one day a week**.
- They complete the Work Related Skills Strand through **one day of work placement per week** for the whole year which ideally should pertain to their VET program and a portfolio undertaken at school.
- Students must have their work placement arranged prior to the start of 2018 otherwise they will **NOT** be able to access the VCAL program. Students can seek assistance from the school if they experience difficulties in organizing a work placement.
- Students may enroll in Senior VCAL at Year 12 even if they have not completed an Intermediate VCAL at year 11.
- Students may choose to transfer to VCE from VCAL at the end of Year 11 to obtain their VCE if they change their career direction.
- Students may choose to transfer to VCAL from VCE at the end of Year 11 provided they complete all compulsory learning strands including a vocational (VET) subject.

INTERMEDIATE LEVEL	
Literacy	Unit 1 & 2
Numeracy	Unit 1 & 2
Personal Development	Unit 1 & 2
Industry Specific Skills	Unit 1 & 2
Work Related Skills	Unit 1 & 2

SENIOR LEVEL	
Literacy	Unit 3 & 4
Numeracy	Unit 3 & 4
Personal Development	Unit 3 & 4
Industry Specific Skills	Unit 3 & 4
Work Related Skills	Unit 3 & 4



# SCHOOL BASED APPRENTICESHIPS & TRAINEESHIPS: SBAT

School based apprenticeships/traineeships are **only available to General Excellence students through the Western Campus**. The SBAT pathway provides an opportunity for students to complete their schooling whilst commencing an apprenticeship/traineeship. Students undertake the **VCAL** within the framework of the School Based Apprenticeship and Traineeship pathway.

## SBAT STRUCTURE:

- Students attend work two days per week in paid employment (work related skills strand). Students are paid a weekly income based on the relevant award. This may range from \$70.00 to \$250.00 per week.
- Students attend TAFE one day per week where they complete a Certificate II or III training program (industry specific strand)
- Students attend school two days per week where they complete VCAL units in Literacy, Numeracy and Personal Development strands:

INTERMEDIATE LEVEL	
Literacy	Unit 1 & 2
Numeracy	Unit 1 & 2
Personal Development	Unit 1 & 2
Industry Specific Skills	Unit 1 & 2
Work Related Skills	Unit 1 & 2

SENIOR LEVEL	
Literacy	Unit 3 & 4
Numeracy	Unit 3 & 4
Personal Development	Unit 3 & 4
Industry Specific Skills	Unit 3 & 4
Work Related Skills	Unit 3 & 4

## STUDENT ELIGIBILITY AND SELECTION:

- Students are selected provided that they meet the selection criteria of the school and of atEAST. These will be made available and discussed through the Counselling process.
- To be eligible students must also have completed a minimum of two weeks of work experience in their chosen industry field preferably with two different employers prior to the end of Term 3 2017.
- Students will also be involved in an interview process conducted by atEAST prior to being accepted into the program.

## COSTS AND FEES:

- The cost of training varies from industry to industry, ranging from \$300.00 to \$2800.00 per annum, including materials and this **MUST** be paid by the student.
- The atEAST fee is \$350.00 per annum. This must be paid prior to the student's commencement. Parents who wish to make arrangements to pay by periodic payments should contact the General Office.

## AVAILABLE INDUSTRIES:

SBATs are available in the following industries:

Carpentry	Plumbing	Automotive	Panel Beating	Engineering
Cabinet Making	Horticulture	Landscaping	Business Admin	Tiling
Hairdressing	Barbering	Commercial Cookery	Childcare	
Educational Support	Plastering	Hospitality – Front of House		

Other industries maybe considered after discussion with the Rowville SC Pathways and VET Manager – Ms. Jenny McComb

# TERTIARY ENHANCEMENT STUDIES

## STUDY AT UNIVERSITY

Tertiary enhancement studies enable Year 12 students to complete a standard first year university level subject whilst in Year 12

### BENEFITS OF TERTIARY ENHANCEMENT:

- Enhancement studies are accredited as an approved extension by VCAA and will provide credit as a sixth subject increment, towards a student's ATAR score.
- Provides an intellectual challenge and a new approach to learning that may not be available in the normal Year 12 program
- Opportunity to interact with university staff members who have specialised expertise in their unit area.
- Gain an insight into university life – this can greatly assist in the transition from school to full-time university study.
- It assists high achieving students to maximise their learning experience in their final year of school.
- Obtain credit for the units you studied when you commence university

### Eligibility:

- Students must have completed a designated preparatory study at least Units 1 & 2
- They must in the estimation of the school be an excellent student and have demonstrated exceptional achievement in the preparatory study. If they have completed Units 3 & 4, they should have achieved a study score in excess of 41.
- If the student has not completed Units 3 & 4 of the preparatory study, then they must take it concurrently with the enhancement study.

Melbourne, Monash and Latrobe Universities offer a range of Enhancement Studies. The following list is a guide:

#### Monash University

Accounting & Finance	Biology	Biomedical Science	Chemistry	History (Medieval & Renaissance)
International Studies	Mathematics	Physics	Psychology	Mobile Applications Development

#### University of Melbourne

Accounting	Ancient Greek	Advanced Ancient Greek	Art History	Biology
Chemistry	Earth Sciences	Economics	Engineering Systems	French
Advanced French	German	Advanced German	Hebrew	History
Indonesian	Italian	Japanese	Advanced Japanese	Latin
Advanced Latin	Literature	Mathematics	Philosophy	Physics
Psychology	Further Advanced Japanese		History & Philosophy Science	

#### Latrobe University

Aboriginal Studies	History	Journalism	Globalisation, Society & Place
Criminology	Sociology	Accounting	Business
Economics	Event Management	Marketing	Human Biosciences
Engineering	Chemistry	Physics & Astronomy	Biology

- If interested in undertaking a Tertiary Enhancement Study you **MUST** attend a Counselling interview.
- All three universities will be conducting a parent information evening during October and applications close in November. Further information is available on their web sites.
- Further information and brochures will be provided on an individual basis from the Careers office as soon as they are available (information is usually received by the College early in Term 4).

# SPECIAL PAYMENT CONDITIONS FOR PRACTICAL VCE & VET SUBJECTS

Some elective subjects require expenditure beyond that provided by the government allowances to schools in order to meet the learning outcomes in a challenging and effective way. It is therefore necessary that a fee is charged to cover the additional costs involved in providing these programs.

1. In order for students to be enrolled in the elective subjects that have an associated cost, full payment of the student's four first choice subjects must be made within the payment window of Friday 1<sup>st</sup> of September to Wednesday 6<sup>th</sup> September. Payments should be made by completing the course confirmation on Compass
2. If there are any difficulties in meeting these payments then contact can be made with the Student Wellbeing Coordinator (Kelly Gaunt– Western Campus; Jo Johnson – Eastern Campus).
3. **PLEASE NOTE: Unpaid subject charges for 2017 must be paid before enrolments in the above units can occur.**
4. In the event that your child does not gain a place in any elective subjects for 2018 that incur a cost, the payment can either be reallocated, **with your approval**, to any outstanding school charges or a full refund will be provided.
5. The College is not able to provide materials to students who have not made the necessary payments. Consequently students will not be entered into elective subjects that incur a cost if the payment has not been received.
6. The College Council has approved the associated costs for elective subjects.

YEAR 11 2018		YEAR 12 2018	
Product, Design Technology (Textiles/Wood) 1 & 2	\$124.00 pa	Product, Design Technology (Textiles) 3 & 4	\$124.00 pa
Food Studies 1 & 2	\$156.00 pa	Food Studies 3 & 4	\$156.00 pa
Media Studies 1 & 2	\$134.00 pa	Media Studies 3 & 4	\$134.00 pa
Studio Arts 1 & 2	\$164.00 pa	Studio Arts 3 & 4	\$164.00 pa
VCAL	\$275.00 pa	VCAL	\$275.00 pa
Visual Communication Design 1 & 2	\$164.00 pa	Visual Communication Design 3 & 4	\$164.00 pa
VET Sport and Recreation (1 & 2)	\$260.00 pa	VET Sport and Recreation (3 & 4)	\$260.00 pa
VET Music Industry (1 & 2)	\$141.00 pa	VET Music Industry ( 3 & 4)	\$141.00 pa
VET Subject – at external provider (Mullum Cluster)	\$350.00 pa Plus Material charges as determined by external provider	VET Subject – at external provider (Mullum Cluster)	\$350.00 pa Plus Material charges as determined by external provider

**PLEASE NOTE: Unpaid practical and VET subject levies for 2017 must be paid before enrolments in the above units can occur for 2018. Details are available from the General Office.**

# Applying for Senior School Courses 2018

Students are required to enter their pathway and subject choices **on-line via Edval**. After completing this process, print out the hard copy (paper) subject selection form that is automatically generated. This form then needs to be signed by both a parent and the student and submitted to the General Office, along with any payments that are due. This must be done by **Thursday 31st August**.

**Counselling Interviews** will be available for students and parents who request an interview. Parents/students are strongly encouraged to make a course counselling interview appointment. It is highly recommended that **ALL** students undertake a counselling interview – for those students considering a **VCAL or SBAT pathway** this is a **MUST**.

**Tuesday 8<sup>th</sup> August**

**Venue – Eastern Campus**

**4pm – 8.00pm**

**Thursday 10<sup>th</sup> August**

**Venue – Western Campus**

**4pm – 8.00pm**

Parents can book an interview time of **15 minutes** at either campus to discuss pathway and subject options for 2018. Bookings will be made via a similar system to our conference interview bookings process via COMPASS. Bookings will open as of **Friday 28<sup>th</sup> July** and will close **Monday 7<sup>th</sup> August at 12 midday**.

## **Edval Online Process:**

To enable the College to collect student Course and Subject choices for 2018, we will be using **Edval**. This will allow for student choices to be submitted online via an internet connection and/or while at school using the school network. You will be able to access the program from the school's Website and home page at [www.rowvillesc.vic.edu.au](http://www.rowvillesc.vic.edu.au) when the Edval program opens on Monday 14<sup>th</sup> August, 2017. Login details and further instructions will be provided to students in the week leading up to this date. The on-line system will close on Thursday 31st August.

## **ADDITIONAL DOCUMENTATION REQUIRED:**

- If you wish to apply for an **EXTERNAL VET subject**, whether you are a VCE or VCAL student you also need to download and complete the **Mullum VET Cluster Application form** and submit it to **Ms. Jenny McComb (Pathways and VET Manager)** by **Thursday 31st August**.
- If you wish to apply for a **SBAT pathway** you need to download and complete the **SBAT Application form** and submit it to **Ms. Jenny McComb (Pathways and VET Manager)** by **Thursday 31st August**.
- All documentation will be available via the **College Website** and through **COMPASS**.
- Copies of all documents are available on request from **Ms. Jenny McComb (Careers and Pathways Manager)** via the Careers Office at each campus

**CLOSING DATE** for submission of Senior School pathway and subject selections is  
**Thursday 31st August**

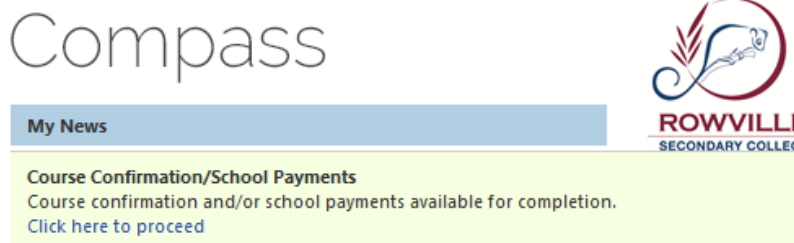
# On-Line Selection Process

To complete your selection process, follow these instructions carefully:

1. Read the Handbook carefully and discuss the subjects with your teachers and parents.
2. Complete the online subject selection process (Edval) by no later than **Thursday 31st August**  
**(Opens on Mon 21 August).**

## On-line Process

1. Students are required to enter choices **online via Edval**.
2. **Payment is to be processed online** by logging onto Compass and completing the student's course confirmation in the payment window of Friday 1<sup>st</sup> of September to Wednesday 6<sup>th</sup> September.
3. Parents will be prompted to enter payment details for 2018 course and subject fees (see sample screenshot below).



4. The instalments will be deducted from the nominated account on the third Thursday of every month beginning on 15 February 2018.
5. Parents who wish to make alternate payment arrangements for the 2018 tuition fees are requested to complete the details in Compass and then to ring Tania or Kerri on 9755 4555 or email [rowville.sc@edumail.vic.gov.au](mailto:rowville.sc@edumail.vic.gov.au) with the alternate arrangement details. Confirmation of these arrangements will be sent before payments are deducted from the nominated account.
6. Parents will be required to update personal and contact details during the course confirmation process.
7. Parents and students will be required to update and sign various agreements during this process. We estimate the process will take 15 – 20 minutes.
8. **Help will be available with the process from the general office should you require it.**

**Reminder: Edval selections due by Thursday 31st August 2017 and payments are to be made in the payment window of Friday 1<sup>st</sup> of September to Wednesday 6<sup>th</sup> September.**

# Appendix 1:

## A Guide to Senior School Acronyms & Terms

### **VCE: Victorian Certificate of Education**

The majority of students in Victoria complete this certificate over the course of 2 years. Students are required to complete a minimum of 16 units, which must include a minimum of 3 units of English.

### **VCAL: Victorian Certificate of Applied Learning**

This is a hands-on option for students in Years 11 and 12. VCAL gives students practical work-related experience, as well as literacy and numeracy skills and the opportunity to build personal skills that are important for life and work.

### **VET: Vocational Education & Training**

VET subjects are vocational training programs approved by the VCAA which offer students the opportunity to gain a nationally portable VET qualification. VET subjects can be taken as part of a VCE or VCAL program. Selected VCE VET subjects offer scored assessment for Units 3 and 4. When undertaken within a school setting they are sometimes referred to as **VETIS** (Vocational Education & Training In School) subjects.

### **SBAT: School-based Apprenticeship or Traineeship**

This program offers students the opportunity to undertake an apprenticeship or traineeship whilst enrolled in a senior secondary program (VCAL), with at least one day per week timetabled to be spent on the job or in training during the normal school week.

### **VCAA: Victorian Curriculum and Assessment Authority**

The statutory authority responsible for the conduct of the VCE, VCAL and VET programs in Victorian schools. Oversees all matters pertaining to the delivery and conduct of these programs.

### **VTAC: The Victorian Tertiary Admissions Centre**

VTAC is the authority or body that administers the application processes for places in tertiary courses, scholarships and special entry access schemes at university, TAFE and independent tertiary colleges in Victoria. VTAC is also responsible for the calculation and issuing of the ATAR for VCE students and for co-ordinating sittings for Special Tertiary Admissions Test (STAT) and Australian Law Schools Entrance Test (ALSET).

### **ATAR: Australian Tertiary Admissions Ranking**

The ATAR is a rank that allows students who have completed different combinations of Year 12 courses to be compared. It is calculated for tertiary institutions to rank and select school leavers for admission to courses. Other selection criteria may be used together with the ATAR.

### **Study Score**

A study score shows how well a student has performed in a study at Unit 3 and 4 level, compared to everybody else in Victoria who took that study. The maximum study score is 50. Each year, and for every study, the mean study score is set at 30. A score of between 23 and 37 shows that a student is in the middle range of students; a score of 38 or more indicates that they are in the top 15% of students in that study/subject.

**Block credit** - Students who have completed or are completing training in nationally recognised VET qualification can apply for credit towards their VCE.

**Primary Four Subject** – Students 4 highest scoring subjects which are used to calculate your ATAR.

**Mullum VET Cluster** – Group of forty plus secondary schools who work together to offer over 30 VET subjects.

**ATAR Study Score** - the ATAR is developed from an aggregate produced by adding:

- VTAC scaled study score in one of English, English Language, Literature or English as an Additional Language (EAL)
- The next best three VTAC scaled study scores permissible; and
- 10% of the fifth and sixth permissible scores that are available.

**Clearly In** - The minimum score which will guarantee a student placement in a course. The clearly-in scores for all courses are subject to annual change due to the nature and number of applicants for the respective courses

**Extra Requirements** - These are the requirements set for a course, in addition to the VCE that a student must satisfy to be considered for selection into a post-secondary course eg folio, audition etc

**RTO** - Registered Training Organisation. This is the organisation that is approved and registered to deliver Vocational Education and Training courses of study. They include private organisations, TAFEs and Rowville Secondary College

**Scaling** - A VCE study score provides an indication of a student's relative performance in a particular study. Scaling adjusts for differences in abilities of students undertaking different studies, so that the scaled scores are comparable across different studies. It ensures that students are neither advantaged nor disadvantaged on the basis of the studies they choose.

**atEAST** - A consortium of 10 schools who work together to employ staff to manage the SBAT program for those schools, including Rowville.

# Appendix 2:

## VCE English & Mathematics Information

The following information is provided as a guide to assist in selection of the most appropriate subject. Students are also encouraged to discuss this with their current English and/or Mathematics teacher.

### V.C.E. English & E.A.L. (English as an Additional Language)

**Overview:** This English course is the one most similar to what you have studied in years 7-10. You will look at a range of texts, including novels, media articles and films. The tasks you complete will focus on analysing these texts in essays and also writing creatively to suit a particular audience, purpose and form.

**Reading expectations:** Four set texts are studied across the year which may be novels, plays, films or short story collections. These should be read/viewed in your own time prior to studying them in class. It is highly recommended that you read each of your English texts during the summer holiday period, and then re-visit each text as it approaches during the year.

In addition to these texts, your class room teacher will provide you with relevant material (such as media articles, essays or short stories) that will support your learning.

#### Areas of Study:

This is a two-year course, made up of four semesters, or units. You will explore the following three areas of study:

Reading and Creating	Reading and Comparing	Analysing and Presenting Argument
<p>Students explore how meaning is created in a text. They identify, discuss and analyse decisions an author has made around writing conventions and language to represent characters, settings, events and themes.</p> <p>Students develop creative and analytical responses to set questions/topics about the texts. They also explore how purpose and audience affect the choices they make as writers in developing ideas and planning work.</p>	<p>Students explore how comparing texts can provide a deeper understanding of ideas, issues and themes.</p> <p>Students produce a written comparison of selected texts, discussing important similarities and differences and exploring how the texts deal with similar or related ideas, issues and or themes from different perspectives.</p> <p>Students use textual evidence soundly and appropriately, dealing with ideas presented in the texts.</p>	<p>Students build on their understanding of argument and they analyse the use of language in texts that present a point of view on issues currently debated in the Australian media.</p> <p>They also construct, orally and in writing, a reasoned point of view on the selected issue.</p>
Assessment types		
<ul style="list-style-type: none"> <li>• Formal text response essays</li> <li>• Informative oral presentations</li> <li>• Short stories</li> <li>• Creative responses</li> </ul>	<p>A range of writing styles including:</p> <ul style="list-style-type: none"> <li>• Essays</li> </ul>	<ul style="list-style-type: none"> <li>• Formal language analysis essay</li> <li>• Persuasive essays</li> <li>• Persuasive oral presentations</li> </ul>



## V.C.E. English Language

**Overview:** This English course explores the structure of the English language, its history and its role today. It is more concrete than other Englishes, as you learn about specific facts and ideas, rather than writing creatively or analysing characters and themes. The tasks you complete will involve analysing texts for language features such as grammatical structure, jargon or slang, and writing formal essays analysing ideas about language.

**Reading expectations:** Unlike other Englishes, there are no set novels in this course. However, reading is still a requirement. The main difference is that you will mostly read informative texts such as non-fiction books and media articles. Some of these will be presented in class, but it is expected that English Language students construct an independent resource folio, and read subject-related texts as part of their allocated out-of-class study time.

**Assessment:** Short-answer tests, Discourse analysis, Investigative reports, Formal essays

### Areas of Study:

This is a two-year course, made up of four semesters, or units. In each unit, you will explore two different areas of study.

<p style="text-align: center;"><b>Unit One:</b></p> <p style="text-align: center;"><b>Language and communication</b></p>	<p style="text-align: center;"><b>Unit Two:</b></p> <p style="text-align: center;"><b>Language change</b></p>
<p><b>1. <i>The nature and functions of language</i></b></p> <p>Students explore what language is and how it works. There is a focus on the different ways that language is divided into categories, such as grammar and sounds. In addition, students explore the different purposes language is used for and how context can change the way we use it.</p> <p><b>2. <i>Language acquisition</i></b></p> <p>Students describe what children learn when they acquire language and investigate different linguistic theories about how children learn to communicate.</p>	<p><b>1. <i>English across time</i></b></p> <p>Students examine the changes that have occurred to the English language over time, by exploring varieties of English from the past and the processes that cause languages to alter or die out. They make predictions about the future of English based on their learning.</p> <p><b>2. <i>Englishes in contact</i></b></p> <p>Students consider the effects of the global spread of English. They explore the elevation of English as a global lingua franca and evaluate its effect on other languages.</p>
<p style="text-align: center;"><b>Unit Three:</b></p> <p style="text-align: center;"><b>Language variation and social purpose</b></p>	<p style="text-align: center;"><b>Unit Four:</b></p> <p style="text-align: center;"><b>Language variation and identity</b></p>
<p><b>1. <i>Informal language</i></b></p> <p>Students consider the way speakers and writers vary the style of their language to suit a particular social purpose. They identify and analyse the distinctive features of informal spoken and written texts, including conversations, textpeak/ MSN chat, and journals.</p> <p><b>2. <i>Formal language</i></b></p> <p>Students examine the features of functions of formal language, particularly in literature and the public domain. They also explore how formal language can be used to avoid social taboos through the use of euphemisms, non-discriminatory language and political correctness.</p>	<p><b>1. <i>Language variation in Australian society</i></b></p> <p>Students discover the range of language varieties that exist in Australia. They compare Standard Australian English to other varieties of Australian English, such as Aboriginal-English, and explore how Australian identity is reflected in different texts.</p> <p><b>2. <i>Individual and group identities</i></b></p> <p>Students investigate the way we can use language to reflect our identity, and our membership of groups based on social factors such as age, gender and education. They also consider how jargon and slang affect our inclusion or exclusion from particular groups.</p>

## V.C.E. Literature

**Overview:** This English course is the one for you if you absolutely love reading and writing, and feel confident in your English skills. You will study novels, plays, poetry and films in great detail, and complete a wide range of assessment tasks including text analysis, formal essays and a variety of creative writing tasks. This subject takes a more philosophical approach to reading Literature, and the ideas are explored in greater depth.

**Reading expectations:** In this subject, you will explore a variety of texts, including novels, plays, short-story collections, poem anthologies and films. The year eleven course covers eight texts, while the year twelve course covers a minimum of six. In addition to studying these texts, you will also investigate what other people have written about these texts by reading their literary criticism.

### Assessment:

- Formal essays
- Close analysis of selected passages
- Journal entries
- Imaginative responses
- Reviews

### Areas of Study:

This is a two-year course, made up of four semesters, or units.

Unit One	Unit Two
Students consider how language, structure and stylistic choices are used in different literary forms and types of text. They develop personal responses to texts and justify their own interpretations. They respond analytically and creatively to the ways texts explore different aspects of the human condition.	Students respond analytically and creatively to texts from specific social and cultural contexts. They reflect on the ideas, concerns and language of individuals and groups from that time. They also explore the connections between texts, and how different readings of them provide a range of interpretations.
Unit Three	Unit Four
Students investigate how the form of a text is significant by comparing different adaptations of the same text, such as a novel and a film. They analyse, interpret and evaluate the views and values of a particular text. They consider alternate viewpoints by exploring the interpretations of others.	Students focus on the imaginative techniques used for creating and re-creating a literary work. They create their own pieces in response to a text, and discuss the links between their own writing and this text. They also critically analyse features of a specific text.

If you are considering selecting this course, please see your English teacher for advice on entry.



## Appendix 3:

# VCE Course Information and RSC Subject Advisors

Students and parents are advised that course study summary for each subject can be found on Compass under School Documentation/2018 Subject Selection/ 2018 Year 11 & 12. For further information students are encouraged to speak to the nominated Subject Advisor as per this list.

Year 11 Subjects	West	East
Accounting 1 & 2	Marcus Desler	
Biology 1 & 2	Angie Hume	Kimberly McMahon
Business Management 1 & 2	Sue Payne	Rina Stakos
Bus Man 1 / Accounting 2	Marcus Desler	
Chemistry 1 & 2	Braedan Johnstone	Domenic Lucarelli
Dance 1 & 2		Kacey Hocking
Drama 1 & 2		Kacey Hocking
Economics 1 & 2	Marcus Desler	
English as an Additional Language	Kate Unusu	
English Language 1 & 2	Kate Unusu	
English 1 & 2	Lisa Giles	Rohan McDowell
Food Studies 1 & 2*	Margaret Semple	
Geography 1 & 2	Suzanne Dardel	Sam Curley
Health & Human Development 1 & 2	Rod Hill	Lisa Williams
History (20th Century) 1 & 2	Rebecca Iacobucci	Bronwyn Waterfall
Computing (IT) 1 & 2	Sam Gerges	
Literature 1 & 2	Ruth Lowes	Saraya Lubarsky
Italian 1 & 2	Franca Moretti	
Legal Studies 1 & 2	Ashley Ziegerink	Cathy Holleran
General Maths 1 & 2	Braedan Johnstone	Bernadette McCarthy
Specialist Maths 1 & 2	Clare Strain	
Maths Methods 1 & 2	John Wright	Malti Kushwaha
Foundation Maths 1 & 2	Josh Larkins	
Music Performance 1 & 2		Damien Mizzi
Media 1 & 2*	Daniel Barton	Lauren Bertacchini
Physical Education 1 & 2	Wayne Judge	Shane Pilkington
Physics 1 & 2	Doug Harley	Kimberly McMahon
Philosophy 1 & 2	Tanya Vandervelde	
Product, Design Technology (Wood) 1 & 2*	Neville Whittaker	
Product, Design Technology (Textiles) 1 & 2*		Elizabeth Best
Psychology 1 & 2	Daniel Sherlock	Laura St Clair
Studio Arts 1 & 2*	Daniel Barton	Alan Murdoch
Visual Communication Design 1 & 2*	Peter Gurry	Peter Gurry
VET Sport & Recreation (Cert 3) 1 & 2*	Gary Gilbert	Jacque Barr
VET: Music Industry (Cert 3) 1 & 2*	Nick Lowes	

<b>Year 12 Subjects</b>	<b>West</b>	<b>East</b>
Accounting 3 & 4	Marcus Desler	
Biology 3 & 4	Clare Strain	Craig McGeehan
Business Management 3 & 4	Marie Lucarelli	Rina Stakos
Chemistry 3 & 4	Braedan Johnstone	Domenic Lucarelli
Dance 3 & 4		Ricki Leicester
Drama 3 & 4		Kacey Hocking
Economics 3 & 4	Marcus Desler	
English as an Additional Language	Kate Unusu	
English Language 3 & 4	Lisa Giles	
English 3 & 4	Tanya Vandervelde	Rohan McDowell
Food Studies 3 & 4*	Margaret Semple	
Geography 3 & 4	Suzanne Dardel	Sam Curley
Health & Human Development 3 & 4	Wayne Judge	Louise Wotton
History (Revolutions) 3 & 4	Rebecca Iacobucci	Rohan McDowell
Informatics (IT) 3 & 4	Sam Gerges	
Literature 3 & 4	Ruth Lowes	Ruth Lowes
Italian 3 & 4	Franca Moretti	
Legal Studies 3 & 4	Ashley Ziegerink	Cathy Holleran
Further Maths 3 & 4	John Wright	Kerryn Lacey
Specialist Maths 3 & 4	Doug Harley	
Maths Methods 3 & 4	Melissa Fraser	Malti Kushwaha
Music Performance 3 & 4		Damien Mizzi
Media 3 & 4	Daniel Barton	Lauren Bertacchini
Physical Education 3 & 4	Christian Cullen	Alex Von Scheven
Physics 3 & 4	Doug Harley	Kimberly McMahon
Philosophy 3 & 4	Beata Clark	
Product, Design Technology (Textiles) 3 & 4*		Elizabeth Best
Psychology 3 & 4	Daniel Sherlock	Kiera Wills
Studio Arts 3 & 4*	Neville Whittaker	Alan Murdoch
Visual Communication Design 3 & 4*	Peter Gurry	Peter Gurry
VET Sport & Recreation (Cert 3) 3 & 4 *	Christian Cullen	Jacque Barr
VET: Music (Cert 3) 3 & 4*	Nick Lowes	

# Appendix 4:

## Frequently Asked Questions

### What does a VCE program at Rowville typically look like?

- In Year 11 students typically study 6 x Unit 1 & 2. Some students may complete 5 x Unit 1 & 2 and 1 Unit 3 & 4 subject
- In Year 12 students will typically study 5 x Unit 3 and 4 subjects which must include one subject from the English group – English/EAL/English Language/Literature.
- Over 2 years students will typically attempt a minimum of 22 units; if a student undertakes a VCE subject in Year 10 then they are likely to finish with 24 units attempted.

### What is the difference between a unit and a subject?

A unit is the work covered in a semester; a subject consists of 4 units usually take over 2 years as part of the VCE.

### What do I need to do to successfully obtain my VCE?

A student must satisfactorily complete:

- At least 16 units overall
- At least three units from the English Group\*, two of which must be a Unit 3-4 sequence.  
(\*NOTE: the English Group includes English, English as an Additional Language (EAL), English Language and Literature)
- 
- At least three sequences of Unit 3 and 4 studies other than the English group, which may include any number of English sequences once the English requirement has been met

### How do I choose which VCE subjects to undertake?

- Choose subjects you are good at
- Choose subjects which interest you
- Choose subjects that are needed for access to further education at TAFE or university (pre-requisites)
- Choose subjects that will lead to or relate to employment areas that you find appealing or you are interested in
- Choose subjects/courses that will provide you with appropriate skills or qualifications to help you achieve your career goals eg undertake a VET certificate
- Students should not select studies based on scaling – they are more likely to get better results if they are studying subjects which interest them.

### Can I complete a Unit 3 & 4 subject in Year 11?

Yes, provided you have completed Unit 1 and 2 in that subject in Year 10.

### What does a VCAL program at Rowville typically look like?

At both Intermediate/Year 11 and Year 12/Senior students will complete VCAL subjects of Literacy, Numeracy and Personal Development at school 3 days per week, will attend TAFE 1 day a week (Industry Specific Skills) and work 1 day a week (Work Related Skills). Students must complete a VET course and must complete time

in the work place, through structured workplace learning (SWL) or part time employment. VCAL is suited to students who like to learn by doing – more practical.

### **What do I need to do to successfully obtain my VCAL?**

A student must successfully obtain 10 credits. A credit is awarded for each unit (100 hours of study in a semester). Students must obtain 2 credits in each of the 5 strands. The strands are Literacy, Numeracy, Industry Specific (TAFE), Work Related (SWL/employment) and Personal Development.

### **Which students should choose VCAL**

- Those who learn by doing rather than study theoretical subjects
- Those who are not sure which industry they wish to be employed in
- Those who aren't quite ready for the responsibilities which go with employment

### **What is a VET subject?**

Vocational education and training – provide the opportunity for students to gain a nationally recognised qualification and workplace experience and skills, while at school.

### **What is the difference between a VET and a Pathways program at TAFE?**

- A VET program is completed over 2 years and will lead to the award of a certificate and will contribute to the your VCE and ATAR
- A Pathways program is generally undertaken in a year or less, it will contribute to VCAL credits but generally will not provide credit towards the VCE – often completed in Year 10.

### **What is the difference between a VET certificate undertaken at TAFE and VET certificate undertaken at Rowville?**

- They are both recognised as the same just delivered differently.

### **What are the fees associated with a VET subject?**

- Administration fee of \$350.00, Materials fee ranges from \$200.00 to \$1800.00 – both paid by the student
- Tuition fee is paid by Rowville.

### **How do I find out the pre-requisite subjects for a course?**

- VTAC produces a guide to pre-requisites for all university and TAFE courses, two years in advance ie current Year 10 students who will be applying to tertiary institutions in 2019 and can be down loaded from the VTAC website. The information is available through the Virtual Library and was published in the daily papers in 18<sup>th</sup> July.

### **How do I find out which courses are available at TAFE and university?**

- On the VTAC website [www.vtac.edu.au](http://www.vtac.edu.au) there is a program called “Course Search” and one called “course Link” that enable students to find courses in their area of interest and TAFE and university.

- On the TAFE website [www.tafe.vic.gov.au](http://www.tafe.vic.gov.au) students are able to find all courses from Certificate I to degree offered at all TAFE colleges and private colleges (RTOs) across the state.

### **Which students should choose a School Based Apprenticeship or Traineeship (SBAT)?**

- Those who have a passion for working in a particular industry
- Those who learn by doing rather than study theoretical subjects
- Those who want to commence employment but are not ready to leave school
- Those who want a head-start on an apprenticeship or traineeship before they end of Year 12
- Those students who have completed a week of work experience in their chosen industry with 2 different employers ie a total of 2 weeks work experience. To be completed prior to interview with atEAST
- Those who at this stage of their lives do not want to study for a higher qualification at university
- Those who are well organised and are prepared to commit to the 3 components of the program – school, TAFE and employment.

### **Does Rowville find employment for students wanting to undertake a SBAT?**

- atEAST (consortium of 8 school including Rowville) manages the SBAT program for Rowville and supports students during their studies but students need to supply a list of possible employers in the industry they are interested in and in a locations that are accessible for them.
- atEAST provides a list of industries they provide support in each year – if a student wants an SBAT in an industry not supported by atEAST eg animal studies, beauty therapy and electrical they student must provide their own employer prior to interview with atEAST. The Careers and Pathways Manager will confirm this employer prior to the student being interviewed by atEAST.

### **Students with no clear direction**

- Students should have completed a “Career Action Plan” in their ConnectED class refer to this and their responses to the questions posed
- When a student is unsure of their pathway encourage them to make an appointment with the Careers and Pathways Manager.

### **Choosing a senior school pathway**

- Does not mean committing to a career
- It does mean– exploring interests, abilities and aptitude.
- It also means– making connections to occupational areas and researching pathways to these occupations
- Students undertaking VCAL **MUST** choose a VET course
- Students applying for the SBAT program do **NOT** apply for a VET course through the school, their VET enrolments are organised once their apprenticeship/traineeship is confirmed. Please stress to these students that they should **NOT** download the paperwork which is required from other VET applicants.
- Students who wish to apply for the SBAT program must complete 2 weeks of work experience with 2 separate employers in their chosen field by the end of Term 3, otherwise they will **NOT** qualify for selection.