VCE Extended Investigation: student and teacher declaration

Student declaration

[ ]  I declare that the work I have submitted for VCE Extended Investigation was produced solely by me.

[ ]  I am aware that I must not circulate or publish work that is being submitted for assessment in this study during the year of enrolment.

[ ]  I declare that the content used in my assessed work for this study is not being submitted for any other VCE assessments and has not been submitted previously in this or any other VCE study.

[ ]  I declare that I have acknowledged all resource materials. All unacknowledged work is my own.

[ ]  I have not included any identifying references to myself, my school or any students or staff from my school in my written report.

[ ]  I have produced my written report as a typed A4 document.

[ ]  I have used a 12-point type using a standard font such as Times New Roman or Arial and the document is one-and-a-half line spaced.

[ ]  My written report has been submitted online in electronic form as a .pdf file.

I declare that my word count is \_\_\_\_\_\_\_\_\_\_\_\_ words.

*The word limit for the written report is 4000 words with a 10 per cent tolerance.*

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| --- | --- |
| Included in the word count  | Not included in the word count |
| * Abstract
* Introduction, body, conclusion of report
* Quotations
 | * Title page
* Table of contents
* Acknowledgments
* Footnotes/in-text references
* Appendices (if applicable)
 | * Word count declaration
* Labels for charts, tables, graphs etc.
* Bibliography/reference list
 |

**Student name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VCAA Student Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Supervising teacher declaration

I declare, to the best of my knowledge, that the work submitted was produced solely by this student.

If I cannot declare that the work submitted for the VCE Extended Investigation was produced solely by the student, I must contact the VCAA prior to submitting the written report via email: vcaa.assessment.operations@education.vic.gov.au

**Teacher name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Has a plagiarism checker/detector been used by the school prior to submission? **Yes / No**

If **yes,** what software was used? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*The similarity/originality report produced by the plagiarism checker/detector is to be submitted with this declaration.*

1. This declaration must be submitted electronically to the VCAA as a separate pdf to the written report. Please ensure both sides of the declaration are included.
2. A copy of this declaration must be retained by the school and be available for audit purposes.