Last day to enter Unit 3 School-assessed Tasks: 17 July

The VCAA has provided schools with guidelines on the details of the Graded Assessment scores required to be entered in VASS. The document 2023 Data Entry – All Studies can be downloaded from VASS, SYSTEM ADMIN > Downloads.

Schools should verify that scores awarded for each Unit 3 School-assessed Task use the 2023 assessment structure as published in the appropriate VCE study design and/or VCE assessment guide.

Completion of VCE units without calculation of a study score

Schools are encouraged to support all students to undertake scored assessment. Scored assessment provides a more detailed record of student achievement and is the best way to maximise opportunities and pathways to further education and training.

The VCE does provide the flexibility to satisfactorily complete units without being assessed for levels of achievement in all or any graded assessments (two graded assessment scores are required to achieve a study score).

In some cases, where students are at risk of not completing or have other valid reasons for not undertaking scored assessment, a school may advise them to undertake one or more VCE units without being assessed for levels of achievement in those units or sitting examinations. All graded assessment will be entered as NA on VASS. In this case a study score will not be calculated for the study.

A Study Score is calculated using the student’s final scores for School-assessed Coursework, School-assessed Tasks, Externally-assessed Tasks and examinations for each study.

To receive a study score, students must achieve two or more graded assessments in the study and receive an S for both Units 3 and 4 in the same academic year, unless they have Interrupted Studies status and have met these requirements over two academic years

Schools are well placed to advise parents and students in individual cases where students may benefit from this option. It is important, however, that when students, with parental support, make the decision to complete a unit without a study score, schools remind them of the possible restriction this places on future pathways and that students fully understand the greater number of pathways available when scored assessment is completed.

If it is decided that a student will not undertake scored assessment in a VCE study this needs to be discussed, student counseled, and decision documented early in the academic year. This allows clear direction for the student, teacher and VASS Administrator when scores are required to be entered for School-based Assessment. This is especially important for studies that have combined Unit 3 and 4 graded assessments over the entire academic year; such as Applied Computing, Art, Dance, Drama, Mathematics, Media, Music, Product Design and Technology, Studio Arts, Systems Engineering, Theatre Studies and Visual Communication Design.

Producing Input Sheets, Summary and Missing Scores Reports

The report produced using the menu RESULTS ADMIN >VCE Reports > School Scores > By Class, can be used as:

* an input sheet for teachers to record their scores
* a summary sheet for teachers to check after entry of the scores
* a missing results report to check for any missing scores.

Entry of Unit 3 School-assessed Tasks

School-assessed Task scores are entered using the menu: RESULTS ADMIN > VCE Results Entry > Modify School Scores.

Schools are requested to enter a score for each student based on the following four possibilities:

* a score between one and the maximum
* a zero score
* NA (Not Assessed)
* blank

A zero score should only be given where the work was submitted but did not score against the assessment criteria.

NA (Not Assessed) should be given where the student did not submit any work for assessment or where the student has left school.

If a score is not available due to exceptional circumstances such as a delay in the assessment because of illness or a transferred student, the score should be left blank (this will avoid it being confused with an NA) and the Student Records and Results Unit notified of the circumstances.

Amendment of School-assessed Task Scores

VASS will not allow Unit 3 school scores to be entered or amended after Monday, 17 July.

The Score Amendment Sheet (RESULTS ADMIN > VCE Reports > School Scores > Amendment Sheet) must be used to request a change for any previously entered results after the due date – this includes blanks. Advice on this matter should be referred to the Student Records and Results Unit. Schools are advised that requests for score changes are subject to strict audit procedures.