Year 12 PROGRAM
2010

INTRODUCTION
to
COURSE SELECTION
for
PARENTS AND STUDENTS

TO BE READ IN CONJUNCTION WITH

VICTER 2011
(The Victorian Tertiary Entrance Requirements Booklet)
Vision, Mission and Values Statement

Our Vision
The Academy of Mary Immaculate is a vibrant learning community grounded in the spirit and tradition of Mercy. At the Academy young women develop a strong sense of social justice within a culture of educational endeavour and individual empowerment.

Our Mission
The Academy of Mary Immaculate educates young women to develop knowledge, skills and attributes that will empower them as global citizens of the 21st Century. The College is faithful to the teachings of Jesus, the mission of the Catholic Church and the spiritual tradition of the Sisters of Mercy. We strive to form centered women who are resilient and who have a sense of social responsibility in the tradition of Mercy.

Centered women…
are women of integrity. Confident, passionate, and faith-filled, they give and command respect.

Resilient women…
experience joy and sorrow as part of life’s journey. They face the challenges of life with courage.

Mercy women…
possess a sense of social responsibility as caring and compassionate carriers of the Mercy tradition. Their spirituality leads them to live a faith-filled, active life of service to others.

Our Values
At the Academy we value

- the development of a spiritual identity within the Catholic context
- commitment to the charism of Catherine McAuley and the compassionate works of the Sisters of Mercy
- educational excellence that inspires and expands the mind
- understanding that learning is a lifelong journey
- personal commitment to social justice and educational opportunities for all
- respect for and openness to people of all cultural and religious backgrounds
- independence of spirit and connectedness to the wider community for the common good.
CHOOSING YOUR YEAR 12 PROGRAM

In selecting studies students should consider the following:

- Choice should depend upon your areas of interest and strengths.
- The requirements for satisfactory completion of the VCE or VCAL and the award of the relevant Certificate.
- The requirements of a well balanced education and qualifications necessary for a career.
- Your choice should take into account a realistic assessment of your abilities.
- It is important to consider how well you have coped with a study, or a related one in the past and check your motivation to continue.
- It is your responsibility to check the VICTER 2011 to become aware of the subject prerequisites for any tertiary course you may be interested in studying.
- Talk to your Subject Teachers, Homeroom Teacher, Level Co-ordinator, Director of Curriculum, Careers Consultant and take their comments or suggestions seriously.
- Discuss options and the proposed program thoroughly with your parents.

YOU HAVE TO MAKE SURE THAT:

- Your choice of subjects will enable you to fulfil the requirements of the Victorian Certificate of Education (VCE) or the requirements of the Victorian Certificate of Applied Learning (VCAL).
- You are aware that there is no upper limit to the number of years over which results may be accumulated for the award of the certificate;
- The program you choose suits your abilities and allows for realistic future options at tertiary level or for entry to the workforce.

SUBJECT QUOTAS AND SUBJECTS OFFERED

1. Quotas will apply in subjects where the number of students enrolling exceeds the number of available places. In such cases, acceptance will be decided on the basis of:
   (i) satisfactory completion of Year 11
   (ii) grades in related subjects.

2. The school reserves the right to withdraw any subject from the Curriculum if the number of students choosing to do that subject does not reach the minimum required.

3. Timetable constraints may also restrict a student's final subject selection.
RELIGIOUS EDUCATION AND PASTORAL CARE

Religious Education and Pastoral Care have an important place in the structure of student courses. As a Catholic Secondary College, we endeavour to promote the dignity of the human person and lead the student to an understanding of the gospel message and the teachings of the Catholic Church.

In accordance with the Catholic philosophy of the College all students in Year 12 must:

- take at least two units of Religious Education Studies in their Year 12 program
- participate in the parallel religious and spiritual development program offered at the College. This will include reflection days, and liturgical and faith development seminars.

UNITS OFFERED IN RELIGIOUS EDUCATION

- All students in Year 12 will study
  - VCE Religion and Society Unit 2 “Ethics and Morality”, OR
  - VCE Texts and Traditions Units 3 and 4.

Year 12 students who choose to undertake Units 3&4 “Texts and Traditions” ARE NOT required to study an extra Religion unit in that year. These students are expected to fully participate in the extra-curricula religious and spiritual development program offered at the College.

All Year 12 students ARE required to study a Religion subject.
VICTORIAN CERTIFICATE OF EDUCATION (VCE) PROGRAM

REQUIREMENTS FOR THE AWARD OF THE VCE CERTIFICATE

- Students expecting to complete their VCE in 2010 will still be required to satisfactorily complete the equivalent of 16 units, including 3 units from the English group and three pairs of units at 3&4 level other than English.

- The 16 units may include an unlimited number of units of Vocational Education and Training.

The VCE eligibility rules are independent of VTAC requirements for student eligibility for an ENTER. Any queries on the ENTER should be directed to VTAC.

In each unit of study, students must satisfactorily achieve the OUTCOMES as specified in the Study Design to gain credit for the unit. An Outcome is the specified skills and knowledge for each unit of study.

In addition all students must include in their course at least two units of a Religious study as outlined on previously.

Students normally complete the VCE in two years.

VCE students at Year 12 must choose 11 Units (10 if they choose “Texts and Traditions 3&4”)

Equivalent National Tertiary Entrance Rank (ENTER)

To indicate the level of achievement of VCE students, an ENTER is determined for each applicant who has completed at least four Unit 3&4 VCE Studies including English (or ESL), and who is completing at least one Unit 3&4 VCE Study in the current year.

The ENTER is based on School Assessed Coursework (SAC) scores and VCAA Examination scores for Unit 3&4 Studies.

In Mid-December, when VCE results are published, the Victorian Tertiary Admissions Committee (VTAC) will scale study scores to allow for the relative degrees of difficulty of various studies and the different levels of ability of cohorts of students.

VTAC will then sum the scaled scores for English, the applicant's best three other studies other than English and 10% of the scaled scores for the applicant's next two best studies. No more than six scaled study scores can be used.

An Equivalent National Tertiary Entrance Rank (ENTER) of all applicants will be derived from these scores.

VTAC will check that course prerequisites have been met using the criteria-based letter grades published by the Victorian Curriculum and Assessment Authority for each Assessment Task. All
prerequisites listed in the descriptions of individual courses refer to studies undertaken at Units 3 and 4 level, unless stated otherwise.

PROGRAM OPTIONS FOR VCE STUDENTS

1. VOCATIONAL EDUCATION AND TRAINING

Vocational Education and Training refers to enhanced senior school studies, which enable a secondary student to combine their VCE studies with vocational training

Features Of VET

- It is a two year program combining general VCE or VCAL studies and accredited vocational education and training.
- Enables students to complete a nationally recognized vocational qualification (e.g. Certificate II in Hospitality Operations) and the Victorian Certificate of Education (VCE) or the Victorian Certificate of Applied Learning (VCAL) at the same time.
- Allows a student to go directly into employment or receive credit towards further study.
- Focuses on students developing industry specific and workplace skills.
- It is a vocationally oriented school program designed to meet the needs of industry.

The provider of VET for the Academy of Mary Immaculate is the Inner Melbourne VET Cluster (IMVC). Students who participate in VET courses will attend classes at a local secondary college. The classes will be conducted on a Wednesday afternoon from approximately 1.45 to 5.45pm. Some VET courses will require vocational experience to be completed on a number of days during term holidays and/or on a number of nights over the year.

The Inner Melbourne VET Cluster (IMVC) offers a range of VET courses. For details on the VET courses available through the Inner Melbourne VET Cluster students are advised to collect an information booklet from Ms Christine Manolopoulos-Tzikas.

Costs for these programs range from about $350 to $500 over and above the normal school fees and cover all necessary IMVC fees and equipment costs.

VET courses are incorporated into the VCE or VCAL and are endorsed by the Victorian Curriculum and Assessment Authority. Over a two year period (Year 11 and 12) a student will be able to complete her VCE or VCAL and this Certificate course simultaneously.

Satisfactory completion of selected VCE units and the completion of Certificate Modules (topics) will contribute to the calculation of the Equivalent National Tertiary Entrance Rank (ENTER)

VET in schools offer students the opportunity to:

- Complete VCE or VCAL.
- Complete a VET in schools Certificate which is recognised by universities, TAFE institutes and industry.
- Undertake learning in the Workplace (Workplace arrangements are curriculum based, structured and assessed.).
- Contributes to the completion of Unit 3&4 Studies in VCE if the second year of study is undertaken as part of the Unit 3&4 program.
- Provide access to a range of potential career paths.
- Provide training and skill development for the achievement of competence in areas such as commercial cookery, front office management, housekeeping and food and beverage service.

**VET COURSES AVAILABLE THROUGH THE INNER MELBOURNE VET CLUSTER**

<table>
<thead>
<tr>
<th>Title</th>
<th>Venue</th>
<th>Program Time</th>
<th>Work Placement Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificate II in Hospitality</td>
<td>Princes Hill Secondary</td>
<td>Wednesday 1.45 – 5.45</td>
<td>40 hours each year</td>
</tr>
<tr>
<td>Certificate II in Community Recreation</td>
<td>Melbourne Girl’s College</td>
<td>Wednesday 1.45 – 4.45</td>
<td>40 hours</td>
</tr>
<tr>
<td>Certificate II in Community Services</td>
<td>University High School</td>
<td>Wednesday 1.45 – 4.45</td>
<td>160 hours over two years</td>
</tr>
<tr>
<td>Certificate III in Music Industry Performance</td>
<td>University High School</td>
<td>Wednesday 1.45 – 5.15</td>
<td>20 hours each year</td>
</tr>
<tr>
<td>Certificate III in Music Industry (Technical Production)</td>
<td>Swinburne Secondary College</td>
<td>Wednesday 1.45 – 5.15</td>
<td>20 hours each year</td>
</tr>
</tbody>
</table>

If you are interested in one of the above courses you must contact Ms Manolopoulos-Tzikas as promptly as possible.

Places in most VET programs are limited. You will need to obtain a special IMVC application form from Ms Christine Manolopoulos-Tzikas and this will need to be returned promptly. Please see Ms Christine Manolopoulos-Tzikas for VET handbook and other application details.
2. UNIVERSITY ENHANCEMENT STUDIES

The University of Melbourne, Monash University and Latrobe University offer students in Year 12 who have completed the appropriate Unit 3&4 Study sequences in Year 11 the opportunity to apply for admission to an Enhancement program. Students undertake a first year university subject whilst completing their VCE. Students who have been very successful in their Unit Three and Four Studies are eligible to apply to the University for admission to this program. These studies also contribute to the student's ENTER.

Students attend a centre designated by the University to complete their University Enhancement subjects. These classes are usually conducted after normal school hours.

Students interested in this program should consult with Mr Hyland or Ms Christine Manolopoulos-Tzikas. Application forms are available from Mr Hyland.

Please note not all studies are offered by the Universities and students must be able to fulfil the Universities entry requirements.

SELECTING A YEAR 12 (2010) COURSE OF STUDY

The majority of students will continue five of their Unit 1&2 studies into year 12. However, the situation does arise that a year 11 student decides not to continue with one or more courses of study undertaken in Year 11.

If a student wishes to attempt any other Unit 3 & 4 Study without first completing the Unit 1 and 2 Study, she must contact the relevant subject teachers and Mr Hyland.
THE VICTORIAN CERTIFICATE OF APPLIED LEARNING (VCAL)

The Victorian Certificate of Applied Learning (VCAL) is a 'hands on' option for students in Years 11 and 12.

Like the VCE, the VCAL is a recognised senior qualification. Unlike the VCE, which is widely used by students as a pathway to university, the VCAL focuses on 'hands on learning'. Students who do the VCAL are more likely to be interested in going on to training at TAFE, doing an apprenticeship, or getting a job after completing Year 12.

The VCAL's flexibility enables students to design a study program that suits their interests and learning needs. Students select the following four compulsory strands:

- VCAL Literacy and Numeracy Skills
- VCAL Work Related Skills
- VCAL Industry Specific Skills
- VCAL Personal Development Skills

With the help of the VCAL teachers and the Careers Consultant, students can develop learning programs that suit their particular learning needs and interests.

Religion and VCAL
Students studying the VCAL units are required to study one VCE Religion unit in year 11 and one VCE Religion unit in Year 12.

VET and VCAL
The VCAL learning program must include units from Vocational Education and Training (VET) programs or VCE VET. However, students are not required to focus on or complete any single VET certificate. For example, students can choose to undertake various modules or units from a range of VET certificates to meet the VCAL requirements, and gain experience in a range of vocational areas.

Work Related Skills
In order to develop 'employability' skills, VCAL requires students to undertake either a structured work placement or part-time apprenticeship/traineeship or part-time work. Students must also study units and modules that will help prepare them for work including occupational health and safety and job interview skills.

Students can gain recognition and credit for part-time work while enrolled in the VCAL. This work can include:

- part-time apprenticeship or traineeship.
- part-time work.
- work placements.
Personal Development Skills
As part of the VCAL learning program students must participate in community-based projects, voluntary work and/or structured activities that will help develop their self-confidence, teamwork skills and other skills important for life and work.

Assessment in VCAL
Students must successfully achieve each learning outcome in each unit or module of your VCAL program. Students are not required to achieve a specific grade to successfully complete any units or modules that count toward their VCAL. The VCE Religion and the VET units are assessed in accordance with their appropriate requirements.

VCAL and the General Achievement Test (GAT)
Students whose only enrolment consists of VCAL units are not required to sit the GAT. However, students can choose to sit the GAT if it is appropriate to their pathway into further education, training or employment.

A certificate and statement of results will be issued to students who successfully complete their VCAL.

VCAL Information Night
Students who are considering studying for the VCAL Certificate in 2010 will be invited to attend an Information Evening on August 19. This evening will provide specific details as to course delivery, VET and Work Experience. Information will also be provided as to the application procedures required for entry to the VCAL.

Students who considering study for the VCAL Certificate are still required to submit On Line Preferences for VCE Subjects with VCAL as ONE of their subject preferences. This may change in later negotiations as to the best course of study for individual students.
VCE ASSESSMENT

Units 1&2

Each VCE unit includes a set of two to four Outcomes. These Outcomes must be achieved for satisfactory completion of the unit. Achievement of the Outcomes is based on the teacher's assessment of the student's performance on assessment tasks designated for the unit.

OUTCOMES: are the key skills and knowledge that each student is expected to demonstrate in order to satisfactorily complete the study. They are specified in the study design.

In addition to the S or N relating to 'satisfactory completion' in the Semester 1 and 2 level units, the school will provide more comprehensive information to students and parents on the level of performance.

Units 3&4

All subjects will have both School Assessed Coursework (SACs) and Examinations or School Assessed Tasks (SATs) and Examinations.

School Assessed Coursework (SAC) comprises a number of assessment tasks used to assess the learning outcomes for the unit.

The scores from the SACs or SATs contribute to the overall score a student will achieve for that course of study. The scoring and weighting of the total grade varies from study to study.

Each unit of study at 3&4 level will have an examination(s) set and corrected by the VCAA. The performance on School Assessed Coursework, School Assessed Tasks and the VCAA examination(s) are used by tertiary institutions for selection purposes (ENTER).

General Achievement Test (GAT)

All students who undertake a VCE Unit 3&4 Study must sit the General Achievement Test. This is a general test encompassing Arts/Humanities, Mathematics/Science/Technology and Writing Skills. This is a three hour test and all students sit for it in the June examination period. Students who studied a VCE Unit 3&4 Study in 2009 will sit a GAT examination in both 2009 and 2010.

What are the uses of the GAT?

The VCAA uses the GAT scores as a basis for reviewing school assessments in the School Assessed Tasks, enhancing the statistical moderation of the School Assessed Coursework and for checking the accuracy of student scores in the examinations. Over the years, the VCAA have established that it is appropriate to use the GAT in this way.
AUTHENTICATION OF STUDENT WORK

At the commencement of the academic year, all students are required to sign a proforma attesting that all work submitted is original. Students must acknowledge all resources used in completing their work. This will include text and source material and the name(s), and status of the person(s) who provided assistance, and the type of assistance received. VCE regulations in regard to the authentication of work are contained in the VCE Administrative Handbook 2010 and are available to students in the College Handbook.

UNIVERSITY AND COLLEGE ENTRANCE REQUIREMENTS

Students are already aware of the need to check their choice of course against the entrance requirements of particular courses in which they may be interested.

The major relevant publication is VICER 2011 published by the Victorian Tertiary Admissions Centre. Each student should already have a copy of this document from the newspaper supplement of July, 2009. The booklet is also available for reference purposes for the college library (IRC) and on the VTAC website www.vtac.edu.au.

THE COLLEGE WILL ENDEAVOUR TO INFORM STUDENTS ADEQUATELY ABOUT THESE MATTERS, HOWEVER, ULTIMATELY IT IS THE INDIVIDUAL STUDENT'S RESPONSIBILITY TO SEE THAT AN APPROPRIATE COURSE CHOICE HAS BEEN MADE.

You are encouraged to seek assistance regarding tertiary and College entrance requirements from the Students' Careers Consultant – Ms Christine Manolopoulos-Tzikas and the Director of Curriculum – Mr Mark Hyland.
THE SUBJECT SELECTION PROCESS

1. On-Line Submission Of VCE Subject Selections.

All Year 11 students will receive a URL address for the On Line Subject Preferences and an individual Log In and Password.

The students will ONLY enter their Year 12 (2010) Studies. The Students have until midnight Saturday August 22 to enter their preferences.

The First Preference MUST be the student’s Religion Study (either VCE Religion and Society Unit 2 “Ethics and Morality” or VCE Texts and Traditions Unit 3&4).

The Second Preference MUST be the student’s English Study (either VCE English Unit 3&4 or VCE English Language Unit 3&4).

The next four Preferences (or three Preferences in the case of a student who selects VCE Texts and Traditions Unit 3&4) are the Studies the student would like to comprise her Year 12 Course. These MUST be entered in order of preferred choice with Preference Three indicating the student’s most desired subject choice.

All students MUST enter two emergency preferences. In the event of a subject clash, the timetabler will allocate the student to the highest placed preference.

When students have entered their On Line Subject Preferences for the last time, they must print a Subject Preference Receipt.

This Subject Preference Receipt must be signed by both the student and a parent.

As well, students are to complete the relevant ‘Sample Subject Selection Form’ (a copy can be found at the end of this booklet). In this form you are asked to nominate two ‘emergency’ preferences. These emergency preferences will be used by the timetabler in the case of a subject clash or in the case of a decision by the College not to run a subject.

Year 11 (2009) students are required to submit ON Line Subject Preferences by midnight Saturday August 22. Year 11 students are required to submit their signed Subject Preference Receipts and a copy of their “Sample Selection Form Year 12 2010” to their Homeroom Teacher on Monday, August 24.

TERM 3
The Director of Curriculum will interview and counsel any student who is not able to be offered a subject from her On Line Subject Preferences.

TERM 4
All students will receive final confirmation of their subject enrolment and a booklist for 2010 in Term 4.
SOURCES OF FURTHER INFORMATION

You are able to obtain further information about the studies and units described form various people at school who have been responsible for writing the descriptions and constructing courses for Units One, Two, Three and Four. They are:

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>UNITS</th>
<th>CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>RELIGIOUS EDUCATION</td>
<td>Religion and Society</td>
<td>Ms Andrea Luscombe</td>
</tr>
<tr>
<td></td>
<td>Texts and Traditions</td>
<td></td>
</tr>
<tr>
<td>VISUAL ARTS</td>
<td>Art</td>
<td>Mr Martin McInerney</td>
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<td></td>
<td>Visual Communication and Design</td>
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<td></td>
<td>Studio Arts</td>
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<tr>
<td>ENGLISH</td>
<td>English/ESL</td>
<td>Mr Kilian McNamara</td>
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<td></td>
<td>English Language</td>
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<td></td>
<td>Literature</td>
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<tr>
<td>HEALTH SCIENCES</td>
<td>Physical Education</td>
<td>Ms Tyrell Harding</td>
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<td>Psychology</td>
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<td></td>
<td>Health and Human Development</td>
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<tr>
<td>LOTE</td>
<td>French</td>
<td>Ms Gail Grove</td>
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<td>Italian</td>
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<td></td>
<td>Japanese</td>
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<td>MATHEMATICS</td>
<td>Mathematical Methods</td>
<td>Mr Craig Tellefson</td>
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<td>Further Mathematics</td>
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<td></td>
<td>Specialist Mathematics</td>
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<td>PERFORMING ARTS</td>
<td>Music Solo Performance</td>
<td>Mr Allan Hessey</td>
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<td>Drama</td>
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<tr>
<td>SCIENCE</td>
<td>Biology</td>
<td>Ms Natalina Ambrosini</td>
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<td>Physics</td>
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<td>HUMANITIES</td>
<td>History</td>
<td>Mr Alan Tomassini</td>
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<td>Business Management</td>
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<td>Legal Studies</td>
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<td>International Politics</td>
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<td>TECHNOLOGY</td>
<td>Food and Technology</td>
<td>Ms Vicky Rowe</td>
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<td>IT Applications</td>
<td>Mr Frank Bonavia</td>
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<tr>
<td>VET</td>
<td>Inner Melbourne VET Cluster</td>
<td>Ms Christine Manolopoulos-</td>
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<tr>
<td></td>
<td>courses</td>
<td>Tzikas / Mr Mark Hyland</td>
</tr>
</tbody>
</table>

Information about the expectations of VCE may be obtained from:

Director of Curriculum .................. Mr Mark Hyland
Careers Consultant ..................... Ms Christine Manolopoulos-Tzikas
Student Welfare .......................... Ms Giovina Costantini
Year 10 Coordinator ..................... Ms Karen Fogarty
Year 11 Coordinator ..................... Mr Angelo De Cata
Year 12 Coordinator ..................... Ms Mara Brunato
# SAMPLE SELECTION FORM: YEAR 12 2010

Name: ______________________________________________________________

Homeroom: ____________________________________________________________

<table>
<thead>
<tr>
<th>Year 11 (2009) List the Subjects you studied these year</th>
<th>Year 12 (2010) NB You will ONLY enter Year 12 (2010) preferences into the On Line Subject Preferences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preference One (This MUST be a Study of Religion)</td>
<td></td>
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<tr>
<td>Preference Two (This MUST be a Study of English)</td>
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<tr>
<td>Preference Three</td>
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<td>Preference Four</td>
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<td>Preference Five</td>
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<td>Preference Six</td>
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<tr>
<td>Emergency Preferences (All Students Must Include Both Emergency Preferences)</td>
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<tr>
<td>Emergency Preference One</td>
<td></td>
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<tr>
<td>Emergency Preference Two</td>
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A copy of this completed form must be submitted to the Home Room Teacher on Aug 24.