



ACT
Government
Education and Training

COLLEGESGUIDE

2013



COLLEGESGUIDE

2013

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DIRECTOR-GENERAL'S MESSAGE

Dear student

Welcome to the Colleges Guide 2013, a publication designed to assist you in choosing subjects and programs of study in years 11-12.

Starting college is an exciting time in your education but it can also be a little daunting as you select a program of study for the next two years. This guide provides an overview of the excellent programs and exciting opportunities offered by our public colleges.

ACT senior secondary colleges are highly regarded for the innovative opportunities they offer students through academic, cultural, vocational, and sporting programs. The college environment is enriching and rewarding and will help you to prepare for life beyond school.

Our colleges are committed to providing you with learning pathways that will give you access to the many opportunities available in the post school world. As a student, you will be supported by dedicated and knowledgeable teachers who will work with you to develop a program that will help you shape your future.

I hope the information provided will help you make the important decisions that will guide your move to college and future education, training and work.

I wish you every success as you embark on the next chapter of your studies.

Diane Joseph

A/g Director-General

PURPOSE OF THE GUIDE

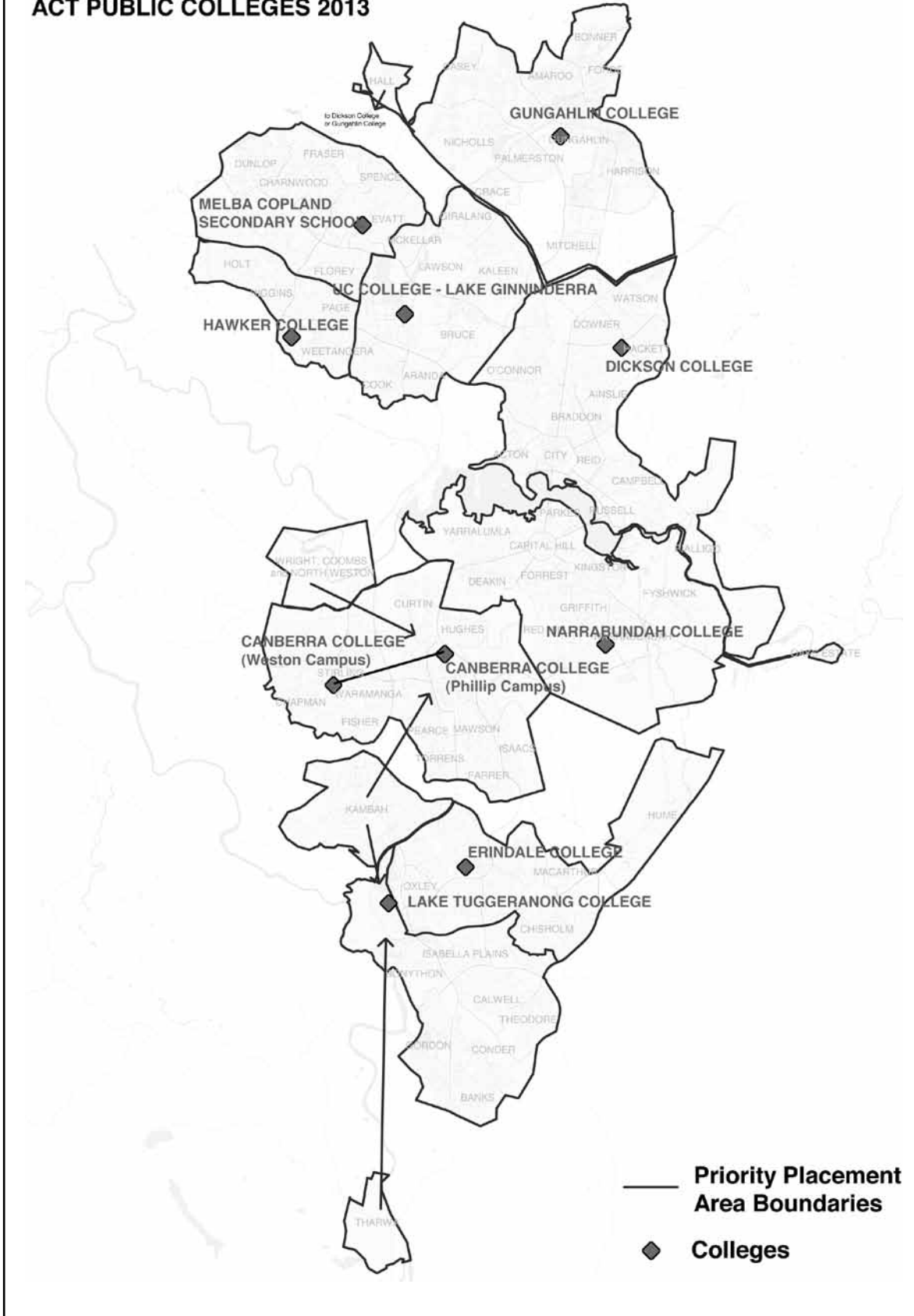
The *Colleges Guide 2013* is for students who are in year 10 in 2012, and who are considering their options for senior secondary education (years 11-12) in 2013-2014.

The Guide provides summary information about each of the colleges and the senior secondary system. Each college has listed the courses that it expects to offer in 2013 but colleges reserve the right to vary the programs offered.

This printed guide and the online version of the guide located at www.det.act.gov.au provides the best information available at the time of publication. As course accreditations, course adoptions and other decisions about college curriculum happen overtime, there may be changes that are not listed in the handbook.

Students should confirm the course options available with the college.

**PRIORITY PLACEMENT AREAS (PPA)
ACT PUBLIC COLLEGES 2013**



CANBERRA COLLEGE



WELCOME FROM THE PRINCIPAL

Canberra College has a strong performance culture in the academic, cultural and sporting arenas. Our expectations of students' academic performance are high and their opportunities to excel are enhanced by a broad curriculum, including the International Baccalaureate Diploma, state of the art facilities and a staff of excellent specialist teachers. We cater for the full academic range of students and seek to set them on the pathway to achieving their individual goals.

Just as important as our curriculum in the development of our students, are the college values of respect, natural justice, individuality, honesty and equality. As a community, we keep these at the forefront of our operations as guiding principles in our daily interactions. Our student community is highly diverse in terms of academic interests, cultural and ethnic background and intercultural understanding.

Our main campus at Phillip is conveniently located near the Woden shopping complex and government offices, providing ease of access for students from all areas of Canberra and NSW. An annex at Stirling offers the national award winning program CC Cares for young pregnant and parenting students.

SPECIAL PROGRAMS include:

International Baccalaureate (IB) Diploma Program

This is an internationally recognised program which leads to the award of an IB Diploma at the end of year 12 in addition to the ACT Year 12 Certificate. The development of students as global citizens and critical thinkers who are committed to improving society are key elements of the diploma. The program provides a high level intellectual challenge for students.

Futures Program

The Futures Program delivers a specialised education program to students identified by the Education and Training Directorate as having a special need. Students are supported to develop pathways to supported employment agencies for transition to post school options. All students undertake vocational education and training, including work placements and work training.

CC Cares

The CC Cares Program is designed to provide alternative, individualised programs for young people, enabling Year 12 Certification to equip them for a better future. CC Cares also provides the necessary support in addressing the needs and responsibilities of young carers and parents to enable them to succeed in education, and to set and attain personal goals. The college is a registered Playgroup and provide on-site free child minding, fortnightly health checks from a Community Nurse and a raft of other educational and social experiences.

Sports Academy

This program caters for competitors, coaches and officials in a range of sports who have the talent, commitment and desire to develop their performance and have a strong commitment in the community to their sport. Entry to the program is by application. Students spend 70% to 80% of their course time competing in, and training for, their chosen sport either with the college or with a local club.

John Stenhouse

Principal

THE CANBERRA COLLEGE Courses offered for 2013

Accounting (A/T)
Active Volunteering (C)
Automotive Technology (A)
Behavioural Science (A/T)
Big Picture Education (A)
Biology (A/T)
Business Administration (A/V)
Business Studies (A/T)
Chemistry (T)
Chinese:
 Beginning (T), Intermediate (T),
 Continuing (T), Advanced (ETTL) (T)
Commerce (A/T)
Community Learning Humanities (A)
Community Learning Technology (A)
Contemporary English (A)
Dance (A/T)
Design & Graphics (A/T)
Drama (A/T)
Economics (T)
English (A/T)
ESL (A/T)
Fashion Design and Textiles (A/T)
Food for Life (A)
Food Science and Management (T)
French:
 Beginning (T), Intermediate (T)
 Continuing (T), Advanced (T)
Furniture Construction (A)
Geography (A/T)
German:
 Beginning (T), Intermediate (T),
 Continuing (T), Advanced (T)
History (A/T)
Horticulture (A)
Hospitality (A/V)
Human Movement (A/T)
Information Technology (A/T/V)

Italian:
 Beginning (T), Intermediate (T),
 Continuing (T)
Japanese:
 Beginning (A/T), Intermediate (T),
 Continuing (T), Advanced (T)
Legal Studies (A/T)
Mathematics:
 Mathematics General (A)
 Contemporary Mathematics (A)
 Mathematical Applications (T)
 Maths for Living (A)
 Mathematical Methods (T)
 Specialist Mathematics (T)
Media (A/T)
Metal Technology (A)
Music (A/T):
 Advanced Music (T)
 Music Industry (A/C)
Outdoor Education (A)
Photography (A/T)
Physical Education (A)
Physics (T)
Production for Live Theatre (A/V)
Psychology (A/T)
Social and Community Work (A/V)
Sociology (A/T)
Sports Science (A/T)
Sports Development (A)
Sports Studies (A/T)
Theory of Knowledge (T)
Tourism (A/V)
Visual Art (A/T)
Work Education (A/V)
Wood Technology (A)
Workshop Technology (A)

THE CANBERRA COLLEGE



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DICKSON COLLEGE



WELCOME FROM THE PRINCIPAL

Dickson College is committed to providing a supportive, innovative and educationally rich learning environment. Together we work to develop informed, vibrant, creative and confident global citizens.

Situated in the inner north close to the heart of the city, universities, the parliamentary triangle, the Australian War Memorial and many other national institutions, Dickson College maintains a wonderful blend of tradition and innovation.

FEATURES

- Quality education
- Safe and caring environment
- School wide focus on well-being
- Strong partnerships with local primary and high schools
- Effective pastoral care programs with community based mentors
- Tradition of academic excellence with outstanding results
- Innovative Arts programs and strong links with practising artists
- United Nations Partnership (national and international issues)
- Talented Sports Program and Outdoor Education
- Robotics and UAV program
- Australian School Based Apprenticeships
- Special Education Centre Foundations Program
- Connect 10
- Secondary Introductory English Centre
- The Refugee Humanitarian Program
- National Scientists in Schools Program
- Arts Festival, Debating, Clubs including: German, Singing, Board Games etc
- Jazz Band Program & links to Canberra School of Music
- ACT Schools Constitutional Convention
- Links with Australian National University (ANU) & ANU Secondary College
- Overseas excursions
- One World Day
- Community Garden
- Outstanding facilities
- Friendly inclusive diverse community

Beth Mitchell

Principal

DICKSON COLLEGE Courses offered for 2013

Accounting (A/T)
Automotive Technology (A/V)
Biology (A/T)
Business Studies (A/T)
Chemistry (T)
Chinese (Mandarin):
 Beginning (T)
 Continuing (T)
 Advanced (T)
Community Services (A/V)
Construction Pathways (A/V)
Dance Studies (A), (T), (T,A)
Design & Graphics (T/A)
Drama (A/T)
English (A/T)
English as a Second Language (A/T)
Fashion Design and Textiles (A/T/V)
Food and People (A)
French:
 Beginning (A/T)
 Continuing (T)
 Advanced (T)
General Science (A)
Geography (A/T)
Global Relations (T)
History (T/A)
Hospitality (A/V)
Human Movement (T)
Information Technology:
 Applications (T/V)
 Networking (T/V)
 Systems (T/V)

Japanese:
 Beginning (A/T)
 Continuing (T)
 Advanced (T)
Latin Beginning (T)
Legal Studies (A/T)
Mathematics:
 Maths for Living (A)
 Mathematics General (A)
 Mathematical Applications (T)
 Maths Methods (T)
 Specialist Maths Extension (T)
Media Studies (T/A)
Metal Technology (A)
Music (T/A)
Music Advanced (CSM)
Music Industry (C)
Oceanography (A/T)
Outdoor Education (A)
Personal Development (A)
Photography (A/T)
Physical Education (A)
Physics (T)
Psychology (A/T)
Science (A)
Sociology (A/T)
Sports Development (A)
Sports Studies (T)
Visual Arts (A/T)
Wood Technology (A)

DICKSON COLLEGE



DICKSON COLLEGE
excellence opportunity community

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WELCOME FROM THE PRINCIPAL

At Erindale College we aim to continually improve our excellent learning community. We have an enduring focus on learning in a safe and caring environment where effective relationships are valued.

Our emphasis is on academic rigor, underpinned by exciting and challenging opportunities to learn in a diversity of curriculum areas to meet the needs of our students and of our wider community. Our teachers display leading practice in inter-disciplinary, inquiry-based, student-led education. We have an Academy structure in which curriculum and special programs are grouped. By belonging to an Academy students have the benefit of receiving support and advice from teachers who have an expert professional understanding of the curriculum for the particular area of interest.

College Link is based within Academies and is a mandatory course for all students. In this program teachers aim to help mentor, counsel, and coach students towards success. Attendance is checked and followed-up by Link teachers. Academic programs are monitored and managed in consultation between students, parents and the Link teacher. Life issues are explored and advice is given about available options to help deal with the issues of their emerging adult world. In year 12, pathway planning with a well-rounded preparation for the transition beyond Erindale College is a significant part of the program.

The incredibly successful Talented Sports Program (TSP) is a feature of the Erindale Sports Academy. In the TSP, students with an excellence in team or individual sports can include their sports development within their academic program and receive specialist and personalised support to do this. In 2013, the first intake of talented sports students in year 10 enters this program for fulltime education in a college setting.

The talented student approach is reflected in the other Academies with specialist programs within Creative and Performing Arts, Mathematics, Science and IT. In 2013, the SUMMIT program for talented year 10 maths and science students will operate in a fulltime capacity with these young people attending each week to enrich their academic study. Further opportunities for specialisation are available in areas of Business, Enterprise and Innovation.

Exciting initiatives of the Tuggeranong Network of Schools strategic plan are being led by our college. The Big Picture - inspired Academy (BPA) offers year 11 and year 12 students a full-time opportunity to engage with a personalised learning approach. The development of the Commonwealth Government-funded Tuggeranong Sustainable Living Trades Training Centre (TTTC) is being led by Erindale College. Through this centre students will be able to access Certificate III pathways in Building Construction, Automotive, Hospitality and Horticulture from the late high school years to graduation in year 12.

At our college, we have a significant focus on effective use of learning technologies and this reflects our contemporary approach to education for young adults in the 21st century. Networking beyond the college is also an important aspect of our approach as it enriches the learning experiences of students.

Erindale College is unique in the ACT in that it is part of the larger Erindale Education and Recreation Complex. This complex provides students with access to a modern 450-seat theatre in which high quality productions are presented both by the college and community. The Erindale Library, with its very extensive collection, is open during the day and evening all year round. The facilities in the Active Leisure Centre, available for student use, include a 25-metre swimming pool and fully equipped gym.

We welcome students to our college and we look forward to helping all celebrate success.

Michael Hall

Principal

ERINDALE COLLEGE Courses offered for 2013

Applied Science (A)
Automotive Technology (A)
Big Picture "Inspired" Program:
 Community Learning – Humanities (A)
 Community Learning – Technology (A)
 Contemporary English (A)
 Contemporary Mathematics (A)
Biology (T)
Business (T)
Chemistry (T)
Chinese (T)
Design and Graphics (A/T)
Dance (A/T)
Drama (A/T)
Earth Science (T)
Electrotechnology (A)
English (A)
English (T)
English Year 10
ESL (A/T)
Fashion Design and Textiles (A/T)
Food for Life (A)
French (T)
Furniture Construction (A/V)
Global Relations (T)
Graphic Art Design (T/A)
History (A/T)
History Year 10
Hospitality (A/V)
Human Movement (T)
Information Technology (A/T/V)
Legal Studies (T)

Mathematics:
 Mathematics General (A)
 Mathematical Applications (T)
 Mathematical Methods (T)
 Mathematics Year 10
 Specialist Mathematics (T)
Media (A/T)
Metal Technology (A)
Music (T)
Music Industry (C)
Outdoor Education (A)
Photography (A/T)
Physical Education (A)
Physics (T)
Production for Live Theatre (A/V)
Psychology (A/T)
Social and Community Work (A/V)
Sociology (T)
Sport, Fitness and Administration (A/V)
Sports Development (A)
Sports Science (A)
Tourism Studies (A/V)
Towards Contemporary Music (A)
Visual Art (A/T)

ERINDALE COLLEGE



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GUNGAHLIN COLLEGE



WELCOME FROM THE PRINCIPAL

Gungahlin College is one of Australia's most dynamic schools designed to inspire individual achievement and confidence for life.

Year 10, 11 and 12 students are offered extensive curriculum opportunities. The selective year 10 SMART program is designed for students who show interest and aptitude in Science, Mathematics and Related Technologies.

Gungahlin College has been purpose built for contemporary learning. The college design, construction, facilities and fitout make Gungahlin College the finest example of senior secondary education in Australia.

The College features the latest in sustainable design and includes:

- flexible learning hubs for student collaboration
- wireless technology and extensive use of ICT
- specialist Science & Mechatronics labs
- media centre with TV studio
- visual art, ceramics, photography and lighting studios
- performing arts theatre with dance, music and drama studios
- full commercial kitchen.

Gungahlin College has been selected by Microsoft as one of Australia's most innovative schools and is currently participating in the Microsoft Partners in Learning Pilot School program.

Gungahlin College students have extended library access as the College library is a joint use facility with the Gungahlin public library, all on our College campus. The College has formed a number of strong partnerships with universities both locally and nationally.

Gungahlin College is a dynamic, inspiring and nurturing learning community dedicated to supporting students to achieve their individual potential. Through our Pastoral Care program, Connect, and a range of student support services we provide a safe, supportive and caring environment. An academic rigorous curriculum is offered to meet the needs of students seeking to excel at the highest level.

I encourage you to be part of the new Gungahlin College learning community.

Gai Beecher

Principal

GUNGAHLIN COLLEGE Courses offered for 2013

Accounting (A/T)
Applied Science (A)
Behavioural Science (A/T) (combination of Psychology and Sociology minors)
Biology (T) (including Human and Environmental Science streams)
Business Administration (A/V)
Business Studies (A/T)
Ceramics (A/T)
Chemistry (T)
Chinese:
 Beginning (T)
 Continuing (T)
 Advanced (T)
Commerce (T) (combination of Business Studies, Accounting or Economics minors)
Community Services (A/V) – Social and Community Work (Childcare, Disability, Aged Care, Youth)
Dance (A/T)
Design and Graphics (A/T)
Design and Technology (A/T)
Drama (A/T)
Economics (T)
English (A/T)
ESL (A/T)
Fashion Design and Textiles (A/T/V)
Flight (T)
Food and People (A)
Food Science and Management (T)
French:
 Beginning (A/T)
 Continuing (T)
 Advanced (T)
Furniture Construction (A/V)
General Science (T)
German:
 Beginning (T)
 Continuing (T)
 Advanced (T)
Global Relations (T)
History:
 Ancient History (A/T)
 Medieval History (A/T)
 Modern History (A/T)
Hospitality (A/V)
Human Movement (T)
Information Technology (A/T/V) – including Robotics
Italian:
 Beginning (A/T)
 Continuing (T)
 Advanced (T)
Japanese:
 Beginning (A/T)
 Continuing (T)
 Advanced (T)
Korean:
 Beginning (A/T)
 Continuing (T)
 Advanced (T)
Legal Studies (A/T)
Mathematics:
 General Mathematics (A)
 Mathematical Applications (T)
 Mathematical Methods (T)
 Specialist Mathematics (T)
Media (A/T)
Metal Technology (A)
Music (A/T)
Outdoor Education (A/T)
Photography (A/T)
Physical Education (A)
Physics (T)
Psychology (A/T)
Production for Live Theatre (A/V)
Science and Mechatronics (T)
Sociology (A/T)
Sports Development (A) (as part of the Talented Sports Program)
Sports Science (T) (combination of Human Movement, Sports Studies)
Sports Science (A)
Sports Studies (T)
Sport and Recreation (A/V)
Tourism (A)
Visual Art (A)



gungahlin
COLLEGE
connect learn achieve

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HAWKER COLLEGE



WELCOME FROM THE PRINCIPAL

Hawker College is an educational community focussed on academic and vocational education excellence.

Our Purpose Hawker College offers a dynamic, inspiring and nurturing learning community dedicated to supporting students to achieve their individual potential.

Our Vision That all young people enrolled at Hawker College, thrive and are equipped with the skills to lead fulfilling, productive and responsible lives.

Our Values Honesty | Excellence | Fairness | Respect

Hawker College is a dynamic, inspiring and nurturing learning community that has been and continues to be dedicated to supporting students to achieve their individual potential for over 30 years in Canberra. We provide an extensive range of opportunities - academic, sporting, artistic & creative, outdoor education, for students to learn, to achieve and to develop their own unique skills and talents.

Specialist teachers and support staff are always available to provide advice to our students. The "Den" is the hub of all student services at Hawker College, supporting students across a variety of areas; Careers Advice, Student Pathways, Student Counsellor, Year Coordinators, Chaplaincy and special needs. The Den also offers study package requirements, study program advice and scholarship opportunities.

At Hawker College, our students are provided with numerous opportunities to excel. The Hawker Honours Program allows student extension in the areas of Academia, Creativity, Physical Pursuits and Leadership. Further extension programs provided for gifted and talented students allow them the opportunity to develop their abilities. Hawker College has strong links with the ANU Secondary College program, the University of Canberra and Canberra Institute of Technology.

Hawker College also provides excellent vocational learning opportunities and our students are able to access a number of challenging programs including sports administration, hospitality and business.

Our partnership with parents and the community is strongly valued. Parents are welcome at Hawker. The closer we can work together, the better the students' chances of success. The college campus has many specialist facilities catering for industry-standard student learning environments.

The college boasts a commercial grade coffee shop operated by students, commercial kitchen, 300 seat performance theatre, 150 seat lecture theatre, graphic design, computer aided design and multimedia studios, dance studio, weights training facility and gymnasium.

As a strong knit school community we look forward to warmly welcoming you to our place of learning, where we will provide on-going, dedicated support to enable you to achieve success.

Stephen Gwilliam

Principal

HAWKER COLLEGE Courses offered for 2013

Accounting (A/T)
Agriculture (A/T)
Applied Science (A)
Automotive Technology (A/V)
Behavioural Science (A/T)
Biology (T)
Business Administration (A/T)
Business Studies (T/V)
Chemistry (T)
Chinese:
 Beginning (T)
 Continuing (T)
 Advanced (T)
Dance (A/T)
Design and Graphics (A/T)
Design and Technology (A/T)
Drama (A/T)
Economics (T)
Electronics (A)
English (A/T)
ESL (T)
Fashion Design and Textiles (A/T)
Food for Life (A)
Food Science and Management (T)
French:
 Beginning (T)
 Continuing (T)
Furniture Construction (A/V)
General Science (T)
History (A/T)
Hospitality (A/V)
Human Movement (T)
Information Technology (A/T/V)
Italian:
 Beginning (T)
 Continuing (T)
Legal Studies (A/T)

Mathematics:
 General Mathematics (A)
 Mathematical Applications (T)
 Mathematical Methods (T)
 Specialist Mathematics (T)

Media (A/T)
Metal Engineering (A/V)
Metal Technology (A)
Music (A/T)
Music Industry (A/C)
Outdoor Education (A)
Photography (A/T)
Physical Education (A)
Physics (T)
Production for Live Theatre (A/V)
Psychology (A/T)
Retail (A/V)
Social and Community Work (A)
Sociology (A/T)
Spanish:
 Beginning (T)
 Continuing (T)
 Advanced (T)
Sports Fitness and Administration (A/T/V)
Sports Development (A)
Sports Science (A/T)
Sports Studies (T)
Tourism (A/V)
Visual Art (A/T) including Ceramics and Graphic Design
Wood Technology (A)
Workshop Technology (A)

HAWKER COLLEGE



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University of Canberra Senior Secondary School LAKE GINNINDERRA



WELCOME FROM THE PRINCIPAL

It is my privilege to tell you about our college. The quality of the staff and their work as they serve the students, their families and the community is second to none. The outstanding service provided to each and every student as they are guided, encouraged and enabled through their senior secondary years is our mission – our purpose.

The University of Canberra Senior Secondary College, Lake Ginninderra (UCSSC) specialises in the education of year 11 and 12 students. All staff are dedicated to equipping students for the future where we partner with the students and their families to provide the very best senior secondary education available; a centre of excellence for teaching and learning.

The college is located centrally in Canberra situated on the shores of Lake Ginninderra and near the facilities of the University of Canberra (UC), Australian Institute of Sport (AIS), Australian National University (ANU) and the CSIRO. Students are drawn from high schools in the ACT and surrounding region, the Australian Institute of Sport (national scholarship Athletes), international private students and overseas exchange students.

The unique University of Canberra partnership strengthens teaching and learning initiatives at the college and allows the institutions to share resources, strategies, research and practice. Students co-enrol at the university and gain access to the library, online academic publications as well as faculty facilities, resources and equipment and the university academic skills centre, medical/counsellor services and university clubs.

The college provides a modern and well-resourced learning environment, offering students more than seventy courses of recognised study. Student pathways are supported by achievement in traditional subject areas and complemented by a diverse range of other curriculum options and opportunities for extension and enrichment.

The college is nationally renowned for its Outdoor Education Program - developing skills, building character, and producing leaders. The program has a strong environmental, adventure and cultural emphasis. Adventure Plus is an extension program that enables students to go on national and international adventure excursions. The Elite Sports Program is offered to college students in partnership with the AIS, ACT Academy of Sport, and ACT sporting bodies. This program is unique in Australia, with the college proudly supporting many ACT representatives, Olympians and hundreds of Australian representatives.

An Excellence Program provides extensive opportunities for gifted and talented students. Entry is by application. The college also offers extension opportunities through the College Leadership Group, the Environmental Sustainability Team with the Global Classroom offering overseas conference travel and an education program in leadership and international citizenship. Our tradition of creative arts excellence brings you a wonderful range of options that include opportunities to act, sing, dance, play, direct, produce, draw, paint, sculpt, film, edit, write and more, including technical streams.

Pastoral care programs at the college ensure the personal development of students, each of whom has a dedicated mentor and support teacher. During the two years at college, students are assisted by the student services team, teachers and the college community in their educational and personal growth as they choose and work towards pathways to future success. We welcome you to UCSSC - preparation for life!

Martin Watson

Principal

LAKE GINNINDERRA Courses offered for 2013

Accounting (A/T)	Italian:
Adventure Plus (A/T)	Beginning (T)
Automotive Technology (A/V)	Continuing (T)
Behavioural Science (A/T) - Combining Psychology and Sociology	Advanced (T)
Biology (T) - including Human and Environmental	Japanese:
Business Studies (A/T)	Beginning (T)
Business Administration (A/V)	Continuing (T)
Ceramics (A/T)	Advanced (T)
Chemistry (T)	Legal Studies (A/T)
Chinese:	Mathematics:
Beginning (T)	General Mathematics (A)
Continuing (T)	Mathematical Applications (T)
Advanced (T)	Mathematical Methods (T)
Commerce (A/T) - combining Accounting and/or	Specialist Mathematics (T)
Business Studies and/or Economics	Media (A/T/V)
Dance (A/T)	Metal Engineering (A/V/C)
Design and Graphics (A/T) - including Architecture, Computer Aided and Engineering Drawing	Music (A/T)
Drama (A/T)	Music Industry (C)
Earth Science (T)	Outdoor Education (A/T/V)
Economics (T)	Photography (A/T)
Elite Sports Program (A) - including External Sports Studies and Sports Development	Physical Education (A)
English (A/T)	Physics (T)
ESL (A/T)	Production for Live Theatre (A/V)
Fashion Design and Textiles (A/T)	Psychology (A/T)
Food for Life (A)	Science (A)
French:	Social and Community Work (A/V) - including Child, Aged and Disability Care and Youth Work
Beginning (T)	Sociology (A/T)
Continuing (T)	Spanish:
Advanced (T)	Beginning (T)
Furniture Construction (A/V)	Continuing (T)
General Science (T)	Advanced (T)
Geography (A/T)	Sport and Recreation (A/V)
Global Studies (A/T)	Sports Science (A/T) - combining Human Movement and Sports Studies
History (A/T) - including Ancient, Medieval and Modern	Sports Studies (T)
Hospitality (A/V)	Tourism Studies (A/V)
Human Movement (T)	Visual Art (A/T) - including Ceramics, Drawing, Illustration, Painting, Sculpture and Portfolio Preparation
Information Technology (A/T/V) - including CISCO Networking and Applications, Programming and Robotics, Web and Digital Media	

LAKE TUGGERANONG COLLEGE



WELCOME FROM THE PRINCIPAL

Lake Tuggeranong College is committed to engaging and extending its students. We deliver quality education and provide a broad and academically rigorous curriculum to enhance students' critical thinking and analytical skills in a focused and supportive environment. Situated on the foreshores of Lake Tuggeranong, our college is conveniently located near the Tuggeranong Bus interchange, providing ease of access for students.

Our courses prepare students for tertiary studies at university or institutes of technology or for direct entry into the workforce. Providing an outstanding level of student support is a key focus at the college. Throughout their two years at the college our students receive pastoral care, individual student counselling, career planning and support.

Other key features of the college include:

- a safe and caring environment
- unique courses e.g. Flight, Computer Aided Design, 3D Animation
- links with Australian National University and The University of Canberra
- outstanding facilities
- drama productions
- academic support
- assistance with AST preparation
- careers centre
- assistance with transition pathways
- vocational courses e.g. Production for Live Theatre, Media, Business Administration
- skills centres for Computer-Aided Design and 3D Animation, Business Administration and Community Services
- access to a wide range of Australian School-based Apprenticeships and work experiences.

The college prides itself on being responsive to the individual needs of students and provides dedicated support programs to enable success to be achieved across all aspects of their college experience.

When you join our community at Lake Tuggeranong College, the dedicated staff and I will look forward to sharing in your successes.

Bill Maiden

Principal

LAKE TUGGERANONG COLLEGE Courses offered for 2013

Accounting (A/T)
Active Volunteering (C)
Agriculture (A/T)
Automotive Technology (A/V)
Behavioural Science (A/T)
Biology (T)
Business Administration (A/V)
Business Studies (T)
CAD 3D Animation (T)
Chemistry (T)
Chinese:
 Beginning (T), Continuing (T),
 Advanced (T)
Commerce (A/T)
Community Services (A/V)
Computer-Aided Design (CAD) (A/T)
Dance (A/T)
Drama (A/T/V)
Electricity and Electronics (A)
English (A/T)
Contemporary English (A)
ESL (A/T)
Fashion Design and Textiles (A/T)
Flight (T)
Food and Life (A)
Food and Resource Management (T)
Furniture Construction (A/V)
Global Relations (T)
History (T)
Human Biology (T)
Human Movement (T)
Information Technology (A/T/V)
Information and Library Services (A)
Japanese:
 Beginning (A/T), Continuing (T),
 Advanced (T)
Korean:
 Beginning (T)
Legal Studies (A/T)
Library and Information Services (A)
Mathematics:
 Specialist Mathematics (T)
 Mathematical Methods (T)
 Mathematical Applications (T)
 Mathematics General (A)
 Contemporary Mathematics (A)
 Mathematics Skills (R)
Media (A/T/V)
Metal Technology (A)
Music (A/T)
Outdoor Education (A)
Photography (A/T)
Physical Education (A)
Physics (T)
Production for Live Theatre (A/V)
Psychology (A/T)
Science (A/T)
Sociology (A/T)
Spanish:
 Beginning (T)
Sports Science (A/T)
Sports Studies (T)
Tourism (A)
Visual Art (A/T)

LAKE TUGGERANONG COLLEGE



Lake Tuggeranong College
Cowlshaw Street
Tuggeranong ACT 2900
Ph. (02) 6205 6222
Fax (02) 6205 6202
Website: www.ltc.act.edu.au
E-mail: info@ltc.act.edu.au

MELBA COPLAND SECONDARY SCHOOL- COLLEGE CAMPUS



WELCOME FROM THE PRINCIPAL

The Melba Copland Secondary School (MCSS), offers year 11 and 12 courses at the College Campus. MCSS provides the opportunity for students to study the Year 12 Certificate, the International Baccalaureate Diploma and courses which include nationally recognised vocational education (VET) certificates and training qualifications. MCSS is a leading college because of its proven excellence in outcomes and achievement for all students. MCSS offers high quality education programs for all students in a variety of learning environments. The diversity of our curriculum rewards students to achieve excellent outcomes for future pathways.

PROGRAMS OF EXCELLENCE

ACT Board of Senior Secondary Studies Year 12 Certificate and ATAR packages.

International Baccalaureate (IB) Diploma is an internationally recognised program that year 11 and 12 students may choose to study at the same time as completing their ACT Year 12 Certificate and Tertiary Entrance Qualifications. This program is designed as a pre-university program for academic students. Upon completion students achieve both the IB Diploma and the year 12 Certificate.

University Extension Programs include the ANU Secondary College and University of Canberra (UCAN) opportunities. UCAN also provides a bridging program for selected students not receiving an ATAR at the completion of year 12.

Vocational Education and Training (VET) Certification and Australian School-Based Apprenticeships (ASBAs) engage students with focussed career challenges. VET involvement is extremely rewarding and a highly regarded experience for students and staff. This dimension of learning on the College Campus is the highest growth area due to the rising need for all students to attain qualifications for career futures. Many students are able to complete Canberra Institute of Technology studies in parallel with their Year 12 Certificate.

Performing Arts Program provides opportunities for students to excel in community and college based programs in drama, dance and music. The modern performance facilities at the College Campus connect students with an industry level experience.

Sport Development Program builds on the success of students across many sports. Talented students are able to personalise their study and sports performance schedules through their involvement in this program.

Outdoor Education Program provides challenging courses for students seeking their 'personal best', by developing resilience and leadership. The Special Needs Program is committed to providing additional support to students who require individual learning plans addressing literacy, numeracy and independent living skills.

Student Services delivers established programs in a calm, safe and secure environment, promoting student progress, well-being, resilience and specific educational outcomes.

Michael Battenally

Principal

MELBA COPLAND COLLEGE CAMPUS Courses offered for 2013

Biological Science (T)
Business Administration (A/V)
Business (A/T)
Chemistry (T)
Chinese:
 Beginning (T), Intermediate (T),
 Continuing (T), Advanced (T)
Commerce (A/T)
Dance (A/T)
Design and Graphics (A/T)
Drama (A/T)
Economics (T)
Engineering Studies (T)
English (A/T)
Contemporary English (A)
ESL (A/T)
Food for Life (A)
French:
 Beginning (T)
 Continuing (T)
 Advanced (T)
Furniture Construction (A/V)
General Science (A/T)
German:
 Beginning (T)
 Continuing (T)
 Advanced (T)
History:
 Modern (T/A)
 Medieval (T/A)
Hospitality (A/V)
Human Movement (T)
Information Technology (T/A/V)
 CISCO Networking Engineering
 E-Commerce
 Programming and Robotics
 3D Portable Game Programming

Japanese:
 Beginning (T), Intermediate (T),
 Continuing (T)
 Advanced (T)
Legal Studies (A/T)
Life, Leisure, Learning (A/M)
Mathematics:
 General Mathematics (A)
 Mathematical Applications (T)
 Mathematical Methods (T)
 Specialist Mathematics (T)
 Contemporary Maths (A)
Media (A/T/V)
Metal Engineering (A/V)
Music (A/T)
Outdoor Education (A)
Personal Development (A)
Photography (A/T) (IB)
Physical Education (A)
Physics (T)
Plant and Animal Management (A)
Psychology (A/T) (IB)
Retail (A/V)
Social and Community Work (A/V)
Spanish
 Beginning (T)
 Continuing (T)
Sport and Recreation (A/V)
Sports Development (A)
Sports Science (A/T)
Sports Studies (T)
Theory of Knowledge (T)
Visual Art (A/T)
Work Education (A)



Melba Copland Secondary School
Melba Copland College Campus
Copland Dve
Melba ACT 2615
Email: melbacss@mcsc.act.edu.au
Web: www.mcsc.act.edu.au/melba_campus
Y 11 - 12 Campus
Telephone: 02 62057622
Fax: 02 62057629

MELBA COPLAND COLLEGE CAMPUS

NARRABUNDAH COLLEGE



WELCOME FROM THE PRINCIPAL

Narrabundah College is a large, international college which offers students the opportunity to study the ACT Year 12 Certificate, the International Baccalaureate Diploma, the French Baccaauréat Diploma, and nationally recognised vocational education and training qualifications in Business, IT, Fashion Design, Music, Media and Furniture Construction.

The college has an established tradition of success and offers a broad and academically rigorous curriculum that is carefully designed to enhance students' skills in research, critical thinking, communication and self management, in a focused and supportive environment.

Our programs have a global emphasis that extends students. We resource significant leadership opportunities for our students to develop them as confident leaders and contributors to society.

Narrabundah College, recognising the special needs of students in the challenging senior secondary years, places an emphasis on providing a safe, supportive and caring environment that fosters each student's creativity and personal growth.

Our Student Services team consists of five student advisors and a counsellor who all work fulltime with the students and their families to provide continual course and careers counselling. They also monitor and support students in their welfare, academic progress and student pathways planning during the two years they are at college. Our national award winning Peer Education program, with trained student leaders, supports our students' health and wellbeing programs.

The International Baccalaureate Diploma has been offered at Narrabundah College since 1978 to meet the needs of an international college community. Students can undertake this internationally recognised program while studying for an ACT Year 12 Certificate and Tertiary Entrance Statement.

The French Baccaauréat Diploma is a two year program as part of the French Australia Bilingual program. Students sit for external exams set in France.

Please contact the college for further information.

Kerrie Grundy

Principal



Narrabundah College
Jerrabomberra Avenue
Narrabundah ACT 2604
Ph: (02) 6205 6999
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Website: www.narrabundahc.act.edu.au
E-mail: info@narrabundahc.act.edu.au

NARRABUNDAH COLLEGE Courses offered for 2013

- Accounting (A/T)
Behavioural Science (A/T)
Biology Interdisciplinary (T)
Biological Science (T)
Business Administration (A/V)
Business Studies (A/T)
Ceramics (A/T)
Chemistry (T)
Chinese:
 Beginning (T)
 Intermediate (T)
 Continuing (T)
 Advanced (T)
Commerce (A/T)
Creative Art (A/T)
Dance (A/T)
Debating and Public Speaking (R)
Design and Graphics (A/T)
Design and Technology (A/T)
Economics (T)
English (A/T)
Environmental Science Interdisciplinary (T)
Environmental Systems (T)
ESL for academic purposes (T)
ESL (A)
Fashion Design and Textiles (A/T/V)
Food and People (A)
Forestry (T)
French:
 Beginning (A/T)
 Intermediate (T)
 Continuing (T)
 Advanced (T)
French Baccalauréat (T):
 Français
 Mathématiques
 Histoire et Géographie
 Sciences de la Vie de la Terra
 Littérature et Philosophie
 Philosophie
 Science Economiques
 Physique – Chemie
Furniture Construction (A/V)
General Science (A/T)
Geography (A/T)
Geology (T)
German:
 Beginning (T)
 Intermediate (T)
 Continuing (T)
 Advanced (T)
Hindi:
 Beginning (A/T)
 Intermediate (T)
 Continuing (T)
 Advanced (T)
History (A/T)
Human Biology (T)
Human Movement (T)
Indonesian:
 Beginning (A/T)
 Intermediate (T)
 Continuing (T)
 Advanced (T)
Information Technology (A/T/V)
Italian:
 Beginning (A/T)
 Intermediate (T)
 Continuing (T)
 Advanced (T)
Japanese:
 Beginning (A/T)
 Intermediate (T)
 Continuing (T)
 Advanced (T), (ETTL) (T)
Korean:
 Beginning (A/T)
 Intermediate (T)
 Continuing (T)
 Advanced (T)
Legal Studies (A/T)
Mathematics:
 Mathematics General (A)
 Mathematical Applications (T)
 Mathematical Methods (T)
 Specialist Mathematics (T)
Media (A/T/V)
Music:
 Electronic Music (A/T)
 Jazz (A/T)
 Music (A/T)
 Music Studies Interdisciplinary (T/A)
 Extension Music (T)
Outdoor Education (A)
Photography (A/T)
Physical Education (A)
Physics (T)
Politics (A/T)
Psychology (A/T)
Sociology (A/T)
Spanish:
 Beginning (T)
 Intermediate (T)
 Continuing (T)
 Advanced (T)
Sports Science (A/T)
Sports Studies (T)
Textiles and Design (A/T)
Theatre Arts (A/T)
Theory of Knowledge (T)
Translating & Interpreting (T)
Workshop Technology (A)

ACT BOARD OF SENIOR SECONDARY STUDIES (ACTBSSS) SYSTEM OVERVIEW

The ACT senior secondary system caters for students in years 11 and 12. The ACT operates a system of school based curriculum and assessment within the policy and procedures of the ACT Board of Senior Secondary Studies (BSSS) (refer <http://www.bsss.act.edu.au>). The BSSS is a statutory authority responsible for the certification of senior secondary school studies in government and non-government schools in the ACT. Colleges determine the courses (and units) that they offer to the students. There are no compulsory courses. Assessment in the ACT is continuous school based assessment. There are no examinations set by a central authority for any subject.

Courses are taught and assessed unit by unit. A course consists of a combination of units with a coherence of purpose. For example a course in English might contain the units Modern Writers, Shakespeare, North American Literature and Satire. Courses (and units) have different classifications. They can be classified as either **T, A, M, R, H, C** or **E, A/T/M** courses may also be accredited as a 'Vocational' program.

A unit's value is based on time. One standard unit of study represents a minimum of 55 hours of class time generally over one semester. There are different course types depending on the number of standard units studied in that course:

- Minor: a minimum 2 standard units (110+ hours)
- Major: a minimum 3.5 standard units (220+ hours)
- Major Minor: a minimum 5.5 standard units (330+ hours)
- Double Major: a minimum 7 standard units (400+ hours)

The maximum number of standard units that one course can contribute to the ACT Year 12 Certificate is 8.

COLLEGE TERMINOLOGY

Course

Program of study in a particular subject area e.g. Beginning Japanese, Media.

Line

Timetabled spaces each week for classes to operate. Students need 5 lines or 20 hours of timetabled contact as a minimum.

Unit

Courses are made up of units, which can either be a semester in length (1 standard unit) or a term in length (0.5 standard unit).

Standard unit

A standard unit has a value of 1 and comprises a minimum of 55 hours of teaching or one semester.

R units or courses

Units or courses that are designed to provide personal development, recreational or community service activities. **R** units may also be used to recognise students' participation in learning that takes place outside the formal structured learning program.

BSSS Certificates

Formal documents issued by the Board of Senior Secondary Studies at the end of year 12 include:

- Year 12 Certificate
- Tertiary Entrance Statement
- Vocational Certificates or Statement of Attainment which list the competencies that have been achieved under the Australian Qualification Framework.

ACT Year 12 Certificate

To be awarded an ACT Year 12 Certificate a student must complete a coherent pattern of study which includes a minimum of 17 standard units forming at least three different courses (**A, T, M, H, C** or **E**) in a period not exceeding five years. There may be one break in study of up to one year. A maximum of one **C** or **E** course can be used.

Tertiary Entrance Statement

The Tertiary Entrance Statement (TES) reports a student's Australian Tertiary Admission Rank (ATAR) and information on the **T** or **H** courses the student studied. To be awarded a TES a student must complete a minimum of 20 standard units of which 18 standard units must be classified as **A** or **T** or **M** or **H** or **C** or **E** of which at least 12.5 standard units must be **T** or **H**. These units must be arranged to form at least 3 majors and 3 minors or 4 majors and 1 minor course with a maximum of one **C** or **E** course. Of these courses at least 3 majors and one minor course must be **T** or **H**. The student must also sit the ACT Scaling Test (AST) in their final year of study. These studies must be completed in no fewer than 3.5 semesters and no more than 5 years.

Australian Tertiary Admission Rank (ATAR)

A student's ATAR is calculated from the student's best 3 **T** or **H** major scaled course scores plus 0.6 of the next best scaled course score. These scaled course scores are added to form the Aggregate Score. Students are then ranked based on their Aggregate Score. The ATAR is calculated based on this rank and information supplied by the NSW Technical Committee on Scaling.

Vocational Certificates

Vocational qualifications are certificates that bear the Nationally Recognised Training logo and are achieved by students meeting the requirements as described in the relevant vocational course. Vocational qualifications certified by the BSSS include the Statement of Attainment, Certificate I, Certificate II, and in some colleges Certificate III.

A Year 12 Certificate contains a complete record of a student's achievement in accredited and registered units. Vocational qualifications report the relevant competencies demonstrated by the student.

For vocational qualifications, the following principles apply:

- either units of competence demonstrated or industry-identified modules completed by the student to industry standard are reported.
- the Nationally Recognised Training logo, the logo of the Registered Training Organisation (the college) and the college principal's signature is present.

Secondary College Record

The Secondary College Record is a certificate that may be issued to students at any time during years 11 and 12. The record reports the units studied by the student, grouped in courses, and where appropriate the unit grades. Personal skills and qualities covered by references are not included on the record. It is made available on request to students.

Early Exit – ACT Year 12 Certificate

Students who have gained 17 standard units by the end of their third semester or middle of their fourth semester may apply to be released from the college ahead of other year 12 students. Having qualified for a Year 12 Certificate, these students may then decide to enter the next stage of their career by studying at the CIT or commencing full time training in their fourth semester or commencing full-time work.

SPECIAL STUDENT CATEGORIES

Deferral of Studies - Local Students

With the approval of the college principal deferral may be allowed once for an unbroken period of up to one year for students studying the standard package or before the start of the repeat package. However no deferral is allowed for students studying older student packages or abridged mature age packages.

Deferral of Studies - International Students on a 571 Visa (International Education Section)

Once an overseas student has enrolled in a course, they are not allowed to defer the commencement of their studies, or suspend their studies, except on the grounds of illness, evidenced by a doctor's certificate, or other exceptional compassionate circumstances beyond the control of the student, for example, bereavement. If a student defers or suspends their studies on any other grounds the Education and Training Directorate will report the student as not complying with Visa conditions to the Department of Immigration and Citizenship via PRISMS.

Transferring Students

Any college receiving a student from another college or school in/or outside the ACT needs to obtain the appropriate verification and data from the previous college/school. In normal circumstances students will only be eligible for the Australian Tertiary Admission Rank if they have been assessed with a grade and scale in at least two standard units in each of a minimum of three **T** major courses and one standard unit in a **T** minor course within their final 'home' college. The principal will decide what constitutes other than normal circumstances. Year 11 transferring students will be regarded as continuing students. Recognition will only be granted for study undertaken elsewhere during their year 11 and 12 studies. Otherwise these students should comply with appropriate package rules.

Transferring from Outside the ACT

Students transferring from outside the ACT may be granted recognition for work completed during years 11 and 12, and have these units included in their majors and minors. However, the course score is based on achievement in units after arrival, unless the student has a course score from that state. If the student does not complete units in the course in the ACT, but has sufficient units to form a course, then the student is awarded an **A** course in the subject.

Transferring from Within the ACT

Unless there are exceptional circumstances students transferring from other colleges in the ACT will maintain the unit data, except for scores, from their original college.

Changing Levels in a Subject

When a student changes a level of study within a subject within a college, the student must maintain the unit titles and grades of the units studied.

Students with Disabilities

Principals may approve variations to assessment procedures of courses for students identified with learning or other disabilities. Variations will be based on the degree and type of the learning disability.

Students from Culturally and Linguistically Diverse Backgrounds

Students who meet this definition sit a modified form of the ACT Scaling Test if they wish to gain an ATAR. A student will be determined to be from a culturally and linguistically diverse background for the purpose of AST if:

- the home college principal judges on the basis of documented evidence that AST will not provide an accurate assessment of the student's scholastic aptitude because of English language difficulty; and
- the student has received fewer than four years of education conducted in the English language prior to commencing year 11 studies.

International Private Students (International Education Section)

ACT government colleges are proud of the multicultural nature of their student population. Colleges advise students from overseas on the best choice of courses and levels - whether planning to study at an Australian university, enter Canberra Institute of Technology (CIT) or return home having been enriched with the experience of living in Australia. Most colleges offer specialised English as a Second Language course that will help improve English language and study skills in a supportive and friendly atmosphere. Extra help is also provided in the form of tutorials which are held at regular times each week or by appointment with several teachers experienced in dealing with students of non-English speaking background. Other advisers are also available to help adjust to the new environment and make the best decisions to achieve academic goals as well as ensure that time at college is a happy, productive one.

International students on a 571 Visa and the Education and Training Directorate must comply with the requirements of the *Education Services for Overseas Students (ESOS) Act 2000* and the *National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students* (the National Code). The ESOS Act 2000 and the National Code can be accessed at www.deewr.gov.au. Directorate policies applying to International students on 571 Visas can be found at www.det.act.gov.au.

Overseas students are welcomed at colleges and should make application through:

International Education Unit
Education and Training Directorate
GPO Box 158
CANBERRA ACT 2601
Australia

Student Exchange Programs

Some colleges have students who enjoy a period of time overseas participating in exchange programs. These are arranged through organisations such as Rotary, American

Field Service, Youth for Understanding and Southern Cross Cultural Exchange. Suitable modifications to the student's study program can be made to ensure that they meet all the requirements for year 12 certification. The ANU will consider special entry for students who have participated in such exchanges.

BSSS Brochures

Further information about these matters for students and parents is included in a range of BSSS publications that are available from the Office of the Board of Senior Secondary Studies and colleges. They can also be downloaded from the BSSS website www.bsss.act.edu.au

They include the following publications:

What Certificates Could You Obtain?

Provides information and examples of the full range of certificates ACT students may receive.

What's the AST?

Outlines the purpose and nature of the ACT Scaling Test used to scale the scores of students wishing to attend university.

What's the ATAR?

Explains the requirements for and calculation of the Australian Tertiary Admission Rank.

Your Rights to Appeal

Explains procedures to be followed should a student wish to appeal against an assessment result.

QUALIFICATIONS BY OTHER PROVIDERS

The International Baccalaureate (IB)

The International Baccalaureate educational program which is offered at Canberra College (details www.canberrac.act.edu.au), Melba Copland College Campus (details www.mcss.act.edu.au), Narrabundah College (www.narrabundahc.act.edu.au), is an internationally recognised programme of study leading to the award of a Diploma or Certificate. The IB is a comprehensive two year curriculum that has external examinations. The IB is taught in over 110 countries. All Australian universities and world universities accept the IB. The IB is a challenging and rigorous program that will extend the academically gifted student. The IB program ensures a broad and balanced course of study and assists in developing a global perspective. All courses are accredited with the BSSS and the International Baccalaureate Organisation (www.ibo.org), resulting in the award of both the Year 12 Certificate and an IB Diploma upon successful completion.

The IB curriculum consists of six subject groups:

- Language A - best language
- Language B - second language
- Individuals and Societies
- Experimental Science
- Mathematics
- Arts
- Theory of Knowledge

The French Baccalauréat

Narrabundah College is the only college to offer the French Baccalauréat. Students are able to study a limited number of courses taught in French by teachers supplied by the French Government. This is an extension of the French-Australian bilingual program based at Telopea Park School, and may lead to examination and award of the French Baccalauréat. Enquiries should be directed to the coordinator of the French-Australian bilingual program at Telopea Park School. Fluency in French, both oral and written, is an essential prerequisite. French Baccalauréat subjects taught at the college are also accredited for the ACT Year 12 Certificate. Other courses studied by correspondence do not receive credit toward ACT certificates.

ANU Secondary College

The ANU Secondary College provides students with a taste of the university learning experience, and an opportunity to study courses using facilities and staff located on the ANU campus. Courses are developed and delivered by ACT college teachers and ANU staff. Students who successfully complete the program will gain credit towards their studies at ANU in each of the subject areas completed. Completed units will also be listed on the Year 12 Certificate and a completed program can be counted towards the ATAR.

Classes are presented in Mathematics, Physics, Chemistry, Conservation Biology and Japanese. The programs have been developed by ANU and ACT Education and Training Directorate staff and will be presented by ACT ETD staff in close collaboration with staff from ANU.

All students in year 10 with a confirmed enrolment in year 11 in an ACT government college or non-government school and who intend to study at least one of the subjects offered, at the top level, will be able to apply. Students must normally have studied the subject at the highest level available at their current high school and achieved 'A' grades or equivalent standard.

University of Canberra Accelerate Program

The University of Canberra Accelerate Program commenced in 2012. It delivers **H** courses registered with the ACTBSSS. Successful completion of the **H** course will provide a minor course which contributes to the ACT Year 12 Certificate and the calculation of the ATAR score and the university will award advanced standing unit credit in the relevant undergraduate course at the university.

ACT BSSS

TYPES OF PACKAGES

Year 12 Certificate

(See page 23)

Repeat Package

A student may repeat year 11 or year 12 subject to the approval of the principal. Colleges reserve the right to make this decision.

Repeat Students Year 11

A student repeating year 11 will be certificated when year 12 is completed. The certificate awarded to the student who repeats year 11 and who subsequently qualifies for the ATAR should record only those units and courses studied since beginning year 11 again, if the repeated units are the same. A student who studies different units since beginning again may have all units recorded but only those units studied since beginning year 11 again will count towards an ATAR.

Repeat Students Year 12

Students repeating year 12 will receive a Year 12 Certificate after completing the repeated year. The Year 12 Certificate will report only units and courses studied, and unit grades awarded during the repeated year 12 and will be awarded to a repeat student who completes, in her/his repeat year 12, the equivalent of at least 8.5 standard units, forming at least 3 (**A, T, M, C** or **E**) accredited minors that have been awarded an A-E grade in **A/T/M** courses and a maximum of one **C** or **E** course.

Mature Age Package

A mature age student is one who is 20 years old by 1 March of the year of commencement of their college studies or has completed their year 10 studies at least three years prior to the commencement of their abridged secondary qualification program but has not completed their initial continuous secondary schooling (i.e. to the end of year 12).

Mature age students studying in secondary colleges fall into three categories:

- students who study a standard package
- students who study an abridged package over one year of full-time study
- students who study an abridged package over two or more years.

Mature Age Year 12 Certificate

A Year 12 Certificate will be awarded to a mature age student who:

- completes a standard package containing the equivalent of at least 17 standard units forming at least 3 (**A, T, M, C** or **E**) accredited minors that have been awarded an A-E grade in **A/T/M** courses and a maximum of one **C** or **E** course.
- completes the equivalent of at least 6 standard units forming at least 3 (**A, T, M, C** or **E**) accredited minors that have been awarded an A-E grade in **A/T/M** courses and a maximum of one **C** or **E** course while studying an abridged package.

Mature Age Tertiary Entrance Statement

Mature age students qualify to receive an ACT Tertiary Entrance Statement if they complete one of the following study programs:

- mature age students undertaking a standard package
- mature age students undertaking an abridged package over one year must complete three different **T** minor courses in one year of consecutive study
- mature age students undertaking an abridged package over two or more years must complete **A** or **T** units accruing to at least 12 standard units of which the **T** units will contribute at least 10 standard units. These **T** units must combine to form at least three **T** major courses or two **T** major and two **T** minor courses.

These courses may be studied in day or evening classes or in a combination of evening and day classes.

Mature Age Australian Tertiary Admission Rank (ATAR)

All mature age students who want to qualify for the ATAR sit the same ACT Scaling Test as other secondary college students and have their course scores standardised and scaled with the scores of the other secondary college students.

Older Student Packages

An older student is one who is a student who is commencing studies after their original cohort has graduated. These students fall into two categories:

- students who are commencing college study after their original cohort has graduated

- students who are commencing study for a **T** package after their original cohort has graduated.

Note: Commencement means the first time ever a student enrolls in college studies.

Older Student Year 12 Certificate

A Year 12 Certificate will be awarded to an older student who completes a study program approved by the principal which contains the equivalent of at least 8.5 standard units forming at least 3 (**A, T, M, C** or **E**) accredited minors that have been awarded an A-E grade in **A/T/M** courses and a maximum of one **C** or **E** course.

Older Student Tertiary Entrance Statement

Older students qualify to receive an ACT Tertiary Entrance Statement if they complete a study program approved by the principal that includes:

- the equivalent of at least 12 standard **A** or **T** units, including the equivalent of at least 10 standard **T** units
- **T** Units that combine to form at least three **T** major courses or two **T** major and two **T** minor courses.

GENERAL INFORMATION

APPLICATION FOR ENROLMENT

Enrolments for year 11, 2013 for ACT senior secondary colleges close on 15 June 2012. Application for enrolment is online from the School Education, Enrolling in an ACT School section of the Education and Training Directorate website at www.det.act.gov.au.

PLACEMENT OF STUDENTS IN ACT COLLEGES

ACT students who reside in a college Priority Placement Area (PPA) need to apply online and will be automatically allocated to their PPA College, if requested.

ACT students may apply for an out-of-area college. In doing so it is important to give a full rationale for the request ensuring that your claims address the criteria for out-of-area placement. These are outlined in the enrolment procedures and are as follows:

- a sibling will be attending the same college in the same calendar year in either year 11 or 12
- disadvantage which might be incurred as a result of the student being unable to access the chosen, overall curriculum pattern
- wellbeing considerations which should be supported by submitting professional evidence from a school counsellor or medical specialist.

NSW students may apply for an ACT college placement following the online enrolment process. Where demand for places at a particular school or college exceeds available places, applications from NSW students for placement in these centres will not be considered. In these circumstances NSW students will be offered a place in another ACT school or college.

NSW students are able to use the Review and Appeals processes like all ACT students who may be unhappy with their college placement.

It is preferable for students to apply for a college placement through the online process. Applications submitted online are received by the Education and Training Directorate within 2 hours. Applications that are mailed may take up to 5 days to be received. The date an application is received is the official date of receipt.

COLLEGE PLACEMENT TIMELINE FOR PROSPECTIVE YEAR 11 STUDENTS IN 2013

<i>Process</i>	<i>2012</i>
College placement open	Tuesday 1 May 2012
First round placements close	Midnight Friday 15 June 2012
First round applications sent to colleges	Wednesday 20 June 2012
First round offers sent to students	Friday 6 July 2012
Last day for students to advise colleges of acceptance of placement	Friday 3 August 2012
Applications for review close	Midnight Friday 10 August 2012
Notification of outcome of review of placement	Tuesday 21 August 2012
Applications for appeal of placement close	Midnight Friday 31 August 2012
Appeals heard	Friday 7 September 2012
Notification of appeal outcome	Friday 14 September 2012
Late applications processed by most colleges. High demand colleges process late applications after appeals are finalised	Monday 18 June 2012

COLLEGE OPEN DAYS AND NIGHTS 2012

<i>Senior Secondary College</i>	<i>Date</i>	<i>Time</i>
Canberra College	Tuesday 22 May 2012	6.00pm – 8.00pm
Erindale College	Thursday 17 May 2012	6.00pm – 8.00pm
Dickson College	Thursday 31 May 2012	6.30pm – 8.00pm
Gungahlin College	Thursday 24 May 2012	6.00pm – 8.00pm
Hawker College	Wednesday 16 May 2012	6.00pm – 8.00pm
Lake Tuggeranong College	Thursday 31 May 2012	5.00pm – 7.00pm
Melba Copland Secondary School	Tuesday 22 May 2012	6.00pm – 8.00pm
Narrabundah College	Wednesday 30 May 2012	9.00am – 12.00pm 6.30pm – 8.00pm
University of Canberra Lake Ginninderra College	Tuesday 29 May 2012	6.00pm – 8.00pm

PARENT PARTICIPATION IN COLLEGE

Why should parents become involved with their child's college?

Research clearly shows that family involvement in education is a win/win situation for students and schools, and that:

- family involvement in education is important to students' academic success
- strong family-school-community partnerships make a positive difference in student achievement.

Family involvement is mutually beneficial for students and schools. Research shows that students benefit through better attendance and homework completion rates, by attaining higher grades and by having a more positive attitude towards college. This usually translates into higher completion rates and a greater likelihood of students undertaking further post-school education.

Communicating with the college about programs and students' progress:

- attending information sessions
- requesting and attending parent/teacher interviews which are held several times a year (refer to the college calendar and newsletter for dates)
- visiting the school when special events are organised
- attending evening information sessions on special programs offered by the college
- being an active member of the college P&C association or college board
- communicating with your child about work they are undertaking.

The College Board

The Board is the general policy-making body of the college. Its functions include broad oversight of college activities, consideration of new course offerings and major changes to the curriculum, and approval of the budget. Representatives of each group in the college community work together on the board to determine policy and guide the development of the college. Membership consists of three parents/community representatives, three teachers (including the principal), two students, and a community representative nominated by the Education and Training Directorate. The principal is the executive officer of the board.

Board members are elected for two-year terms, with one or two members of each group replaced each year. Elections are usually held in February. A Board chairperson is chosen annually by the members and may be a student, a parent or the ETD nominee. The Board meets monthly. Board minutes are available to any member of the college community, and the board produces an annual report, which is also available on request.

The College P&C Association

The College P&C Association has been incorporated to:

- promote the interests of the college by encouraging close collaboration of teaching staff, parents, students and citizens and to provide a forum in which they can freely exchange ideas on any related to the functions, policies and management of the college
- provide a forum for discussions of education and for furthering the interests of public education
- assist with the provision of additional equipment for students' educational, recreational and sporting use.

School Improvement

ACT schools and secondary colleges undertake a continuous quality assurance process which analyses current data and context to assess future directions, including curriculum. In a four-year school improvement cycle, a plan is prepared in the first year on the basis of this information and then reviewed in each of the subsequent years with a process of external validation occurring in the fourth year. This planning takes account of teacher, parent and student feedback and also incorporates ACT system priorities.

Voluntary Parent Contributions

In addition to the funding provided by the ACT Government, parents are invited to make voluntary contributions to the cost of courses. This is necessary because the greater complexity of the learning task at colleges produces constant pressure to provide additional equipment and teaching resources to ensure that students are adequately resourced for their studies. Money received from voluntary parental contributions enables the college to build up its library resources as well as improving classroom resources (both textbooks and equipment) and providing sporting equipment.

STUDENT PARTICIPATION IN COLLEGE

Students Leadership

Students who want to be involved in a representative capacity can nominate for the Student Leadership Group. All colleges have a range of committees in Student Leadership. The Student Leadership members represent the student body on committees and act as college representatives on Canberra wide organisations. These committees meet regularly and reports to college decision making bodies. They provides formal and informal avenues of communication between students, staff and the community. They organise student social functions and is responsible for a range of activities for the benefit of all students.

College Newsletter

Colleges produce a newsletter twice a term. It keeps the community in touch with what's happening at the college and advertises coming events. A record of student absences is included with each newsletter. Newsletters are also posted to the college website.

College Planner

At the beginning of the year students are issued with a student calendar or diary that contains a calendar, assessment planner and other details relating to college policies. The use of the planner helps students develop their organisational skills.

Daily Notices

They are usually displayed on TV monitors and boards in the reception area of colleges. Students are advised to check the board/monitor.

Times of Operation

The times of operation vary from one college to the next – most college days start between 8.30am and 9am and finish between 3.00pm and 4pm, Monday to Friday.

Student Attendance

In every college each student is given a timetable schedule showing their enrolled classes at the beginning of each unit. Each class has set times allocated for lessons each week. Students are required to attend all classes in their program of study. The ACT Board of Senior Secondary Studies and the college have strict rules for class attendance.

Student Absences

It is normal practice that students communicate reasons for their absences directly to each class teacher. In cases of serious illness a student adviser should also be informed. Grades and the Year 12 Certificate are likely to be affected by frequent or prolonged absences. If absences seriously affect the student's level of achievement, an A-E grade may not be possible. Depending on the circumstances, the student may be awarded a Recognition Grade or designated 'non-assessable' (V). The award of (R Grade) or (V) is open to appeal, as is the case for all other grades. The BSSS policy is that students are to be given a V grade if they do not attend at least 90% of classes for a unit, or if they fail to complete at least 70% of the assessment for a unit, without a satisfactory explanation. If a student has a valid reason for missing classes or not submitting an assessment task, they must provide adequate documentary evidence. Parents may request attendance information from the college at any time.

Recreational, sporting and extra-curricular activities

Students are encouraged to supplement their academic studies with involvement in their college's wide range of educational activities. These activities vary from college to college and may include:

Sport

All colleges feature a very active and successful sports program. Sport is encouraged for recreation and fitness. Some colleges offer a talented sports development program for young elite sports persons with direct links to other training institutions.

Performing Arts

Students are encouraged to play a role in some way, either as actors, out front (advertising and box office) or back stage (stage and lights). For many students these occasions become the highlights of their time at college.

Community Service

A number of different community service programs throughout the year are offered. Students who become involved find these programs rewarding and valuable experiences.

Debating

Debating offers an opportunity for the competitive student to shine in a non-sporting arena. It offers excellent training in thinking, public speaking and being assessed by people other than teachers.

Evening Classes Program

Many colleges operate a program of evening courses that are well supported by the local community. Students and parents will be kept fully informed of the evening program courses. Students who wish to take any of these evening courses may be able to count them towards their package. See the principal for advice.

Academic Competitions

Academic competitions are in areas such as English, Science, Economics and Mathematics, and also include Lions Youth of the Year, Model United Nations Assembly and Plain English speaking competition.

STUDENT SUPPORT SERVICES

Pastoral care programs at colleges play a significant role in ensuring that personal development occurs. Over two years at college teachers will support students in academic, vocational and personal growth, contributing towards individual pathways to success.

Welfare & Personal Development

Each student is assigned to a support group with a teacher who has a special responsibility to help them through their time at college. The teacher meets with them every week and monitors progress, attendance, and their curriculum package. An executive teacher heads a student services team of a counsellor, years 11 and 12 coordinators, work experience and transition coordinators, and careers advisers. The team advises students on course choices, provides guidance and support and liaises frequently with other staff and with parents.

Careers Advisers

Student services/careers advisers are available to provide information and support for students. Advisers take responsibility for the provision of a relevant transition program from college to post-school options. Their services include:

- processing enrolments from year 10, mature age, overseas and fee paying students
- meeting the day to day needs of the students
- advice about unit and course selection with reference to post-school options
- giving progress checks including discussions about the relative suitability of tertiary, accredited and vocational courses
- referring students to the college counsellor and other agencies as required
- computer programs to assist students to make informed decisions regarding their careers
- maintenance of a current and extensive resource centre
- organisation of careers events including guest speakers and visits
- individual interviews which support decision-making processes about career opportunities
- advertising of traineeships and other work opportunities
- advice on admission to universities and TAFES/CIT
- advice on scholarships
- help with job-seeking skills including the production of resumés, interview skills, letters of application.

College Counsellors

College counsellors, who provide professional and confidential services to students, are qualified, experienced teachers who have completed further training in counselling. In addition, some counsellors are also registered psychologists. If a parent wishes to contact the counsellor phone the college reception.

Indigenous Education Contact Officers (IECO)

The IEOC teachers meet regularly with Indigenous students to provide educational and pastoral support and to promote the awareness of Indigenous culture in the broader community.

Work Experience Coordinator

The work experience coordinator provides information about the various work experience options and helps students to organise work placements. The coordinator also liaises with host organisations to monitor student participation in work placements. Work experience

provides students with valuable experience and insight into occupations with the opportunities to “try out” a career area. Demonstrated interest including work experience is now a prerequisite for many CIT courses. Students can receive points on their Year 12 Certificate. Work experience placements can be made in the ACT and NSW and are usually held after exam week in each semester.

Moving Forward Officer

The Moving Forward teacher in each college assists with the achievement of the following:

- improved transitions from high school to college
- achievement of recognition for prior learning (RPL)
- expanded Innovative practices in Vocational Education and Training (VET)
- support for Australian School Based Apprenticeships (ASBA'S) and Certificate III Attainment
- review of 'A Courses'
- innovative connections with Industry
- renewed pathways planning activities
- enhanced careers activities
- enhanced post school transitions, options and helps.

Student Pathways Plan

Student Pathways Planning is a process to:

- promote and strengthen pastoral care for all students in years 9 to 12 as they move through school to work and/or further study
- support students to explore and identify their individual strengths, interests and goals
- use school programs to teach students how to plan possible subject choices, personal and vocational pathways, and review their choices as they progress through secondary school.

Career Pathways - Prerequisite Subjects

As well as meeting the ATAR cut-off, some tertiary courses require students to have studied certain subjects or gained a minimum standard of attainment in years 11 and 12. This is referred to as prerequisite study or assumed knowledge. Details of courses requiring this knowledge and achievement levels are in the UAC Guide. The UAC Guide is available from college career advisors and newsagents.

Special Entrance Requirements

Some university and CIT courses such as art, drama, music and design, require students to have relevant skills, experience and folios of work in addition to obtaining a Year 12 Certificate. Students are required to attend interviews, auditions and special testing as part of the application for each course. The UAC year 10 booklet and the UAC guide contain information and details about meeting these requirements. The student services/careers advisers can provide current information for any course.

Scholarships and Cadetships

Students requiring financial assistance to undertake tertiary study should consider applying for a cadetship or scholarship. These are advertised in the major metropolitan newspapers and application is made direct to each university or industry group. An offer of assistance is based on academic achievement. Cadetship applicants are usually required to sit a test and have an interview. Details are available from the student services/careers advisers.

Application for University Entrance

Application for places in all public universities in NSW and ACT is made through the University Admission Centre (UAC). Entry to particular courses is competitive and offers of a place are made on the basis of the ATAR. When each course quota is filled and the cut-off is established, no other applications are accepted. The UAC guide contains course information cut-offs from previous years and application procedures and is issued to students in August of their final year. Information sessions on course selection and application procedures are run by colleges to help students with their applications. For states other than NSW and ACT, students must obtain the application forms and cut-off information from the relevant admission centres. For addresses and contact numbers refer to the UAC guide or student services.

University of Canberra College

The University of Canberra (UC) College provides programs for school leavers that will assist students who do not qualify for direct entry to the University of Canberra. These programs will prepare students for study at, and qualify them for, entry to the University. UC College is located on the University of Canberra Campus and students are part of the University community, with access to all the facilities and services.

Programs are offered for Australian students (or those with permanent residence status) who wish to gain entry to the University of Canberra by studying two subjects of a degree instead of a full subject load. If both subjects are successfully completed in one term then students will be considered for admission to the University for the remainder of the degree.

There are also programs that have been developed to provide a pathway for Australian students (or those with permanent residence status). Students study three university preparation subjects for a total of 8 hours per week. These subjects focus on the development of the skills needed to successfully study at university. At the completion of the program students apply to enter the University of Canberra. The offers for courses will be based on the assessment results gained during the program.

International students and Australian students who wish to improve their English and prepare for entry to the University of Canberra may complete three terms of full time study, spread over one calendar year. On successful completion, the students will be granted direct entry into the second year of the University of Canberra degree program in their area of specialisation, therefore completing their diploma plus degree in three years.

For more information:

Telephone: 02 6201 5709

Fax: 02 6201 5132

Email: info@ucc.canberra.edu.au

Website: www.canberra.edu.au/college

External Courses

In addition to courses offered by the “home” college, students may enrol in courses accredited by the ACT Board of Senior Secondary Studies which are run by outside institutions — other secondary colleges, evening colleges, “specialist schools”, CIT, Registered Training Organisation (RTO) or universities. In most cases these courses can be used in the same way as other college courses to count towards a Year 12 Certificate, to form tertiary entrance packages, or to construct an aggregate score. However, if the outside course duplicates a “home” college course in which the student is enrolled, it would normally be possible to count only the “home” college course in calculation of an aggregate score.

VOCATIONAL EDUCATION AND TRAINING

Vocational courses are courses designed to provide knowledge and skills relevant to a particular area of employment and to further education and training. Vocational education involves courses that:

- are developed for students to meet the needs and standards of industry (employers)
- are competency based: that is, students demonstrate their skills in the workplace (or simulated workplace) environment
- may have a period of 'on-the-job' training with an employer
- count towards the Year 12 Certificate, have national recognition and provide pathways to further education and employment.

Students who undertake vocational (V) courses:

- gain practical work related skills that employers recognise
- gain credit transfer and/or advanced standing into other training courses
- gain a nationally recognised vocational qualification and the Year 12 Certificate
- make valuable contacts with employers
- try out a possible career choice before finishing year 12
- prepare themselves for the world of work.

A Registered Training Organisation — Vocational Education

All colleges have RTO status. In order to gain RTO status colleges are required to show that their college is a quality assured organization by undertaking a quality assurance audit. RTO status allows colleges to offer and deliver vocational education courses and services and issue nationally recognised qualifications through the Board of Senior Secondary Studies. Most colleges offer a comprehensive vocational education program.

Australian School Based Apprenticeships (ASBA)

The Australian School Based Apprenticeship Program (ASBA) involves the employment of a young person who is undertaking a traineeship part-time while still attending school. A training agreement is signed by both the employer and the trainee and is approved by the Training and Adult Education branch of the Education and Training Directorate. The trainee is paid the national training wage award for the time spent in the workplace. Because the trainees are at school, their New Apprenticeship programs need to be flexible enough to accommodate the students' school, work and training needs. ASBA students receive a nationally recognised vocational certificate along with their Year 12 Certificate if they fulfil all ASBA requirements. ASBAs can provide students with a great head start in their careers. For further information about career planning, contact the Career Transition Section on 6205 9352.

Australian Qualifications Framework — Certificate I, Certificate II and Certificate III

Students who successfully complete vocational courses (V courses), including participation in work placements ('on the job training') will be granted a nationally recognised Certificate I or Certificate II and in some training packages Certificate III under the Australian Qualifications Framework.

Certificate IV

Students who are considering studying a vocational qualification at the Certificate IV level or higher must have their program approved by the principal of the college they are attending prior to commencing study in the qualification.

Apprenticeships and Traineeships

Students looking for on-the-job training should consider an apprenticeship or traineeship to develop personal work skills and job specific skills. Employers offering these training programs advertise in the daily newspapers and are listed at Centrelink and private providers such as Caloola Training Centre and QUEST. The Training & Adult Education branch, ETD administers all apprenticeships and traineeships and issues the qualifications and certificates. Information is available from student services/careers advisors.

ACT southside and northside government colleges are working cooperatively to make unfilled vocational class places available to students from other colleges. These programs extend the choices of vocational courses available to students. Students will be taught and assessed at the "host" college in the vocational area but issued with a Year 12 Certificate by their "home" college.

CIT the smart path to your career

The Canberra Institute of Technology is the leading provider of vocational education and training in the ACT. CIT offers a diverse and flexible range of nationally recognised qualifications that can help you into the career you want.

How does my college study help me at CIT?

There are many different ways college study can make your enrolment and study at CIT easier. For instance, the accredited vocational programs you can do at college (and even other college courses) may help you to move more quickly through CIT qualifications. CIT staff can also help you build on your Australian School Based Apprenticeship (ASBA).

The three ways your college study and experience is recognised at CIT are:

1. CIT recognises competencies you've already done as part of a nationally accredited vocational course at school or college, including those from an ASBA. Provided you continue to study in the same area, you could be up to half way through your chosen qualification, meaning you're much closer to a career in the field that you want.
2. CIT may even be able to give you credit for other vocational subjects or programs that you've successfully completed at college.
3. CIT can recognise other knowledge and skills you've got from outside formal study, such as through work or volunteering.

Check out the CIT Pathways Guide online at www.cit.act.edu.au for more details of how CIT gives credit for college study and other experience. You can even look at our Career Explorer to find out more information about our programs.

To make it even easier, CIT has introduced a new entry arrangement for completing college students, with a guaranteed place for those who successfully complete VET programs. Now it couldn't be easier to get into CIT and start working toward your future career!

What about further study after CIT?

Studying at CIT is a great start to your career, but it is also a pathway to university. Your CIT qualification can give you credit toward a huge range of courses at the University of Canberra and many other institutions.

So, studying at CIT gives you the right qualifications to move quickly into your career of choice and also gets you into university at a time that suits you. The CIT Pathways Guide includes information on what credit your CIT qualification will give you towards university study.

For more information about CIT and the amazing range of options available to you, contact your college careers adviser, check out www.cit.act.edu.au or contact the CIT Information Centre on 6207 3188.