VCE Vocational Major Flexible Delivery Program 2025

Criteria and requirements

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Introduction

VCE VM studies can be delivered flexibly to meet the needs of students who may learn at different paces or transition into the VCE Vocational Major (VCE VM) during the academic year.

Providers must apply to the VCAA annually for permission to deliver VCE VM Units 3 and/or 4 on the Flexible Delivery Program (FDP). Providers do not need to apply for permission to deliver Units 1 and 2 via the FDP.

Further information about the FDP is available in the [*VCE Administrative Handbook*](https://www.vcaa.vic.edu.au/administration/vce-handbook/Pages/index.aspx) and on the VCAA website – see [About the VCE Vocational Major](https://www.vcaa.vic.edu.au/curriculum/vce/Pages/AboutVCEVocationalMajor.aspx).

Flexible delivery program options

Extended delivery

Providers can apply to deliver the VCE VM using Extended Delivery if they wish to deliver a single VCE VM Unit 3 or 4 commencing in Semester 1 2025 and continuing in one or more subsequent semesters.

Extended delivery can be used to accommodate students that require more than one semester to meet the outcomes of a VCE VM Unit 3 or 4.

Providers must re-apply at the beginning of each calendar year in which they wish to deliver VCE VM units via Extended Delivery, including where they are seeking to do so to accommodate the needs of one or more students who undertook VCE VM via Extended Delivery in a previous calendar year.

Students who commence a VCE VM unit after Friday 2 May 2025 cannot be enrolled via Extended Delivery. Instead, they will need to be enrolled via Mid-year Commencement.

**Applications close: Thursday 20 March 2025.**

Mid-year commencement

Providers can apply to deliver the VCE VM using Mid-year Commencement if they wish to deliver Unit 3 in Semester 2 2025 and Unit 4 in Semester 1 2026.

Mid-year commencement can be used to accommodate students who are commencing one or more VCE VM mid-year.

**Applications close: Thursday, 1 May 2025.**

Mid-year commencement with extended delivery

Providers can apply to deliver the VCE VM using Mid-year Commencement with Extended Delivery if they wish to deliver a single VCE VM Unit 3 or 4 commencing in Semester 2, 2025 and continuing in one or more subsequent semesters.

This option accommodates students that are commencing the VCE VM mid-year and require more than one semester to meet the outcomes of a VCE VM Unit 3 or 4.

**Applications close: Thursday, 1 May 2025.**

Concurrent delivery

Providers can deliver Units 3 and 4 concurrently across 2 semesters. without seeking permission from the VCAA unless they are seeking to commence doing so mid-year. In such cases, they must apply for Mid-year Commencement (see above).

Other requirements

VCE VM satisfactory completion requirements

To be eligible for the award of the VCE VM, students must meet the VCE VM mimimum requirements specified in the VCE Administrative Handbook. These requirements include completion of a minimum of four Unit 3–4 sequences, one of which must be in VCE VM Literacy or another study in the VCE English group.

VCE VM Units 3–4 sequences through the Flexible Delivery Program may be used to meet this requirement. This includes where:

* a Unit 3 or Unit 4 is completed over more than one semester, including over multiple calendar years
* a Units 3–4 sequence is commenced in Semester 2 and completed in Semester 1 of the following calendar year
* a Units 3–4 sequence is completed concurrently.

Students may satisfactorily complete the VCE VM and be certified mid-year.

Accelerated completion

Flexible delivery options cannot be used to enable accelerated completion of the VCE VM in less than 2 years.

Key dates\*

|  |  |  |
| --- | --- | --- |
| Year | Date | Description |
| 2025 | **Thursday 20 March** | **Extended Delivery Applications due to VCAA** |
| Thursday 3 April | Providers formally notified of Extended Delivery application outcome |
| **Thursday 1 May** | **Mid-year commencement, including Mid-year commencement with extended delivery, applications due to VCAA** |
| Thursday 4 June | Providers formally notified of Mid-year Commencement application outcome |
| Friday 2 May | Last Day for VCE VM Unit 3–4 sequence enrolmentsThis data must contain all 2025–26 VCE enrolment data that is known and available to schools. After this date, VASS will not allow schools to:* enter enrolments for VCE VM Units 3-4 sequences
* withdraw VCE VM Unit 3 enrolments
 |
| Monday, 18 August | Nominal commencement of academic year |
| 2026 | Monday, 12 January | Last day for Unit 4 withdrawalsAfter this date VASS will not allow schools to withdraw Unit 4 enrolments |
| Monday, 2 June | Results for all VCE Units due. |
| Monday, 12 June | Last day to amend student addresses, email addresses and consentsNominal end of academic year |
| Friday, 27 June | Results available to schools and studentsResults packages delivered to schools |

\*Dates are indicative, other than application closing dates.

Criteria

The VCAA will apply the following criteria in considering applications to deliver VCE VM units on the Flexible Delivery Program.

1. The applicant is a registered VCE provider with proven experience delivering VCE and/or vocational and applied learning

The provider must:

* be registered by the Victorian Registration and Qualifications Authority (VRQA) as a senior secondary education provider delivering the VCE in Victoria
* have proven experience in the delivery of VCE VM studies and/or the VCAL at Intermediate or Senior Level, generally indicated by at least three years of satisfactory delivery of studies
* be delivering a program that adheres to the requirements for VCE VM delivery as outlined in the [*VCE Administrative Handbook*](https://www.vcaa.vic.edu.au/administration/vce-handbook/Pages/index.aspx)
* be aware of the need to support special provision and coursework audit requirements.

Providers in the first year of delivering VCE VM are not eligible to apply for flexible delivery.

2. The provider has identified the accredited VCE VM units it intends to offer on the Flexible Delivery Program

Providers must:

* indicate the VCE VM units they intend to offer
* apply for the Flexible Delivery Program option they will use to deliver them
* outline why they are seeking to deliver the VCE VM units via the Flexible Delivery Program, including a rationale for offering VCE VM units on the Flexible Delivery Program (for example, predicted volume of mid-year enrolments in the VCE VM).

Providers should provide the anticipated number of student enrolments.

For flexible delivery of Units 3 and 4 of VCE VM studies, predicted student enrolment numbers are essential for VCAA administrative purposes.

Providers may only deliver unit/s of VCE VM studies that are within their current scope of delivery.

4. The provider has considered the requirements for satisfactory completion of the VCE

Providers must outline the learning program that enables students to be eligible to meet the satisfactory completion requirements of the VCE VM as outlined in the [*VCE Administrative Handbook*](https://www.vcaa.vic.edu.au/administration/vce-handbook/Pages/index.aspx)*.*

5. The provider has nominated a Flexible Delivery Program Coordinator and VASS coordinator

These roles may be undertaken by the provider’s current VCE and VASS coordinators.

The provider must have key contacts available to support administrative and external assessment processes associated with administration, teaching and assessment on the Flexible Delivery Program – see ‘Key Dates’ above.

6. Submission of application

Providers wishing to deliver unit/s of VCE VM studies on the Flexible Delivery Program must submit the online **Flexible Delivery Program 2025 Application** form, confirming that they are aware of the following specific requirements of delivering the VCE VM on a Flexible Delivery Program:

* the curriculum and assessment requirements of approved VCE VM units will be those that apply in the year of commencement
* students enrolled in Unit 4 in Semester 1 will be identified as eligible for the GAT in that calendar year
* VCE regulations and requirements (as outlined in the [*VCE Administrative Handbook*](https://www.vcaa.vic.edu.au/administration/vce-handbook/Pages/index.aspx)) apply when offering VCE VM units on the Flexible Delivery Program
* flexible delivery options **cannot** be used to enable accelerated completion of the VCE VM in less than 2 years
* the VCAA may periodically audit the provider’s delivery of VCE VM units on the Flexible Delivery Program and that the provider must comply with the requirements of this audit if selected.

Additionally, they must declare:

* they are able to provide student counselling, support and management processes for delivery of the applicable VCE VM units on the Flexible Delivery Program.
* they are able to provide resources to support delivery of the applicable VCE VM units on the Flexible Delivery Program.
* the Principal/Director is aware of and endorses this application.

 ***NB*** *The Principal/Director named within the application will be advised of the outcome of this application and may be contacted to confirm their endorsement of this application prior to approval.*

Duration of permission

Permission to deliver unit/s of VCE VM studies on the Flexible Delivery Program is only valid for the delivery periods specified in each application. Providers will be required to submit a fresh application each calendar year in which they wish to provide unit/s of VCE VM studies on the Flexible Delivery Program.

The VCAA has the power to suspend or withdraw a provider’s permission to deliver unit/s of VCE VM studies on the Flexible Delivery Program, under its responsibilities outlined in the Education and Training Reform Regulations 2017, Schedule 8, Clause 6 (3).

A determination to undertake this action would be a consequence of evidence that a provider is unable to satisfy the criteria for permission.

Enquiries

Enquiries about the Flexible Delivery Program may be submitted to: vcaa.applied.learning@education.vic.gov.au

Example scenarios

|  |  |  |
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| FDP Option  | Example scenario  | Application required? |
| Extended delivery  | Delivering VCE VM Literacy Unit 3 over Semesters 1 and 2 in the same calendar year  | Yes   |
| Delivering VCE VM Literacy Unit 2 over Semesters 1 and 2 in the same calendar year  | No  |
| Delivering VCE VM Literacy Units 3 and 4 concurrently across Semesters 1 and 2 in the same calendar year  | No  |
| Mid-year commencement  | Delivering VCE VM WRS Unit 3 in Semester 2 and Unit 4 in Semester 1 of the following calendar year   | Yes   |
| Delivering VCE VM WRS Unit 1 in Semester 2 and Unit 2 in Semester 1 of the following calendar year  | No  |
| Delivering VCE VM WRS Units 3 and 4 concurrently across Semester 2 and Semester 1 of the following calendar year  | Yes |
| Mid-year commencement with Extended Delivery  | Delivering VCE VM PDS Unit 4 over Semester 2 and Semester 1 of the following calendar year  | Yes   |
| Delivering VCE VM PDS Unit 2 over Semester 2 and Semester 1 of the following calendar year  | No  |