

Higher School Certificate internal assessment

ACE 8069

Last Updated: 14 December 2011

The assessment marks submitted by a school for each course are intended to indicate students' achievements at the end of the HSC course.

The assessment marks are based on:

- a wider range of syllabus outcomes than can be measured by the external examination
- multiple measures and observations made throughout the HSC course rather than a single assessment event.

Measuring achievement at several points during the course can provide a better indication of student achievement than a single, final assessment event.

Multiple measures also cater for any knowledge and skills outcomes that are better assessed in specific settings or at specific times (eg research, fieldwork or practical skills).

The assessment marks submitted by the school reflect **the knowledge and skills objectives of the course and the related outcomes**. Schools should not include measures of objectives and outcomes from the affective domain (ie values and attitudes) in their assessments. Assessments should not be influenced by factors such as student conduct.

Honesty in HSC Assessment: the Standard sets out the Board of Studies NSW requirements concerning students submitting their own work in HSC assessment. Candidates for the Higher School Certificate, as well as their teachers and others who may guide them, are required to comply with the standard.

HSC VET courses

The submission of assessment marks is not required for VET courses. However, schools are required to submit estimated examination marks for students enrolled in HSC VET examinations. For specific advice on assessment of VET courses see: ACE 8093 HSC assessment of VET courses.

HSC Life Skills Courses

The submission of assessment marks is not required for Life Skills courses. However, schools are required to submit the outcomes achieved in Life Skills courses. For specific advice on assessment of these courses see: ACE 7008 Assessment of Life Skills outcomes in Stage 6; ACE 8100 Assessment of Stage 6 Life Skills courses.

Submission of HSC internal assessment

ACE 8087

Last Updated: 7 November 2011

Assessment marks for all **Board Developed** and **Board Endorsed** courses must be submitted to the Board of Studies via Schools Online by the due date published in the Higher School Certificate Events Timetable .

Assessment marks are **not** required for VET courses, University Developed Board Endorsed Courses and Life Skills courses.

HSC assessment of VET courses

ACE 8093

Last Updated: 16 December 2011

All VET courses are competency-based courses.

The Board of Studies NSW and the Australian Quality Training Framework (AQTF) require that a competency-based approach to assessment is used (see ACE 8094 HSC Assessment of VET Courses: competency-based assessment).

Assessment **must**:

- meet the requirements of the national training package or nationally accredited qualification/course on which the VET course is based
- be conducted by a qualified assessor under the auspices of an RTO which may be a school, TAFE college or other VET provider.

The Registered Training Organisation (RTO) **must**:

- maintain a record of the competencies achieved by each student. This may take the form of a competency record book (student log), or records generated as a result of school use of the BOS eBos VCS Online system.

Assessment procedures for the categories of VET courses are described in: ACE 8095 – 8098 (see Related Topics below).

(Provisions for non-completion determinations and student warnings apply to VET courses.)

HSC assessment of VET courses: competency-based assessment

ACE 8094

Last Updated: 12 December 2011

In a competency-based course, assessment of competencies is standards-referenced. This means that a participant's performance is judged against a prescribed standard contained in each unit of competency, not against the performance of other participants.

The purpose of assessment is to judge competence on the basis of the performance criteria set out under each element of competency. A participant is judged either 'competent' or 'not yet competent'. This judgement is made on the basis of a range of evidence, which may be in a variety of forms.

Competency-based assessment focuses on the requirements of the workplace. Competence incorporates all aspects of work performance, including problem-solving and the capacity to apply knowledge and skills in both familiar and new situations. Assessment of competence involves the assessment of skills and knowledge combined.

It is not necessary, nor is it desirable, for individual performance criteria to be demonstrated separately for assessment purposes. Rather, assessors should adopt an integrated or holistic approach to assessment. This means that a number of elements of competency or even several units of competency are assessed together. This method of assessment is strongly recommended because the concept of competence involves the integration of a wide range of skills, knowledge and attitudes.

The evidence guide in a unit of competency identifies the specific skills and knowledge required to demonstrate achievement of the unit of competency.

HSC assessment of VET Industry Curriculum Frameworks

ACE 8095

Last Updated: 16 December 2011

It should be noted that:

- all performance criteria need to be met to demonstrate the achievement of an element of competency
- all elements of competency must be achieved in order to demonstrate the achievement of a unit of competency.

Schools are required to submit to the Board, via Schools Online, both the units of competency each student in each course intends to study in a year (referred to as competencies entered) and the outcome achieved, unless the student is studying the course through TAFE NSW. This information will form the basis of the AQF VET Certificate or Statement of Attainment to be issued to the student.

HSC examination and estimated HSC examination marks

The VET Industry Curriculum Frameworks have a Higher School Certificate written examination.

It is the responsibility of the school/RTO delivering the HSC VET Industry Curriculum Framework courses to determine an appropriate estimated examination mark for all students entered for the corresponding HSC VET examination.

Eligibility for the HSC examination

Only students who have completed the corresponding 240 indicative hour course are eligible to enter for the HSC examination. This includes students who have been granted RPL or credit transfer for some or all units of competency, provided they have met the requirements of the respective 240-hour course.

Eligible students must be entered separately for the examination.

HSC assessment: VET Industry Curriculum Frameworks HSC examination

ACE 8096

Last Updated: 29 May 2015

The HSC examination is independent of the competency-based assessment undertaken during the course and has no impact on student eligibility for AQF VET qualifications.

Students must **enter separately** for the examination.

The **examinable outcomes and content**, including a list of the examinable units of competency that the examination is based on, are contained in the syllabus for the VET Industry Curriculum Frameworks Course Information.

The **HSC examination specifications**, which describe the format of the external HSC examination, are contained in the assessment and reporting document for the Industry Curriculum Framework.

The VET Industry Curriculum Framework HSC examination is **reported** as a separate entry on the HSC Record of Achievement. The mark achieved by the student in the examination is reported on the HSC Record of Achievement. The mark may be used by the Universities Admissions Centre (UAC) to contribute to the student's **ATAR**.

Students who complete a VET Industry Curriculum Framework HSC examination and are leaving school without completing the Higher School Certificate will have their VET Industry Curriculum Framework examination reported on the Record of School Achievement (RoSA) or the Transcript of Study (for students ineligible for the RoSA).

HSC Assessment: VET Industry Curriculum Frameworks HSC estimated examination mark

ACE 8097

Last Updated: 16 December 2011

The Board of Studies requires schools/RTOs to submit an estimated examination mark for all students entered for an HSC VET examination.

The mark must be submitted at the same time as the school assessment marks for other HSC courses.

This mark is to be an estimate of likely performance in the HSC examination and will reflect each student's achievement of tasks similar to the HSC examination, such as a trial HSC examination.

The estimated examination mark is not reported and is only used in the case of a successful illness/misadventure appeal.

HSC assessment of VET Board Endorsed Courses

ACE 8099

Last Updated: 16 December 2011

Schools enrolling students in TAFE - delivered BECs will need to liaise closely with the TAFE colleges concerned regarding assessment requirements, and ensure that students are made aware of the specific requirements for these courses.

In particular, schools should liaise with the TAFE colleges regarding the provisions for non-completion determinations and the issuing of warnings to students. TAFE reports directly to the Office of the Board on student achievement in these courses.

Schools enrolling students in VET BECs delivered by RTOs other than schools or TAFE colleges should:

- refer to the guidelines in ACE 6015 Requirements for provision of VET courses (see Related Topics below)
- see VET Board Endorsed Courses
- All locally designed VET course proposals, including proposals for courses to be delivered by TAFE or other providers outside the school must be submitted for Board endorsement annually using the forms and procedures in that document.

Stage 6 VET courses: entry of units of competency

ACE 9006

Last Updated: 25 November 2011

Students must be entered for all units of competency that will be delivered in the calendar year. All entered competencies require a Competency Outcome Status by the due date, which is published in the Events Timetable.