VICTORIAN CURRICULUM AND ASSESSMENT AUTHORITY

VICTORIA State Government

Declaration for enrolment in VCE Modern Languages Units 3 and 4 in 2025

COLLECTION NOTICE
The VCAA is a statutory authority continued under the Education and Training Reform Act 2006 (Vic). The VCAA collects the information requested in this form, which includes personal information within the meaning of the Privacy and Data Protection Act 2014 (Vic), for the purpose of facilitating an application for a student to enrol in VCE Modern Language studies. The personal information collected in this form will be disclosed to and used by relevant VCAA employees and/or contractors for and in connection with the abovementioned purpose. The personal information collected will not otherwise be used or disclosed by the VCAA, except with the consent of the individual, or if the VCAA is required or otherwise permitted by law to do so. When an individual's personal information is provided to the VCAA by a third party, the VCAA requests that the individual is made aware their personal information will be or has been provided to the VCAA, the purpose for which it will be or was provided and to whom it will be or is likely to be disclosed. If the requested personal information is not provided, the application will not be processed. An individual may request access to personal information the VCAA holds about them, if any, and request its correction if inaccurate. To do so, please contact the VCAA Student Records and Results Unit on (03) 9032 1742. The VCAA Privacy Policy can be found at www.vcaa.vic.edu.au/Footer/Pages/Privacy.aspx.

The declaration should not be submitted to the VCAA but retained at the home school with any relevant supporting documentation for audit purposes. Schools are responsible for recording each student's status on VASS as either a First or Second Language Learner in the language of study. **Language learner statuses are required to be entered on VASS before the enrolment deadline for VCE Unit 3–4 sequences, Friday 2 May 2025**.

For further information regarding the VCE Modern Languages enrolment process, please refer to the VCE Administrative Handbook, Administrative Information: student enrolment – Students seeking enrolment in VCE Modern Languages or at the following link on the VCAA website: www.vcaa.vic.edu.au/administration/schooladministration/Pages/EnrolmentinVCEModernLanguages.aspx

The Declaration is to be completed by all students who wish to enrol in VCE Modern Language Units 3 and 4 studies in 2025 and must be returned to the home school for the required endorsement by the principal or delegate.

All applicable studies for the Declaration are listed on the reverse side of this form.

A separate Declaration must be completed for each VCE Modern Language Units 3 and 4 study enrolment.

Please print clearly and in CAPITAL LETTERS.

Please confirm which VCE Modern Language study you are enrolling in:

SECTION 1: STUDENT INFORMATION

VCAA Student number

Student surname

Student first name

Date of birth D D / M M / Y Y Y Y

STUDENT DECLARATION

Note: School refers to your home school not a specialised language school.

I declare that:

☐ I have **completed all of my schooling in Australia or I have accumulated less than seven years of education in a school where the language I am enrolling in was the main language of instruction.**

OR

☐ I have **accumulated seven or more years of education in a school where the language I am enrolling in was the main language of instruction.**

I declare that the length of time I have attended school where the language I am enrolling in was the main language of instruction is:

years **months** (if there was more than one period of attendance, please add these together. If none, record as 0 years, 0 months)

Student signature **Date** _____ / _____ / _____

SECTION 2: PRINCIPAL OR DELEGATE CERTIFICATION

Before completing this section, please refer to **Advice for the Certifying Principal** which is included in the VCE Modern Languages Information for Schools document available at the following link on the VCAA website: www.vcaa.vic.edu.au/administration/schooladministration/Pages/EnrolmentinVCEModernLanguages.aspx

To be completed by the principal or delegate of the home school for the student.

I certify that this student is a:

☐ **Second Language Learner** who has completed all of their schooling in Australia or who has accumulated less than seven years of education in a school where the language they are enrolling in was the main language of instruction.

OR

☐ **First Language Learner** who has accumulated seven or more years of education in a school where the language they are enrolling in was the main language of instruction.

Principal or delegate name

Principal or delegate signature **Date** _____ / _____ /_____

Home School

VCAA school number

Asessing School

VCAA school number

Why do students need to complete this declaration?

All students are required to complete this Declaration before enrolling in Units 3 and 4 of a VCE Modern Language study.

Schools then record the declared status of each student as either a First Language Learner or a Second Language Learner.

First and Second Language Learners follow the same curriculum and sit the same examinations.

For each applicable study, study scores will be calculated based on Second Language Learners. The outcomes from these calculations will then be applied to all students. This process maintains the rank order of all students within the study but ensures that the study scores of Second Language Learners are not impacted by First Language Learners.

For more information, go to www.vcaa.vic.edu.au/administration/schooladministration/Pages/EnrolmentinVCEModernLanguages.aspx

This declaration applies to the following VCE Modern Language studies:

Arabic, Armenian, Bengali, Bosnian, Chin Hakha, Croatian, Dutch, Filipino, French, German, Greek, Hebrew, Hindi, Hungarian, Italian, Karen, Khmer, Macedonian, Persian, Polish, Portuguese, Punjabi, Russian, Serbian, Sinhala, Spanish, Swedish, Tamil and Turkish.

This declaration does not apply to the following VCE Language Studies:

1. **VCE Second Language Studies** – Chinese Second Language, Chinese Second Language Advanced, Indonesian Second Language, Japanese Second Language, Korean Second Language and Vietnamese Second Language. For these studies, please complete the relevant **Application for enrolment in Second Language/Second Language Advanced Units 3 and 4** form.
2. **VCE Chinese Language, Culture and Society**. For this study, please complete the **Application for enrolment in Chinese Language, Culture and Society Units 3 and 4** form.
3. **VCE First Language Studies** – Chinese First Language, Indonesian First Language, Japanese First Language, Korean First Language and Vietnamese First Language. **No form is required for these studies**.
4. **VCE Classical Language Studies** – Classical Greek, Classical Hebrew and Latin. **No form is required for these studies**.
5. **Other Language Studies** – Auslan and Aboriginal Languages of Victoria. **No form is required for these studies**.

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