Subject Selection Handbook

for Year 10 students entering into Year 11 in 2018
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INTRODUCTION

The following pages present information on the subject offerings for Year 11 studies at Northside Christian College. A general overview of each subject is presented on the College website to enable you, the parent/s or guardians, to work with your child in deciding which subjects suit them best.

The following diagram indicates what students should consider when choosing subjects.

Interests, aptitudes, achievements & career goals

OP vs OP ineligible pathway

Prerequisites

Subjects you will do well in

Bonus schemes

Field Positions
Students in Queensland are issued with a Senior Education Profile upon completion of Year 12. Included in this profile could be one or more of the following Certificates:

- Queensland Certificate of Education (QCE) for eligible students (see Appendix)
- Queensland Certificate of Individual Achievement (QCIA) for eligible students (not used at Northside Christian College)
- Senior Statement
- Tertiary Entrance Statement for eligible students (if OP eligible).

Students are not required to pass any subjects to receive a Senior Statement, including English and/or Mathematics. A pass in an English or a Mathematics subject is in the student’s best interests and is required to receive the Queensland Certificate of Education (QCE).

Students need to choose at least five QCAA Authority subjects in order to be eligible for an Overall Position (OP) for tertiary entrance, and to study a minimum of 3 subjects over all 4 semesters to be eligible for the QCE.

A Senior Statement is a transcript of the learning account for all students completing Year 12 at a Queensland school. It shows all studies and the results achieved that may contribute to the award of a QCE. It is derived from the students QCAA Learning Account.

The Tertiary Entrance Statement shows the eligible student’s Overall Position (OP) and Field Positions (FPs). Rankings are used to determine eligibility for admission for tertiary courses.

Note:

- If a student has a Senior Statement, then they have satisfied the completion requirements for Year 12 in Queensland.
- If a student has a Tertiary Entrance Statement, then they are eligible to apply to study at any university or tertiary provider in Australia or overseas, provided their OP is sufficient.

Universities and TAFEs, usually through QTAC, decide on admission to their courses using the data included on the Tertiary Entrance Statement (OPs and FPs) and on the Senior Statement (the meeting of any mandatory, prerequisite requirements).

The Selection Rank is not determined by the Queensland Curriculum and Assessment Authority but by the Queensland Tertiary Admissions Centre (QTAC). It does not appear on the Senior Statement, but students may obtain a record of it from the QTAC website after December 22 free-of-charge, or at a later date for a substantial fee. (The Selection Rank may not be acknowledged by inter-state tertiary institutions.)
SUBJECT SELECTION INTRODUCTION

QUEENSLAND CORE SKILLS (QCS) TEST

This is a statewide test held over two consecutive days in third term of Year 12. It is a test based on 49 common elements in the Queensland senior curriculum. It consists of four papers using three modes of response:

- extended writing
- multiple choice
- short response

All students who wish to be eligible for an OP must sit the QCS Test.

Students not eligible for an OP can choose whether or not they sit for the test. Students that sit the QCS Test and achieve a "C" grade or better, may improve their Selection Rank for tertiary course entrance.

Sitting the Core Skills Test can in no way reduce an OP ineligible student’s rank.

OP ineligible students’ QCS results only impact their own Ranks.

OP student’s QCS results impact each of their subject groups and their entire OP-eligible cohort.

The test generates individual results recorded on a five point scale A (highest) to E (lowest). This result will be recorded on a student’s Senior Statement.
SELECTING SUBJECTS

All subjects are based on the Queensland Curriculum and Assessment Authority (QCAA) Syllabuses and will qualify for inclusion on the student’s Senior Statement. Some subjects are offered as Vocational Education Certificates and will also appear on the Senior Statement.

Subjects follow a two-year course through Years 11 and 12. Six subjects constitute a full study load at Northside Christian College. The pattern of movement between subjects during that course will be negotiated, as explained later in this booklet. Subject changes can affect a student’s OP and QCE eligibility, so must be considered carefully, following consultation between the student, parents, teachers, the Careers Officer, the Vocational Education Coordinator, the Director of Teaching and Learning, or other Senior School staff.

Guiding Principles in Subject Selection

The important guiding principle is that students put themselves in a realistic and thoroughly considered position, through the subject selection process, so that they are in a place where they are most likely to experience success – whether that be through a Vocational Pathway or an OP-Pathway. Students and parents are encouraged to treat the initial selections as the wisest choices for their chosen pathway.

In choosing a course of study, a student will need to:

- determine exactly what their goal is in terms of each subject selected (perhaps just expanding their exposure through asking other students or teachers what a senior subject involves)
- research to discover the possible paths to that goal from what they have achieved academically through into Year 10 (This is accomplished through a term of intensive career focus and the development of a Senior Education and Training (SET) plan.)
- talk to people who know and can give good and tried advice in accordance with their expertise, including Careers Officer, Vocational Education Coordinator and your parents
- examine each path in the light of his/her abilities, personality, finances, timetable and commitment level
- list the positives and negatives of each path – (including the risks if an inappropriate pathway is selected or the motivation to work is not present)
- prayerfully decide on which path seems right.

SUBJECT OFFERINGS

<table>
<thead>
<tr>
<th>Years 11 - 12</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core Subjects</strong></td>
</tr>
<tr>
<td>Christian Foundations (1 lesson)</td>
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<tr>
<td><strong>Electives</strong></td>
</tr>
<tr>
<td>English or</td>
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<tr>
<td>English Communication #</td>
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<td>and</td>
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<tr>
<td>Mathematics A or</td>
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<tr>
<td>Mathematics B or</td>
</tr>
<tr>
<td>Pre Vocational Mathematics #</td>
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<tr>
<td>and</td>
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<tr>
<td><strong>Choose 4 from:</strong></td>
</tr>
<tr>
<td>Accounting</td>
</tr>
<tr>
<td>Ancient History</td>
</tr>
<tr>
<td>Biology</td>
</tr>
<tr>
<td>Business Management</td>
</tr>
<tr>
<td>Chemistry</td>
</tr>
<tr>
<td>Certificate III in Children’s Services CHC30113 #</td>
</tr>
<tr>
<td>Certificate III in Visual Arts CUV30111#</td>
</tr>
<tr>
<td>Choose 4 from (contd):</td>
</tr>
<tr>
<td>Certificate II in Engineering Pathways</td>
</tr>
<tr>
<td>Drama</td>
</tr>
<tr>
<td>Film, Television and New Media</td>
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<tr>
<td>French</td>
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<tr>
<td>Graphics</td>
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<tr>
<td>Home Economics</td>
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<tr>
<td>Information Technology Systems</td>
</tr>
<tr>
<td>Japanese</td>
</tr>
<tr>
<td>Legal Studies</td>
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<tr>
<td>Mathematics C</td>
</tr>
<tr>
<td>Modern History</td>
</tr>
<tr>
<td>Music</td>
</tr>
<tr>
<td>Music Extension (2 semesters in Yr 12 only)</td>
</tr>
<tr>
<td>Physical Education</td>
</tr>
<tr>
<td>Physics</td>
</tr>
<tr>
<td>Recreation #</td>
</tr>
<tr>
<td>Study of Society</td>
</tr>
<tr>
<td>Visual Art</td>
</tr>
</tbody>
</table>

# Denotes non-OP courses of study
SCHOOL GUIDELINES TO TYPES OF SUBJECTS

Queensland Curriculum and Assessment Authority Subjects

QCAA subjects fall into two categories:

1. Authority Subjects used to determine an Overall Position (OP: 1 to 25 - where 1 is the highest).
2. Authority Registered Subjects which DO NOT contribute to an OP, but may be used here as a contribution to a Selection Rank (1-99 – where 99 is the highest).

All subjects are recorded on the student’s Senior Statement with an Exit Level of Achievement (LOA). Only Authority subjects will be used to contribute to an OP generated by the QCAA. All students must sit the QCS test to be OP eligible. The student’s performance in the best 20 semester units of study will automatically contribute to the OP. Authority and/or Authority Registered Subjects can both be used to contribute to a Selection Rank, generated by QTAC.

Entry to tertiary institutions is available through BOTH OP and Selection Rank Pathways, on an equal footing. However, prerequisite courses of study or assumed knowledge for destination tertiary course should be carefully considered as provided in QTAC guides. This is a Queensland Government commitment in recognising the convergence of general and vocational education. The student may not be able to use QTAC’s Selection Rank for interstate Tertiary Entrance within Australia (subject to QTAC publication).

There are four categories of subjects for Years 11 and 12.

1. **AUTHORITY SUBJECTS**
2. **AUTHORITY-REGISTERED SUBJECTS** (Subject Area Specifications)
3. **RECOGNISED STUDIES**
4. **STAND ALONE VET** (a sub-set of Recognised Studies) – in-school and Outside Providers of courses for merit (e.g. Certificate III in Early Childhood Education and Care)

*(Note:* Music Extension only counts for 2 units in Year 12, and can only be studied across 2 semesters if all 4 semesters of the ‘mother’ subject, Music, have been completed.)*

Students must determine any **PREREQUISITES** required for intended tertiary courses of study. These can be determined by consulting the QTAC pre-requisite handbook given out to Year 10 students mid-year, by directly consulting with the destination institution, or going to the Queensland Tertiary Admissions Website (QTAC) ([www.qtac.edu.au/](http://www.qtac.edu.au/)) and conducting a course search.

These prerequisites may be:

- QCAA subjects requiring a passing grade over 4 semesters
- Artistic folios / photographic/ movie production
- Performing Arts – an accredited collection outlining involvement in performing arts activities to be followed by audition
- Fashion – folio of work
  (Students should start to build these as early as possible. Often these interviews, auditions or performance entry requirements come up for Year 12 students in September – November, much earlier than the QTAC course achievement process.)
- UMAT exam
What is an Authority Subject?

An Authority subject is one for which the QCAA has approved a syllabus and a school’s work program and the standards of assessment are moderated, and can contribute to a student’s Overall Position (OP) and Field Positions (FPs).

The minimum amount of timetabled school contact time to be devoted to the study and assessment of each Authority subject is 55 hours per semester.

There are QCAA syllabuses in over 50 subjects at the senior secondary level. (Most should be completed internally, but some may be completed externally via QCAA-run external exams held towards the end of Year 12. Nominations need to be made early in Year 12. More information may be obtained by contacting the Director of Teaching and Learning or visiting the QCAA web-site). Be aware, however, that if the student requires a paid tutor, the cost may be the same as Distance Education.

Students may study subjects not offered at Northside at the Brisbane School of Distance Education, but should be aware that these subjects have a substantial cost associated with them.

Please read carefully our Agreement on the use of Outside Providers in this handbook.

Each school selects from the Authority subjects according to the needs and preferences of the students, faculty skills and resources available in the school. Northside Christian College offers a very good curriculum breadth to students entering Year 11.

A full list of Authority subjects is available from the QCAA web-site www.qcaa.qld.edu.au – (top drop-down menus – Years 10-12).

What are Subject Area Specifications (SASs)?

Non-OP subjects (Authority Registered) are derived from Study Area Specifications (SASs). The school writes a Study Plan from the specification produced by the QCAA and submits the plan to the QCAA for approval. These subjects may contain Vocational Education components and must be studied for a minimum of 55 hours each semester e.g. Pre-Vocational Maths, English Communication and Recreation Studies.

SAS subjects cannot contribute to a student’s OP, but contributes to their Selection Rank. This is an alternate tertiary entrance score calculated by QTAC, and can be used for entrance into Queensland tertiary institutions, and is pre-dominantly used for students who pursue the Vocational Education pathway. It still contributes to the awarding of a QCE.

Many SAS subjects are specifically intended to provide an alternate pathway into employment or further study. You should contact the College’s Careers Officer or Vocational Education Coordinator for more information about Authority-registered subjects and Vocational Pathways into post-secondary studies.

What are Recognised Studies?

Recognised studies are areas of learning, including vocational education and training (VET) competencies and qualifications, as well as a number of subjects provided by external providers (eg. AMEB, Trinity Music, etc.) These can contribute to an automatically attributed Selection Rank from QTAC. (Students may, therefore, receive both an OP and a Selection Rank at the end of Year 12.) Either of these may be used for Tertiary Entrance. The better of the two is used for tertiary entrance. Each is an equally valid tertiary entrance score, provided the course prerequisites have been met.

Whilst all of the above are classified by the QCAA as Recognised Studies, there are a host of other recognised studies, which may not contribute to any tertiary entrance score, but are eligible for entry into the students Learning Account for credit towards the Queensland Certificate of Education. A complete list is available on the QCAA website (refer to http://www.qcaa.qld.edu.au/589.html).

The QCAA’s procedures for the moderation of standards of achievement do not apply to results in these Recognised Studies. The Provider of the Recognised Study qualification is responsible for obtaining the student’s LUI (Learner Unique Identifier) number and providing all information on student achievements to the QCAA soon after completion of the qualification’s requirements. It is the Student’s obligation to check their Learning Account to ensure that the recognised study has been entered by the Provider for credit (see Appendix – Refer to Northside’s Agreement on Outside Providers’ Policy).
SCHOOL GUIDELINES TO TYPES OF SUBJECTS (contd)

Presently, the most frequently identified Recorded Subjects which attract a QTAC-awarded Selection Rank in addition to the OP or other Selection Ranks (and can be recorded on the student’s Senior Statement) include:

- Certificate III VET studies or Higher
- AMEB, Trinity Music, Royal Academy of Dance, Australian College of Music, Australian Guild of Music and Speech studies or exams completed successfully. QTAC have indicated that from 2014 onwards specific grades in theory are also required to be completed depending on the level that the student has achieved. There are other qualifications which can be checked through contacting the Student Services.
- Please ensure that you read, consent to and sign NCC’s Outside Provider Agreement in this handbook.

What is a Stand-Alone VET Subject?

These are Vocational Education Certificates offered either within the College by College staff trained to deliver the school-based VET course, or through a College teacher using an External Provider’s coursework. Other students opt to do VET subjects outside of the College’s offerings, through TAFE or other organisations that they can access within their school program. For every VET qualification where the College does not act as the Provider, it is the Outside Provider’s responsibility to provide the correct information for the student’s achievement to the QCAA. The College has no control over this process. This is why it is vital that students check their Learning Accounts to ensure that Outside Providers are supplying correct and up-to-date information to the QCAA. (These must supply data to QCAA by November each year.)

It is the student’s duty to seek advice from the College if the Outside Provider is not complying with the QCAA’s or the Department of Education and Training’s guidelines. It is also wise for students, when lodging applications to QTAC for tertiary entrance, to send copies of results that can attract a Selection Rank to QTAC as a back-up measure. Once again it is imperative that you are familiar with Northside Christian College’s Agreement on Outside Providers in this handbook.

WHAT ARE FIELD POSITIONS?
(extract from QCAA website)

The Student Profile System, following the recommendations of the Viviani Report in 1990, requires students to gain credits in specified Field Positions as determined by Tertiary Institutions. Field Positions relate to areas of study within the curriculum, such as the Sciences, the Humanities, the Arts. No student will be eligible in all five Field Positions. Their eligibility for a Field Position relates to the subject mix they choose.

Field Positions (FPs) are additional rank orders that supplement an OP. The term “field” refers to areas of emphasis in the senior curriculum. FPs are used by tertiary institutions to help differentiate between students with the same OP, for example when the number of eligible applicants exceeds the number of places for a course. A student may receive up to five FPs, depending on their subject choices. FPs are reported in 10 bands, from one (the highest) to 10 (the lowest) in the following fields:

- Field A – extended written expression involving complex analysis and synthesis of ideas
- Field B – short written communication involving reading, comprehension and expression in English or a foreign language
- Field C – basic numeracy involving simple calculations and graphical and tabular interpretation
- Field D – solving complex problems involving mathematical symbols and abstractions
- Field E – substantial practical performance involving physical or creative arts or expressive skills.

QTAC used these in 2015 in 1% of tertiary admissions and only in a few of the competitive courses of study eg. Medicine.

Field Positions C and D carry the heaviest value. See Year 10 QTAC Preferences Guide: “Tertiary Prerequisites” – use of Field Positions.

If prerequisite subjects for desired courses are carefully selected, the FPs should automatically follow. Please select subjects for Year 11 carefully, as any change may affect Field Positions.
SUBJECT SELECTION INTRODUCTION

SUBJECT CHANGES

Course Structures and Advice on Subject Selection

Each subject, whether Authority, Authority-Registered or a VET Certificate course at Northside Christian College is designed to be a two-year, four-semester course of study.

We strongly recommend students select subjects that they:

a) require as prerequisites for specific Tertiary Courses
b) have met school-based prerequisites for entry into that subject in Year 11
c) enjoy and have already had successful outcomes in the senior subject
d) feel will be of benefit to them in their future study or career.

Where a student is uncertain as to career aspirations, balanced selection across several curriculum areas is recommended. Narrowing to one curriculum area (e.g. the Arts) may become restrictive.

The College recommends that the student’s subject choices should be broad and cover at least three Field Positions. This generally provides a good guide to go by in choosing subject spread.

College Curriculum Offerings

Students choose from the range of courses available at this school for Year 11 and 12. From these choices the school will develop subject lines in the construction of a timetable. Human and physical resources are finite and therefore, the College reserves the right to withdraw subjects from offering prior to the commencement of Year 11 if there are insufficient numbers of students to be economically viable, or to offer subjects as composite classes (ie. Year 11s & 12s together in the same class) in accordance with QCAA syllabus provisions.

Subject Changes

In Senior School, subjects may only be changed in the final few weeks of the previous term or in the first 5 days students are back in each term.

In Year 11, students may only change subjects at the end of each semester in order to maintain their OP and/or QCE eligibility points. Students must arrange changes via Student Services by the end of Terms 2 and 4 or no later than the first week of Terms 1 and 3. Subject changes in Year 12 are usually not advisable as students are typically required to complete all of the Year 12 assessment work to qualify for an exit result in most subjects.

Students must bring a parental letter of permission and their old subject’s text books to Student Services before the change can proceed. These rules exclude new students or students who have made arrangements in the previous year in Term 4. The cost schedule for subject changes is available from the Student Services Office.
If a student wants to pursue a subject not offered by the College, they can do this in a number of ways. The first is by a school of distance education in the State, the most often used being Brisbane School of Distance Education. The second means is to study the requirements for the external examination syllabus under a tutor, and sit one day of testing towards the end of Year 12.

Distance Education

The Brisbane School of Distance Education (BSDE) at www.brisbanesde.eq.edu.au. The students programs are initiated and paid for by the parent/s and then facilities are organised by the Careers Officer.

The charges each year exceed $1200 depending on the Year Level and type of subjects being offered and are annually linked to the consumer price index as they rise. Please contact the Brisbane or other schools of distance education for information on subject offerings, modes of study, student requirements, etc. If you choose to take up a subject with the school of Distance Education, please alert the Careers Officer so that he can be aware of your child’s needs. Please refer to the Outside Provider Agreement in this handbook in order to understand the College’s position on such outside providers of courses of study.

External Exams

The Queensland Curriculum and Assessment Authority also makes provision for students who wish to sit exams externally towards their Senior Statement. Any student intending to sit for an External exam at the end of Year 12 should begin preparing through Year 11. Their parent/s or guardians need to organise a tutor, if required, and prepare for the exam in their own time. Information on the subjects available for end of Year 12 external exams is available on the QCAA’s website (http://www.qcaa.qld.edu.au/assessment/senior/see).

At the start of Year 11, the student or their parents should contact the Director of Teaching and Learning indicating that their student intends on sitting an external exam at the end of Year 12. The Director of Teaching and Learning will initiate a nomination form for the student. Once the QCAA has approved the nomination, a detailed form will need to be completed and charges will apply.

The exams are held from September to November in the student’s graduating year. These are run by the QCAA, so the student’s results may be included in their OP calculation and recorded on their Senior Statement. The student sits for the exams at the end of the year at examination centres allocated on specific days and times around Brisbane. This provides a good opportunity, particularly, for EAL students who are strong in their first language to improve their OP.

Students cannot elect to do an exam externally unless the school does not offer that subject or the students wants to study as a 7th subject.
USEFUL INTERNET SITES FOR CAREER PLANNING

There are many Internet sites that can help you with your career planning. Below is a selection that you might find useful. Many of these sites have links to other helpful sites.

**CURRICULUM & CERTIFICATION**
Queensland Curriculum and Assessment Authority Homepage
www.qcaa.qld.edu.au

**CAREER QUESTIONNAIRES**
Australian Careers
Jobsearch.gov.au (Click on ‘Careers’ then ‘Career Quiz’)
Myfuture (My Guide) - www.myfuture.edu.au
QCAA Student Connect - www.studentconnect.qcaa.qld.edu.au
(also login for QCE Learning Account)

**CAREER PLANNING**
University Life
Careers Online (click on ‘Start here’/’Job seeker’s workshop’)
www.careersonline.com.au
Course finder

**FINANCIAL ASSISTANCE**
Human Services (formerly Centrelink)
Youth Allowance Guide

**GUIDE FOR STUDENTS WITH DISABILITIES – SOME TERTIARY EXAMPLES**
Griffith University
Queensland University of Technology
http://www.qut.edu.au/about/equity/our-services
The University of Queensland - www.uq.edu.au/student-services/disability

**JOB SEARCH**
Career one - www.careerone.com.au
Defence Forces - www.defence.gov.au
(check ‘Careers/Personnel’)

**OCCUPATIONAL INFORMATION**
Australian Careers - jobsearch.gov.au/
(click on ‘Careers’)
Online (Click on ‘Start here’/’World of career information’)
Myfuture - www.myfuture.edu.au

**QUEENSLAND EDUCATION SITES**
Education Queensland - www.education.qld.gov.au
Queensland Curriculum and Assessment Authority - www.qcaa.qld.edu.au
Queensland Tertiary Admissions Centre - www.qtac.edu.au

**TRAINING & COURSE SEARCH SITES**
Department of Employment & Training - www.trainandemploy.qld.gov.au
New Apprenticeships Centres - www.australianapprenticeships.gov.au

**WORKING CONDITIONS**
Employment rights – https://www.facebook.com/Young-Workers-Advisory-Service-102858549798136/info/?tab=overview
SPECIFIC OCCUPATIONS
Accounting
Architecture - www.architecture.com.au
Construction Industry - www.constructmycareer.com.au
Defence Jobs - www.defencejobs.gov.au
 http://www.electricianeducation.com/career/electrical_careers.htm
Engineering and Manufacturing -
 http://www.engineersaustralia.org.au/For-Individuals/Graduate-Engineer/Graduate-Career-Services
Film & TV Industry - www.screenaustralia.gov.au/ (Click FAQs)
Information Technology -
Marine Science –
http://www.marinecareers.net/
Mining (Click on ‘For schools’) www.qrc.org.au (click on ‘Careers’)
Nursing - http://www.thinknursing.com/
Queensland Police -
www.police.qld.gov.au/join/
Recreation industry -
Retail - http://www.nra.net.au/
Rural - www.ruralskills.com.au (click on ‘On Track’)

TERTIARY INSTITUTIONS
Australian Catholic University -
www.acu.edu.au
Australian Defence Force Academy -
www.defence.gov.au/adfa/
Australian Maritime College -
www.amc.edu.au
Bond University - www.bond.edu.au
Central Queensland University -
www.cqu.edu.au
Christian Heritage College –
http://www.chc.edu.au/
Endeavour College of Natural Health -
http://www.endeavour.edu.au/
Griffith University - www.griffith.edu.au
James Cook University - www.jcu.edu.au
QANTM - www.sae.edu.au/
Open Learning Australia -
www.open.edu.au/
Open Learning Institute of TAFE -
www.openlearning.tafe.qld.gov.au
Queensland Agricultural Training Colleges -
www.gatc.edu.au/Pages/default.aspx
Queensland University of Technology -
www.qut.edu.au
Queensland Institute of Business & Technology - www.griffith.edu.au/college
Southern Cross University -
www.scu.edu.au
The University of New England -
www.une.edu.au
The University of Queensland -
www.uq.edu.au
University of the Sunshine Coast -
www.usc.edu.au
University of Southern Queensland -
www.usq.edu.au
TAFE Queensland - www.tafeqld.edu.au
Certificates and statements

Upon completion of Year 12, Queensland students receive a Senior Education Profile, which may contain any combination of the following certificates and statements.

- **Senior Statement** — provided to all students who complete Year 12. It shows all studies and results that may contribute to a QCE or a Tertiary Entrance Statement.

- **Queensland Certificate of Education (QCE)** — awarded to eligible students who achieve a significant amount of learning to a set standard and in a set pattern, while also meeting literacy and numeracy requirements.

- **Tertiary Entrance Statement** — awarded to eligible students. It shows a student’s Overall Position (OP) and Field Positions (FPs) for admission to tertiary courses.

- **Queensland Certificate of Individual Achievement (QCIA)** — awarded to eligible students with impairments or difficulties in learning who have completed an individualised learning program.

Find out more
Visit the QCAA website at [www.qcaa.qld.edu.au](http://www.qcaa.qld.edu.au), or telephone (07) 3864 0299.
The Queensland Certificate of Education (QCE) is Queensland's senior school-based qualification. It is awarded to eligible students when they complete the senior phase of learning, usually at the end of Year 12.

The qualification is internationally recognised and offers flexibility in what is learnt, as well as where and when learning occurs. This allows students to tailor their senior pathway to suit their interests and support their future goals. The QCE is achievable for students. It recognises a broad range of learning, including senior school subjects, vocational education and training (VET), workplace and community learning, and university subjects undertaken while at school.

How the QCE works

To be awarded a QCE, students need to demonstrate a significant amount of learning, to a set standard and in a set pattern, while meeting literacy and numeracy requirements. Achievements in different types of learning attract different credit values, with credit being assigned when a minimum standard of achievement is reached. Students must have at least 20 credits in the required pattern and have met the literacy and numeracy requirements to be awarded a QCE.

Students who do not achieve a QCE at the end of Year 12 can continue to work towards one for up to seven years after leaving school through the completion of additional learning, such as VET courses, traineeships or recognised workplace programs. Once eligible, the Queensland Curriculum and Assessment Authority (QCAA) will award the student a QCE, together with a Statement of Results, in the following July or December.

Courses of study

A wide variety of courses of study may contribute towards the QCE. These are organised into four categories:

- **Core courses** are usually undertaken by students during the senior phase of learning and include Authority and Authority-registered subjects. A minimum of 12 credits must come from completed Core courses of study, with at least one of these from studies completed at school.

- **Preparatory courses** are generally used as stepping stones to further study or training. They include VET certificate I qualifications, employment skills development programs, recognised re-engagement programs, recognised certificates and awards, and literacy or numeracy short courses developed by the QCAA. A maximum of 6 credits from preparatory courses can count towards the QCE.

- **Enrichment courses** provide students with opportunities to develop their skills and knowledge at a higher level. These include recognised certificates and awards, structured workplace or community-based learning programs, learning projects, accredited VET courses, and some Authority extension subjects and non-QCAA school based courses. A maximum of 8 credits from enrichment courses can count towards the QCE.

- **Advanced courses** go beyond the scope and depth of typical senior secondary schooling and include university courses and diploma or advanced diploma programs undertaken while at school. A maximum of 8 credits from advanced courses can count towards the QCE.

Planning for a QCE

QCE planning starts in Year 10, when students develop a Senior Education and Training (SET) Plan. The SET Plan helps students structure their learning around their abilities, interests and ambitions. The plan is agreed between the student, their parents/carers and the school, and maps out what, where and how a student will study during their senior phase of learning. The SET Plan should be developed by the end of Year 10, updated as necessary, and regularly reviewed to monitor progress.

Student learning accounts

Schools are required to register students with the QCAA. When a student is registered — usually in Year 10 — a learning account is created for them. The student's learning account records their school subject enrolments and the results of any completed studies, which contribute to the QCE. These details are provided by the school and/or other learning provider/s.

Students are given a LUI (learner unique identifier) and a password for their learning account, which they can access any time via the Student Connect website at www.studentconnect.qcaa.qld.edu.au. To help students remember their log in details, the QCAA supplies schools with learning account cards on which students can record their LUI and password.
Senior Education Profile

Students in Queensland are issued with a Senior Education Profile when they complete Year 12. All students receive a Senior Statement. Eligible students also receive a Queensland Certificate of Education (QCE) and/or a Tertiary Entrance Statement, or a Queensland Certificate of Individual Achievement (QCIA). Students who continue to study towards a QCE after completing Year 12 will receive a Statement of Results when they become eligible for a QCE.

Queensland Certificate of Education
The QCE is Queensland’s senior schooling qualification. It is awarded to eligible students when they complete the senior phase of learning, usually at the end of Year 12. To be awarded a QCE, students need to complete a significant amount of learning, at a set standard and in a set pattern, and fulfil literacy and numeracy requirements.

Tertiary Entrance Statement
The Tertiary Entrance Statement shows an eligible student’s OP (Overall Position) and FPs (Field Positions). An OP indicates a student’s rank, based on overall achievement in Authority subjects. The student must study at least three of these subjects for all four semesters and sit the Queensland Core Skills (QCS) Test. FPs indicate a student's rank based on overall achievements in Authority subjects in up to five fields (areas of study that emphasise particular knowledge and skills). FPs are calculated only for OP-eligible students.

Senior Statement
All students who finish Year 12 will receive a Senior Statement, regardless of whether they have met the requirements for the award of a QCE. This statement is a transcript of the learning account that records all contributing studies and results achieved.

Queensland Certificate of Individual Achievement
The QCIA recognises the achievements of students who undertake individualised learning programs. To be eligible, students must have impairments or difficulties in learning that are not primarily due to socioeconomic, cultural or linguistic factors.

Statement of Results
If a student leaves school or completes Year 12 without achieving a QCE, they can add to their learning account for up to seven years after leaving school. Once they become eligible, the QCAA will issue a QCE and a Statement of Results. The Statement of Results shows all contributing studies and the results achieved and, if applicable, a student’s QCS Test result.
Working towards a QCE

About the QCE

The Queensland Certificate of Education (QCE) is Queensland’s senior schooling qualification.
- The QCE is awarded to eligible students — usually at the end of Year 12.
- Students can still work towards a QCE after Year 12 or if they leave school.
- Learning options are grouped into four categories (see opposite).
- The QCE offers flexibility in what, where and when learning occurs.

How the QCE works

To achieve a QCE a student needs 20 credits in a set pattern.
- At least 12 credits must come from completed Core courses.
- Additional 8 credits can come from a combination of any courses.
- Students must achieve a Sound, Pass or equivalent to receive QCE credits.
- Literacy and numeracy requirements must be met (see opposite).

Planning a QCE pathway

QCE planning usually starts in Year 10.
- A Senior Education and Training (SET) Plan is developed to map a student’s future education and/or employment goals and their QCE pathway.
- Learning options include senior school subjects, vocational education and training, apprenticeships and traineeships, university subjects completed while at school, recognised workplace learning, certificates and awards.
- Students choose their own QCE pathway — there are hundreds of possible course combinations.
- Students can plan their QCE pathway and track their progress towards a QCE in their learning account on the Student Connect website at www.studentconnect.qcaa.qld.edu.au

For more information

There are a number of ways a student can gain a QCE.

The QCE Handbook provides information about:
- credit for partial completion of courses of study
- credit transfer for intrastate, interstate and overseas transfers
- conceded semesters for subjects exited at a Limited Achievement
- student learning accounts
- relaxation of completed Core requirements
- notional Sound in a subject for meeting literacy and numeracy requirements
- recognised studies.

Visit www.qcaa.qld.edu.au for a copy of the handbook

Learning options and credit values

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE courses: usually undertaken by students in the senior phase of learning</td>
<td>At least 12 credits are needed. At least 1 credit undertaken while enrolled at a school.</td>
</tr>
<tr>
<td>Authority or Authority-registered subjects</td>
<td>Per course (4 semesters)</td>
</tr>
<tr>
<td>Per Course</td>
<td>4</td>
</tr>
<tr>
<td>Subjects assessed by a Senior External Examination</td>
<td>(Max. of 2 qualifications can count)</td>
</tr>
<tr>
<td>Certificate II</td>
<td>2 or 3</td>
</tr>
<tr>
<td>VET Certificate II, III or IV qualifications (includes school-based traineeships)</td>
<td>Certificate III, IV</td>
</tr>
<tr>
<td>Certificate II &amp; IV</td>
<td>5, 6, 7 or 8</td>
</tr>
<tr>
<td>School-based apprenticeships that incorporate on-the-job training</td>
<td>Certificate III competencies</td>
</tr>
<tr>
<td>On-the-job component</td>
<td>Up to 2</td>
</tr>
<tr>
<td>Recognised international learning programs</td>
<td>Per course</td>
</tr>
<tr>
<td>Per Course</td>
<td>4</td>
</tr>
<tr>
<td>PREPARATORY courses: generally used as stepping stones to further study</td>
<td>A maximum of 6 credits can contribute.</td>
</tr>
<tr>
<td>VET Certificate I qualifications</td>
<td>(Max. of 1 program can count)</td>
</tr>
<tr>
<td>Employment skills development programs approved under the VETE Act 2000</td>
<td>(Max. of 1 program can count)</td>
</tr>
<tr>
<td>Re-engagement programs</td>
<td>2</td>
</tr>
<tr>
<td>Recognised certificates and awards</td>
<td>As accredited by QCAA</td>
</tr>
<tr>
<td>Short course in literacy or short course in numeracy developed by the QCAA</td>
<td>Per course</td>
</tr>
<tr>
<td>Per Course</td>
<td>1</td>
</tr>
<tr>
<td>ENRICHMENT courses: add value or complement Core courses of study</td>
<td>A maximum of 8 credits can contribute.</td>
</tr>
<tr>
<td>Recognised certificates and awards</td>
<td>As accredited by QCAA</td>
</tr>
<tr>
<td>Recognised structured workplace or community-based learning programs</td>
<td>As accredited by QCAA</td>
</tr>
<tr>
<td>Learning projects — workplace, community, self-directed</td>
<td>1</td>
</tr>
<tr>
<td>Authority extension subjects, such as English Extension</td>
<td>2</td>
</tr>
<tr>
<td>Career development: A short course senior syllabus</td>
<td>1</td>
</tr>
<tr>
<td>School-based subjects</td>
<td>As accredited by QCAA</td>
</tr>
<tr>
<td>SCHOOL-based subjects</td>
<td>As accredited by QCAA</td>
</tr>
<tr>
<td>SCHOOL-based apprenticeships</td>
<td>Certificate III competencies</td>
</tr>
<tr>
<td>Up to 8 credits (1 credit per competency)</td>
<td></td>
</tr>
<tr>
<td>Recognised certificates and awards</td>
<td>As accredited by QCAA</td>
</tr>
<tr>
<td>ADVANCED courses: go beyond senior secondary schooling</td>
<td>A maximum of 8 credits can contribute.</td>
</tr>
<tr>
<td>One or two-semester university subjects completed while enrolled at a school</td>
<td>One-semester subject</td>
</tr>
<tr>
<td>Two-semester subject</td>
<td>2</td>
</tr>
<tr>
<td>Two-semester subject</td>
<td>4</td>
</tr>
<tr>
<td>Units of Competency contributing to VET diplomas or advanced diplomas while enrolled at a school</td>
<td>Up to 8 credits</td>
</tr>
<tr>
<td>Recognised certificates and awards</td>
<td>As accredited by QCAA</td>
</tr>
</tbody>
</table>

Literacy and numeracy requirements

The QCE offers students a range of options to satisfy the literacy and numeracy requirements, including:
- at least a Sound Achievement in one semester of a QCAA-developed English and Mathematics subject
- at least a Sound Achievement in QCAA-developed short courses in literacy and numeracy
- a Pass grade in a literacy and numeracy course recognised by the QCAA
- at least a C on the Queensland Core Skills (QCS) Test
- at least a 4 for an International Baccalaureate examination in English and Mathematics
- completion of FSK20113 Certificate II in Skills for Work and Vocational Pathways
- completion of a VET course in Core Skills for Employment and Training — Communication, i.e. 39282QLD (Certificate I) or 39283QLD (Certificate II)
- completion of a VET course in Core Skills for Employment and Training – Numeracy, i.e. 39288QLD (Certificate I) or 39289QLD (Certificate II)
Northside Christian College is compliant with the requirements of the Queensland Curriculum and Assessment Authority (QCAA), follows the curriculum directions of the Australian Curriculum Assessment and Reporting Authority (ACARA) and is a member school of Independent Schools Queensland (ISQ). The College is also a Registered Training Organisation (RTO) for some Vocational Education Training (VET) Certificates.

Curriculum offerings follow either the Australian Curriculum or studies approved by the QCAA. Currently, the QCAA issues senior syllabuses and other Overall Position (OP) subjects and non-OP (subject area specific) subjects. These are offered where there are viable numbers of students wanting to undertake the courses on offer. Northside provides a small number of VET Certificate programs within our RTO status.

For those students who elect to study a subject outside of the curriculum on offer, the College may endeavour to link them with a choice of external educational Providers. Parents may undertake their own research to select a course of study with an Outside Provider. Dependent on the course of study chosen, the College may elect to facilitate the student’s learning through reasonable provision, but does not take ownership of the student’s learning within the external program or the provision of final results. Any ensuing contract is primarily between the parent/s and student and the Outside Provider, not the College.

Such offerings may include the following:

- Schools of Distance Education based in Queensland
- TAFE College and Institutes
- Private Providers of VET or other qualifications
- University provided programs for schools
- School-based Apprenticeships and Traineeships with trade businesses or other business organisations
- QCAA External Exams and any tutoring engaged in preparation for these
- Musical, Dance or other Artistic graded performances which may be included on the student’s Senior Statement or attract a Selection Rank through the Queensland Tertiary Admissions Centre (QTAC)
- The Trade Training Centre

Each parent/student will be responsible for:

- Making full and direct up-front payments to the Provider
  Some exceptions apply and must be clarified with the VET Coordinator before proceeding.

- Contacting their Provider and maintaining ongoing correspondence
  It is the student’s duty to check his/her learning account ensuring that the competencies are located in their learning accounts by mid-November each year. Please note that Providers may enter results at different junctures in the course. If the required information does not appear in the student’s Learning Account, the Provider should be contacted immediately.
Each parent/student will be responsible for: (cont)

- Providing the student’s Learner Unique Identifier (LUI) (available from Student Services) to the Outside Provider
  
  The Provider is legislated to pass on the student’s outcomes to the QCAA. It is not within the College’s jurisdiction to pass such information on;

- Taking steps in the year of subject selection for the following year.
  
  Any Outside Providers need to be listed as part of the student’s subject selection by the due date set by the College, even if the Provider cannot, at that point, provide a definite placement.

Please be aware that study with an Outside Provider will not provide grounds for a reduction of College tuition fees.

Please sign the following statement to indicate that you have read and understood the conditions of the Outside Provider Agreement.

It is a requirement that The Agreement must be returned prior to the commencement of any program.

Student: _______________________________ Year Level: _____________________

Program: __________________________________________________________________

Outside Provider: __________________________________________________________________

I recognise that by undertaking a program with an Outside Provider that, whilst Northside Christian College may facilitate my learning with this Provider ...

- the College is neither responsible for the learning process nor provision of any final result or paperwork awarded on completion of the course of study

- College tuition fees are not reduced.

Student Signature: _______________________________ Date: _____________________

Parent Name: _______________________________

Parent’s Signature: _______________________________ Date: _____________________

Please sign and return the agreement to Secondary Student Services.