2023 Mid-year VCAL reporting

Important information before running VCAL mid-year reporting

The process is only for students completing their VCAL Intermediate certificate mid-year.

Enter available unit results including available VET units of competence on VASS no later than Friday 16 June:

* VCE unit results > are entered from Results Admin > VCE Results Entry > Modify unit results
* VCAL unit results are entered from Results Admin > VPC/VCAL Results Entry > By class or student
* VET Units of Competence/Modules are entered from Results Admin > VET Results Entry > by class − Unit of Competence or by student.

Run the VASS ‘Mid-Year Reporting’ function (**Results Admin > VPC/VCAL Reports > Mid-Year Reporting**) no later than Friday 16 June and check that all students that you expect to satisfy at mid-year have a status of ‘Pending’. Only those students listed as ‘Pending’ will receive a VCAL certificate and a Statement of Results in July 2023.

If there are students who are not on the list, but they are expected to satisfy the requirements at midyear, please check their entered results and amend where necessary. The VASS ‘Mid-Year Reporting’ function may be run as many times as necessary.

Once the report accurately lists the students the principal believes are eligible for certification, the report should be printed, endorsed, and filed at the school. The VCAA may require submission of this document at a later time.

The VASS ‘Mid-Year Reporting’ function is not available after Friday 16 June 2023.  Schools only need to run the report **if they are expecting students to satisfy the VCAL Intermediate level requirements at mid-year**.

Schools will receive all VCAL Certificates and Statement of Results via Australia Post in the first week of Term 3. These may be distributed to students at any time.

Students who receive a VCAL certificate at midyear will not receive another certificate (at the same level) at the end of the year. Please be aware that any student who sat the 2023 GAT will have their results issued at the end of the year with the December results release.