

VASS guide: 2024 General Achievement Test (GAT)

Student Assessment Timetables,
Examination Centre Summary reports,
Special Examination Arrangements advice
slips and Summary reports

Authorised and published by the Victorian Curriculum and Assessment Authority
Level 7, 2 Lonsdale Street
Melbourne VIC 3000

ISBN: 978-1-xxxxxx-xx-x [email vcaa.media.publications@edumail.vic.gov.au for ISBN requests]

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Contents

Student GAT Assessment Timetables	1
Examination Centre Summary (Written) reports	2
Special Examination Arrangements – Advice slips and Summary reports	3
Emergency Special Examination Arrangements	4

Student GAT Assessment Timetables

Student Assessment Timetables for the 2024 General Achievement Test (GAT) are now available on VASS and must be distributed to all students.

Please note

2024 GAT Student Assessment Timetables printed before Monday 13 May must be discarded.

Do not produce the 2024 VCE Student Assessment Timetables for the October/November external assessment period (Cycle 8). Examination centres for this assessment period are not finalised.

Student Assessment Timetables are produced via VASS from the following menu:

STUDENT PROGRAM > VCE Reports > Student Examination/Assessment Timetables

You now have two report options; produce Student GAT Assessment Timetables for an individual or group of students.

To produce a GAT Assessment Timetable for all students or students within a Year Level/Form Group, select the second radio button.

For all students sitting the 2024 GAT at your school, select ALL from the dropdown menu for Year Level. For a particular group of students, choose Year Level and Form Group options as required.

In the dropdown menu for Cycle, select 4 – General Achievement Test (GAT)

For the Include Non Home School Students field, choose Yes to include all students from other schools who will sit the 2024 GAT at your school's examination centre/s.

Use the radio buttons to clarify the output/format you want in the report.

Click Run Student Examination / Assessment Timetables Report

To produce a GAT Assessment Timetable for an individual student, select the first radio button and enter the Student Number.

In the dropdown menu for Cycle, select 4 – General Achievement Test (GAT)

For the Include Non Home School Students field, choose Yes for a student from another school who will sit the 2024 GAT at your school's examination centre/s.

Use the radio buttons to clarify the output/format you want in the report.

Click Run Student Examination / Assessment Timetables Report

Examination Centre Summary (Written) reports

Examination Centre Summary (Written) reports for the 2024 GAT are now available on VASS.

The information provided in these reports summarises the 2024 GAT examination centre arrangements, including:

- the students from your school who will sit the 2024 GAT at your school's examination centre/s
- the students from your school who will sit the 2024 GAT at another school's examination centre/s
- the students from other schools who will sit the 2024 GAT at your school's examination centre/s

Please note

2024 GAT Examination Centre Summary (Written) reports printed before Monday 13 May must be discarded.

Do not produce the 2024 VCE Examination Centre Summary (Written) reports for the October/November external assessment period (Cycle 8). Examination centres for this assessment period are not finalised.

Examination Centre Summary (Written) reports are produced via VASS from the following menu: STUDENT PROGRAM > VCE Reports > Examination Centre Summary

In the dropdown menu for Cycle, choose 4 – General Achievement Test

In the dropdown menu for Study/GAT, you may choose one of three options:

- ALL For both Section A and B
- GAT1 Section A: Literacy and Numeracy
- GAT2 Section B: General Knowledge and Skills

For the Include Non Home School Students field, choose Yes for all students from other schools who will sit the 2024 GAT at your school's examination centre/s.

Use the radio buttons to clarify the output/format you want in the report.

Click Run Examination Centre Summary.

Special Examination Arrangements – Advice slips and Summary reports

Special Examination Arrangements advice slips and Summary reports for the 2024 GAT will be available progressively from Monday 13 May on VASS.

The school must print and give each student with approved Special Examination Arrangements the student copy of the Special Examination Arrangements advice slip.

The school must supply chief supervisors and all school personnel responsible for the conduct and administration of the 2024 GAT with both a school copy of the Special Examination Arrangements advice slips and the Special Examination Arrangements Summary report.

School personnel must ensure the Chief Supervisor and individual students clearly understand the approved Special Examination Arrangements. Discussions should take place between school personnel, chief supervisors, the student and approved supervisors, clarifiers, readers, scribes and interpreters.

If there is any uncertainty about the arrangements provided, schools should contact Special Provision immediately for clarification.

The following documents on Special Examination Arrangements are on VASS (SYSTEM ADMIN > Downloads) from Monday 13 May:

Special Provision – 2024 Guidelines for Special Examination Arrangements

Special Provision – 2024 Authorised materials for students with a vision impairment

Special Provision – 2024 Clarifier instructions for students who are deaf or hard of hearing

Special Provision – 2024 Clarifier instructions for students with a language disorder

Please note

2024 GAT Special Examination Arrangements advice slips and summary reports printed before Monday 13 May must be discarded.

Do not produce 2024 VCE Special Examination Arrangements advice slips and Summary reports for the October/November external assessment period (Cycle 8). Examination centres for this assessment period are not finalised.

Special Examination Arrangements advice slips are produced via VASS from the following menu: STUDENT PROGRAM > VCE Reports > Special Examination Arrangements > Advice Slips

You now have two report options; produce Special Examination Arrangements advice slips for all students sitting the 2024 GAT at your school with approved Special Examination Arrangements or to produce a Special Examination Arrangements advice slip for an individual student.

To produce Special Examination Arrangements advice slips for all students sitting the 2024 GAT at your school with approved Special Examination Arrangements, leave the Student Number field blank.

In the dropdown menu for Cycle, choose 4 – General Achievement Test (GAT)

VASS guide: 2024 General Achievement Test (GAT)

In the dropdown menu for Study/GAT, you may choose one of three options:

- ALL For both Section A and B
- GAT1 Section A: Literacy and Numeracy
- GAT2 Section B: General Knowledge and Skills

For the Include Non Home School Students field, choose Yes to include all students from other schools who will sit the 2024 GAT at your school's examination centre/s.

Use the radio buttons to clarify the output/format you want in the report.

Click Run Special Examination Arrangements Advice Slips.

To produce Special Examination Arrangements advice slips for an individual student, enter the Student Number.

In the dropdown menu for Cycle, choose 4 – General Achievement Test (GAT)

In the dropdown menu for Study/GAT, you may choose one of three options:

- ALL For both Section A and B
- GAT1 Section A: Literacy and Numeracy
- GAT2 Section B: General Knowledge and Skills

For the Include Non Home School Students field, choose Yes for a student from another school who will sit the 2024 GAT at your school's examination centre/s.

Use the radio buttons to clarify the output/format you want in the report.

Click Run Special Examination Arrangements Advice Slips.

Special Examination Arrangements Summary reports are produced via VASS from the following menu: STUDENT PROGRAM > VCE Reports > Special Examination Arrangements> Summary

To produce a Special Examination Arrangements Summary report for all students sitting the 2024 GAT at your school with approved Special Examination Arrangements, leave the Student Number field blank.

In the dropdown menu for Cycle, choose 4 – General Achievement Test (GAT)

In the dropdown menu for Study/GAT, you may choose one of three options:

- ALL For both Section A and B
- GAT1 Section A: Literacy and Numeracy
- GAT2 Section B: General Knowledge and Skills

For the Include Non Home School Students field, choose Yes to include all students from other schools who will sit the 2024 GAT at your school's examination centre/s.

Use the radio buttons to clarify the output/format you want in the report.

Click Run Special Examination Arrangements Summary.

Emergency Special Examination Arrangements

Schools may submit an **Application for Emergency Special Examination Arrangements** if a student experiences a sudden illness, accident or personal circumstance immediately before or during the 2024 GAT, available on VASS (SYSTEM ADMIN > Downloads) from Monday 3 June.

If the school's application for Emergency Special Examination Arrangements is for an illness or accident, the provided Health Professional Statement on page 2 completed by the student's primary treating health professional is preferred. A medical report which addresses the questions in the health professional statement may be sufficient. For matters relating to personal trauma, schools are recommended to contact Special Provision for advice. For more information, go to [Special examination arrangements for VCE external assessments](#)