



2018 VCE

Year 11

Subject Selection Handbook



'Empowering Young Women'

Pascoe Vale Girls College is committed to providing students with the opportunity to succeed as learners and as competent and confident citizens who can make a valuable contribution to a global society.

<http://www.pvgc.vic.edu.au>



Pascoe Vale Girls College is committed to providing students with the opportunity to succeed as learners and as competent and confident citizens who can make a valuable contribution to a global society.

Our Senior School offers students pathways to achieve success with comprehensive programs in VCE, VCAL and VET.

For students at Pascoe Vale Girls College the Senior School program will involve a two year course in the

- Victorian Certificate of Education (VCE) **or**
- The VCE Options Program. This program incorporates VCE subjects, Victorian Certificate of Applied Learning (VCAL) subjects and a VET (Vocational Education and Training) course.

The Year 11 Handbook provides you with a guide to select the most appropriate program for your Senior School program.

Please read the material carefully. A good starting point is to decide what career area you would like to pursue after finishing your VCE or VCAL. The course counselling process at the College will help you with your decisions. Ms Moloney our Vocational Education coordinator and our Senior School team are also available to support you when making decisions regarding your course selection.

We look forward to working with you in the Course Counselling program.

Ms Peddle
Principal

Introduction

This handbook is a resource for students and parents/guardians. It outlines the Victorian Certificate of Education (VCE) and VCE Options Program at Pascoe Vale Girls College.

The Handbook is designed to:

- assist students and parents/guardians to understand the structure of VCE and the VCE Options Program
- help with the selection of a course of subjects that support students' career aspirations and associated tertiary pathways

The Handbook has five sections:

1. Timeline and Steps for Subject Selection
2. The VCE Program
3. The VCE Options Program
4. VET studies
5. Mathematics options

Section 1. Timeline and Steps for Subject Selection

1.1 Course Counselling

All Year 10 students will be involved in selecting their Year 11 course of study for 2018.

1. To assist you in your course counselling, 2018 Year 11 Subject Descriptions are available on our Website at <http://www.pvgc.vic.edu.au> and on [Compass, Community, School Documentation, Course Counselling Folder](#). Before your course counselling interview, read through the information in your Course Counselling Package and the descriptions of VCE/VET subjects offered at PVGC.
2. Fill in the planning copy of the Subject Selection Form at the back of the handbook and bring this handbook to your interview.
3. **Tuesday August 15:**
 - **Year 10 classes will not run on this day to enable students to attend course-counselling interviews with parents/guardians.**
 - Attend your appointment with your course counsellor.
 - Bring your planning copy of the Subject Selection Form (at the back of this handbook) to your appointment.
 - Your counsellor will advise you of the suitability of the course you have chosen taking into account tertiary education options and career pathways.
 - Following your interview, you will be directed to the library to enter your subject selections on line. Staff will be available to assist you to use the online selection program.
 - Print a receipt of your subject selections, attach it to your signed Subject Selection Form and place it in the box provided.

All Subject Selection Forms must be completed and handed into the General Office by Friday August 18.

1.2 Course Counsellors

Each student will have a course counselling interview. Each form has been assigned two course counsellors as follows:

- 10A Mr Stirling and Ms Keen
- 10B Ms Turchiarelli and Ms De Neef
- 10C Ms Foley and Ms Almadhoun
- 10D Ms Spiteri and Mr McDowell
- 10E Ms Munari and Mr Watt
- 10F Ms Ankers and Ms Heyes
- 10G Ms Hall and Ms Tobias
- 10H Mr Gregory and Ms Rodda

Section 2. The VCE Program

- The Victorian Certificate of Education (VCE) is a senior secondary certificate of education which is recognised throughout Australia.
- It is designed to be taken over a minimum of two years. Each study (subject) is made up of four units.

2.1 The structure of the VCE

VCE studies are divided into semester length units. Most studies offer four units. However, students don't necessarily have to take all four units.

The VCE is made up of two levels of units:

- **Units 1 & 2** – These are usually studied as a sequence in Year 11, the first year of VCE.
- **Units 3 & 4** – These are more advanced studies which are usually undertaken in Year 12. Units 3 and 4 must be studied as a sequence which means that if you select a Unit 3 study, you must also select Unit 4.
- In Year 11, PVGC students are expected to study 12 Units: 6 in Semester 1 and 6 in Semester 2
- In Year 12, PVGC students are expected to study 10 Units: 5 in Semester 1 and 5 in Semester 2

2.2 Satisfactory completion of VCE

The minimum requirements for satisfactory completion are set by the Victorian Curriculum and Assessment Authority (VCAA). A student must complete:

- a total of 16 units
- at least 3 units of English/EAL
- at least 3 sequences of Units 3 & 4 other than English

2.3 Outcomes

- Every VCE Unit includes a number of Outcomes (assessment tasks).
- Outcomes define what students will know and be able to do as a result of undertaking a study.
- Outcomes are designed to cover all aspects of the Unit.
- For each Unit, students must demonstrate achievement of all outcomes in order to gain a satisfactory result.
- Demonstration of achievement of all Outcomes may be assessed by completion of learning activities. For example: keeping a work-book, making models, producing posters and flow charts, preparing time-lines, diagrams and pieces of art, performing practical laboratory work, writing essays and tests.
- It is imperative that work for assessment of Outcomes is completed on time. Students will be provided with a

list of the Outcomes and associated work specific for each Unit and will be given dates for when they are due.

Students will receive:

- 'S' (satisfactorily completed) or 'N' (not satisfactorily completed) for each outcome and an overall 'S' or 'N' for each Unit.

2.4 Studying a Unit 3 and 4 subject in Year 11

- To accelerate, there must be a vacancy in the subject once Year 12 students have made their selections
- To accelerate into a Unit 3 and 4 subject a student must:
 - have achieved at a high level in Year 10
 - obtain a written recommendation from a relevant Year 10 teacher
- Subjects that are available for acceleration: Business Management, Legal Studies, Health and Human Development and Psychology
- Students who studied a Unit 1 or 2 subject in Year 10 (Literature, Biology, Outdoor Education or Creative and Digital Media) may continue with that subject at Unit 3 and 4 level unless they are not recommended to continue.

2.5 VCE Subjects offered at PVGC

Units 1 and 2 (Year 11)	Units 3 and 4 (Year 12)
Accounting	Accounting
Arabic	Arabic
Australian and Global Politics	Global Politics
Biology	Biology
Business Management	Business Management
Chemistry	Chemistry
Computing	Informatics <i>or</i> Software Development
Drama	Drama
English	English
Food Studies *	Food Studies *
Foundation English (VCE Options students only)	
Foundation Mathematics	
French	French
General Mathematics	Further Mathematics
Geography	Geography
Health and Human Development	Health and Human Development
History	History
Italian	Italian
Japanese	Japanese
Legal Studies	Legal Studies
Literature	Literature
Mathematical Methods	Mathematical Methods
Media	Media
Music Performance	Music Performance
Outdoor and Environmental Studies#	Units 1/2 in Year 10, Units 3/4 in Year 11
Physical Education	Physical Education
Physics	Physics
Product Design and Technology	Product Design and Technology
Psychology	Psychology
Specialist Mathematics	Specialist Mathematics
Studio Arts	Studio Arts
Visual Communication and Design	Visual Communication and Design

*Food Studies has a higher cost of \$150.00

Outdoor and Environmental Studies has a higher cost of approximately \$280.00

2.6 VET Studies offered at PVGC

Units 1 and 2	Units 3 and 4	Materials and Administration fee
Business (Year 11)	Business (Year 12)	\$150.00
Hospitality (Year 11)	Hospitality (Year 12)	\$200.00
Screen and Media (Year 10)	Screen and Media (Year 11)	\$150.00

Section 3. VCE Options Program

The **VCE Options Program** provides students with the option of studying a more work related and applied learning ('hands on' doing rather than theory) course at Pascoe Vale Girls College during Year 11. The program contains a mixture of Victorian Certificate of Education (VCE), Vocational Education and Training (VET) and Victorian Certificate of Applied Learning (VCAL) studies. Students will attend a Registered Training Organisation on Wednesdays to study a VET qualification.

Successful students in the VCE Options Program will achieve the Intermediate VCAL certificate at the end of Year 11. Students who complete the VCE Options Program have the option of studying VCE or Senior VCAL in Year 12. Course counselling will be provided to students.

The VCAL is a 'hands-on' option for students that provides them with practical work-related experience, as well as literacy and numeracy skills and the opportunity to build personal skills that are important for life and work. Like the VCE, VCAL is an accredited secondary certificate. The VCAL is a qualification that is recognised by TAFE institutes and employers. VCAL can help students move from school into work, an apprenticeship or traineeship and/or further training at TAFE. University study is possible through a TAFE pathway. The principles underpinning the VCAL include tailoring a program to suit students' interests, personal development, and development of work related and industry specific skills.

3.1 Year 11 VCE Options Program

Students will study the following:

- a. Three VCE subjects:
 - VCE Units 1 and 2 English **or** Foundation English
 - VCE Units 1 and 2 General Mathematics **or** Foundation Mathematics
 - A VCE subject of choice
- b. Work and Personal Skills - VCAL subject
- c. VET Business completed at the College.
- d. A VET study from the options provided at a Registered Training Organisation. Depending on the course chosen, the students will attend one of the following course providers on Wednesdays:
 - Northern College of the Arts and Technology (NCAT) - 62 Murray Rd, Preston
 - Kangan Institute- Pearcedale Parade, Broadmeadows
 - Kangan Institute - 85 Cremorne St, Richmond
 - Peter Lalor Vocational College- 35 Duncan Rd, Lalor

The College will pay for the tuition cost for the VET study at the Registered Training Organisation on Wednesdays. This covers the bulk of the cost. Students will be charged an administration and materials charge. Listed on the next page are the 2017 student administration and materials charges to be used as a guide. Charges are subject to change for 2018.

3.2 VCE Options Program - VET Studies

Institution	Course	Course Duration	Campus	Approximate cost per year#	
Kangan TAFE	Allied Health	2 years	Moonee Ponds	\$280	
	Animal Studies	2 years	Broadmeadows	\$330	
	Applied Fashion Design	2 years	Richmond	\$230	
	Salon Assistant (Hair)*	2 years	Richmond	To be advised	
	Kitchen Operations	2 years	Broadmeadows	\$330	
	Tourism	1 year	Broadmeadows	\$380	
	Makeup	2 years	Richmond	\$620 (plus the purchase of additional equipment)	
	Northern College Arts and Technology (NCAT)	Automotive	2 years	Preston	\$350
Building Construction (Carpentry)		2 years	Preston	\$350	
Dance		2 years	Preston	\$400 (Competitions extra)	
Electro Technology (Electrician)		2 years	Preston	\$400	
Engineering		2 years	Preston	\$350	
Furniture Making		2 years	Preston	\$350	
Integrated Technologies		2 years	Preston	\$350 (Fibre Optic certification extra \$200)	
Music Industry		1 year	Preston	\$300	
Music Industry (Sound Production or Performance Stream)		2 years	Preston	\$300	
Musical Instrument Making and Maintenance		2 years	Preston	\$450	
Plumbing		2 years	Preston	\$350	
Retail Cosmetics		1 year	Preston	\$475	
Sport and Recreation		2 years	Preston	\$450 (AFL umpiring and pool lifeguard course extra)	
Visual Arts		2 years	Preston	\$300	
Peter Lalor Vocational College		Community Services	2 years	Lalor	\$430
		Early Childhood Education	2 years	Lalor	\$450
	Events	2 years	Lalor	To be advised*	
	Horticulture	2 years	Lalor	To be advised*	
	Kitchen Operations	2 years	Lalor	\$630	
	Retail Cosmetics	1 year	Lalor	\$500	
	Salon Assistant (Hair)	1 year	Lalor	\$550	

Based on 2017 costs. Confirmed costs for 2018 will be advised later in the year.

* New course for 2018. Cost will be advised later in the year.

Section 4. VET studies (Vocational Education and Training)

VET programs are VET qualifications approved by the VCAA following consultation with schools, industry and training providers. VET programs lead to nationally recognised qualifications, thereby offering students the opportunity to gain both the VCE and a VET qualification. VET subjects develop industry specific and workplace skills.

- VET subjects offered at PVGC are Hospitality, Business, and Creative and Digital Media
- Successful completion of VET subjects over two years provide students with a Certificate II TAFE qualification
- VET subjects cannot be commenced at Year 12.
 - Creative and Digital Media must be commenced in Year 10 and completed in Year 11
 - Hospitality and Business must be commenced in Year 11 and completed in Year 12

Section 5. Mathematics options

5.1 General Information

Students undertaking study in **Mathematics Units 1 & 2** in Year 11 will be able to choose from the following:

Foundation Mathematics	This course is recommended for students who traditionally have found Mathematics challenging. Therefore, it is recommended for students entering VCE needing mathematical skills to support their other VCE subjects including VET studies and who do not intend to undertake Units 3 & 4 studies in VCE Mathematics in the following year. Check with Vocational Education Coordinator for tertiary prerequisites.
General Mathematics	Recommended for students passing Year 10 Mathematics. It prepares students for Further Maths in Year 12 and provides general preparation for employment or further study.
General Mathematics Units and Mathematical Methods Units	Recommended for students wishing to gain grounding in both Further Maths and Maths Methods in Year 12.
Mathematical Methods	Recommended for students averaging C and above in Year 10 Mathematics and those who complete the Year 10 Maths Methods Preparation elective. It is a prerequisite for Mathematical Methods 3 & 4.
Mathematical Methods and Specialist Mathematics Units 1 & 2	This is the most advanced Maths course available. It is recommended for students averaging B or above in Year 10 Maths. It is highly recommended for students wishing to study Specialist Mathematics 3 & 4 and for further study in Mathematics and related disciplines such as Engineering. Students choosing this course will have 10 periods of Maths per week.

5.2 Mathematics Pathways Year 10 -12

Year 10	Year 11 (Units 1 & 2) possible options
1. General <u>or</u> Advanced Maths <u>and</u> doing MMP elective	<ul style="list-style-type: none"> ● Specialist Maths + Maths Methods ● Maths Methods + General Maths ● Maths Methods only ● General Maths only
2. General <u>or</u> Advanced Maths only	<ul style="list-style-type: none"> ● General Maths only ● Foundation Maths only
1. Numeracy Skills only	<ul style="list-style-type: none"> ● Foundation Maths only
Year 11	Year 12 (Units 3 & 4) possible options
1. Specialist Maths <u>and</u> Maths Methods	<ul style="list-style-type: none"> ● Specialist Maths + Maths Methods + Further Maths ● Specialist Maths + Maths Methods ● Maths Methods + Further Maths ● Maths Methods only ● Further Maths only
2. Maths Methods <u>and</u> General Maths	<ul style="list-style-type: none"> ● Maths Methods + Further Maths ● Maths Methods only ● Further Maths only
3. Maths Methods only	<ul style="list-style-type: none"> ● Maths Methods + Further Maths ● Maths Methods only ● Further Maths only
4. General Maths only	<ul style="list-style-type: none"> ● Further Maths only
5. Foundation Maths only	<ul style="list-style-type: none"> ● No Maths

Year 11 2018 – Subject Selection Form

VCE Program

Last Name: _____ First Name: _____

Student Code: _____ Form (2017): _____

Do you intend to study at PVGC in 2018? **YES / NO** (Please circle)

YEAR 10 – SEMESTER 1 RESULTS Complete this table with your Year 10 - Semester 1 results.

Subject	Grade	Subject	Grade	List elective subjects	Grade
English		Maths		Elective 1 -	
Science		Careers, Civics & the Law/History		Elective 2 -	
Physical Education				Elective 3 -	

What career options do you have in mind? _____

COURSE SELECTION Complete this table before your course selection interview.

	Year 11 (2018)	Year 12 (2019)	If you would like to be considered to study a Unit 3 & 4 in 2018, list your subject preferences below and submit a <u>separate</u> Unit 3 & 4 Application Form for each preference (available from your course counsellor) by Friday August 18, 2017	
ENGLISH	English	English		
Subject 2				
Subject 3				
Subject 4				1.
Subject 5				2.
Subject 6		Only 5 subjects studied in Yr. 12	3.	
7 th Back-up preference (Yr. 11 2018)			<ul style="list-style-type: none"> This form must be completed and brought to your course-counselling interview on Tuesday August 15, 2017. Subject selection must be finalised by Friday August 18, 2017. 	
8 th Back-up preference (Yr. 11 2018)				

Student signature: _____ Parent signature: _____ Date: _____

Counselling notes:

Counsellor: _____

Year 11 2018 – Subject Selection Form

VCE Options Program

Last Name: _____ First Name: _____

Student Code: _____ Form (2017): _____

Do you intend to study at PVGC in 2018? **YES / NO** (Please circle)

YEAR 10 – SEMESTER 1 RESULTS Complete this table from your Semester 1 Report

Subject	Grade	Subject	Grade	List elective Subjects	Grade
English		Maths		Elective 1 -	
Science		Careers, Civics & the Law/History		Elective 2 -	
Physical Education				Elective 3 -	

What career options do you have in mind? _____

COURSE SELECTION Complete this table before your course selection interview.

	Year 11 (2018)	Year 12 (2019)
ENGLISH (circle choice)	English OR Foundation English	Students who complete the VCE Options Program have the option of studying VCE or Senior VCAL in Year 12
MATHS (circle choice)	General Maths OR Foundation Maths	
Compulsory Study	Work and Personal Skills	
Compulsory Study	VET Business	
VET Study (see list in handbook)		
VCE Subject (Preference 1)		
VCE Subject (Back-up preference)		

- This form must be completed and brought to your course-counselling interview on **Tuesday August 15, 2017**.
- Subject selection must be finalised by **Friday August 18, 2017**.

Student signature: _____ Parent signature: _____ Date: _____

Counselling notes:

Counsellor: _____