VICTORIAN CURRICULUM AND ASSESSMENT AUTHORITY

VICTORIA State Government

2026 General Achievement Test (GAT) centres

To be completed and returned by Thursday 5 March 2026 to vcaa.exam.logistics@education.vic.gov.au (Subject: GAT Centres 2026)

When completing your GAT centre details:

1. Provide the full name of the centre (for example, Smith Hall, library, gym, VCE Wing, Room 204).
2. You must complete and return the ***Approval to Transfer*** form if your school is making any of the following arrangements:
   - retaining the arrangements you had in 2025 with another school*
   - transferring any students to another school for either section A or sections A and B*

   Failure to complete and return the approval form will mean that the transfer will not occur in 2026.

   * For each school hosting your students an ***Approval to Transfer*** form must be completed.

COLLECTION NOTICE

The Victorian Curriculum and Assessment Authority (VCAA) is a statutory authority continued under the *Education and Training Reform Act 2006* (Vic). The VCAA collects the information requested in this form, which includes personal information as defined in section 3 of the *Privacy and Data Protection Act 2014* (Vic), for the purpose of facilitating your school's administration of Victorian Certificate of Education (VCE) external assessments. When an individual's personal information is provided to the VCAA by a third party, the VCAA requests that the individual is made aware their personal information will be or has been provided to the VCAA, the purpose for which it will be or was provided and to whom it will be or is likely to be disclosed. The personal information collected in this form will be disclosed to and used by relevant employees and/or contractors for and in connection with the abovementioned purpose. The personal information collected will not otherwise be used or disclosed by the VCAA, except with the consent of the individual, or if the VCAA is required or otherwise permitted by law to do so. If the requested information is not provided, it will mean that your school will not be able to administer VCE external assessments. An individual may request access to personal information the VCAA holds about them, if any, and request its correction if inaccurate. To do so, please contact Assessment Operations on (03) 9059 4141. The VCAA Privacy Policy can be found at **vcaa.vic.edu.au/footer/privacy-policy**

HOME SCHOOL DETAILS

VCAA School number ☐☐☐☐☐

School name

Contact person

Position

Telephone (☐☐) ☐☐☐☐☐☐☐☐ ☐☐☐☐☐☐☐☐☐☐

(Business hours) *(After hours – this will only be used in an emergency during assessment periods.)*

Mobile ☐☐☐☐☐☐☐☐☐☐

Email

Is this the first time your school will be conducting the GAT? ☐ **Yes*** ☐ **No**

***If YES, has your security set up been audited by the VCAA?** ☐ **Yes** ☐ **No+**

+If NO, please contact the Project Manager, Examinations Conduct and Administration at vcaa.exam.logistics@education.vic.gov.au

CENTRE DETAILS

One centre only will be created for the 2026 GAT per school. Provide the centre name for the main GAT Centre to be used at your school.

Schools may set up as many rooms/spaces as needed to accommodate all students required to sit the GAT.

Centre name

Principal's signature **Date** _____ / _____ / 2026