Last day for School Indicative External Assessment Grades for all 2023 VCE written exams and Extended Investigation Externally - assessed Task.

Schools are reminded that Indicative Grades for all written VCE examinations and Extended Investigation Externally-assessed Task (which include Languages combined Written and Oral and Scored VCE VET certificates) are due Monday 16 October 2023.

After this date Indicative Examination Grades cannot be accepted.

1. School Indicative External Assessment Grades (SIEAG)

* School Indicative External Assessment Grades for the October/November examinations including Language examinations are required by Monday 16 October 2023.
* Language Teachers will need to award a single grade for each student. This single grade ranging from A+ to E, UG or NA must be entered and will indicate the combined result for both the Oral and Written examination components.
* Schools offering scored VCE VET certificates are reminded that Indicative External Assessment Grades are also required for the November Examinations. A list of students may be produced using the menu STUDENT PROGRAM > VET Reports > Certificate Enrolment Lists and select ‘Valid Plan’.
* Information regarding School Indicative External Assessment Grades may be found in the VCE and VCAL Administrative Handbook 2023.

2. Result Input/Summary Sheets for Indicative External Assessment Grades

The RESULTS ADMIN > Indicative External Assessment Grades > Indicative External Assessment Grades Report and select SIAR 8 October/November Examinations can be used as:

* an Input sheet to give to teachers prior to the entry of the Indicative Examination Grades
* a Summary sheet after the Indicative External Assessment Grades have been entered on VASS for teachers to check
* a ‘Missing Results’ report.

3. Indicative External Assessment Grades Report – by School (Ranked)

The RESULTS ADMIN > Indicative External Assessment Grades > By School (Ranked) and select SIAR 8 VCE Examinations can be used:

* to check the results have been entered correctly and to review the rank order of Indicative Grade rankings for all studies; this is of major importance.

4. Entry of School Indicative External Assessment Grades

* The School Indicative External Assessment Grades are entered using the menu: RESULTS ADMIN > Indicative External Assessment Grades > Indicative External Assessment Grades. Select Unit 4. A letter grade ranging from A+ to E, UG or NA must be entered in the GA 3 column.
* To ensure that all the required Indicative External Assessment Grades have been entered, the Indicative Grades Report should be run with the Display Missing Results Only? parameter changed to [YES]. If there are no missing Indicative Examination Grades, the message No results matched the parameters you entered. Please try again will be displayed.
* It is essential, as part of the schools’ audit process, that the RESULTS ADMIN > Indicative External Assessment Grades > Indicative External Assessment Grades Report is produced for teachers to check after entry of the Indicative External Assessment Grades for Monday 16 October 2023

Any queries regarding Indicative External Assessment Grades should be directed to the Student Records and Results Unit on 9059 5257, 9084 8758 or email: [student.records@education.vic.gov.au](mailto:student.records@education.vic.gov.au).

Any queries related to VASS should be directed to the VASS Operations on 1800 623 681 or email: [vass.support@education.vic.gov.au](mailto:vass.support@education.vic.gov.au)