

2021
Year 11
Course 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. 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 involves a two year course in either 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 options program can lead to both a Senior VCAL Certificate *or* the Victorian Certificate of Education

Along with the counselling program, 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. Please feel free to contact staff on the emails below.

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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 and 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, along with parents and 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. VET studies
4. The VCE Options Program
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 2021. *Due to Remote Learning in Term 3 2020 the process may vary slightly.*

1. To assist you in your course counselling, 2021 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](#). Please read through the information in your course counselling package and the descriptions of VCE/VET subjects offered at PVGC. *Further information about specific subjects can also be found in the Learning Area folders on Compass (as above).*
2. *Students are also required to attend the Zoom session scheduled during their English class, where Ms Moloney will provide an overview of Year 11 and the course counselling process. Students are also encouraged to attend the different Learning Area presentations as scheduled to ask specific questions. Please check Compass regularly for details.*
3. *Complete the Insights cycle on Compass and fill in the Subject Selection Form, ready to be discussed, viewed and/or submitted as outlined. Course counselling will be conducted as requested or required.*

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.

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 (including Unit 3 and 4) of an English Study (English/EAL/English Language/Literature)
- at least 3 sequences of Units 3 & 4 other than English

2.3 Outcomes

- Every VCE Unit includes a number of Outcomes and associated 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 School Assessed Coursework and associated work 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. You must achieve a satisfactory result for all outcomes to receive an 'S' for the Unit.

2.4 Studying a Unit 3 and 4 subject in Year 11

Increasingly, students at Pascoe Vale Girls College are undertaking acceleration in their studies. Students have the opportunity to study a Unit 3 and 4 subject in Year 11. The benefits of this pathway include:

- Orientating themselves to get an understanding of the rigours of a Year 12 subject
- Finishing their VCE with six subjects going towards their ATAR
- Greater breadth in their VCE studies
- Students who successfully completed a Unit 1 and 2 subject in Year 10 are encouraged to continue with that VCE study as a Unit 3 and 4 subject in Year 11. Approval will be required based on Unit 1 and 2 results and attendance.

2.5 VCE Subjects offered at PVGC in 2021

VCE Units 1 and 2	VCE Units 3 and 4
Australian and Global Politics	Global Politics
Biology	Biology
Business Management	Business Management
Chemistry	Chemistry
Computing	
Drama	
English	English
English as an Additional Language (EAL)	English as an Additional Language (EAL)
English Language	
Food Studies*	Food Studies*
Foundation Mathematics	
General Mathematics	Further Mathematics
Health and Human Development	Health and Human Development
History	History
Japanese	Japanese
Legal Studies	Legal Studies
Literature	Literature
Mathematical Methods	Mathematical Methods
Media	Media
Music Performance*	Music Performance*
Outdoor and Environmental Studies*	Outdoor and Environmental Studies*
Philosophy	
Physical Education	Physical Education*
Physics	Physics
Product Design and Technology	Product Design and Technology
Psychology	Psychology
Sociology	
Specialist Mathematics	Specialist Mathematics
Studio Arts*	Studio Arts*
Visual Communication Design	Visual Communication Design
<i>*Additional costs apply and must be paid on the course confirmation day in Term 4</i>	

Section 3: VET studies (Vocational Education and Training)

Vocational Education and Training (VET) programs provide students with the opportunity to engage in education and training which may lead to employment and/or further study.

- Successful completion of VET subjects over two years provide students with a Certificate II qualification
- VET subjects cannot be commenced at Year 12. Hospitality and Business must be commenced in Year 11 and completed in Year 12

3.1 VET Studies offered at PVGC

Units 1 and 2	Units 3 and 4	Materials and Administration fee
Business (Year 11)	Business (Year 12)	NA
Hospitality (Year 11)	Hospitality (Year 12)	\$200.00

Section 4. VCE Options Program

The **VCE Options Program** provides students with the opportunity to study a 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 offsite on Wednesdays to study a VET program.

On successful completion of the VCE Options Program students will be awarded 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 in regards to this decision 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. VCAL can help students move from school into work, an apprenticeship or traineeship and/or further study. 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.

4.1 Year 11 VCE Options Program

Students will study the following:

- a. ONE of the following English subjects:
 - VCE Units 1 and 2 English
 - VCAL Literacy

- b. ONE of the following Mathematics subjects:
 - VCE Units 1 and 2 General Mathematics
 - VCE Units 1 and 2 Foundation Mathematics

- c. ONE VCE subject from the options provided

- d. TWO VCAL subjects:
 - Personal Development Skills
 - Work Related Skills

- e. A VET study from the options provided at an external Registered Training Organisation on a Wednesday. For details regarding VET courses available, please refer to the VET course information available from Ms Moloney.

Students will be charged an administration and materials charge for VET subjects. In 2020 these fees were between \$200 and \$600 depending on the chosen course. Course fees are subject to change and will be confirmed later in the year. This charge needs to be paid in Term 4 2020 to confirm enrolment in a VET subject in 2021. 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 VET course cost.

Section 5. Mathematics options

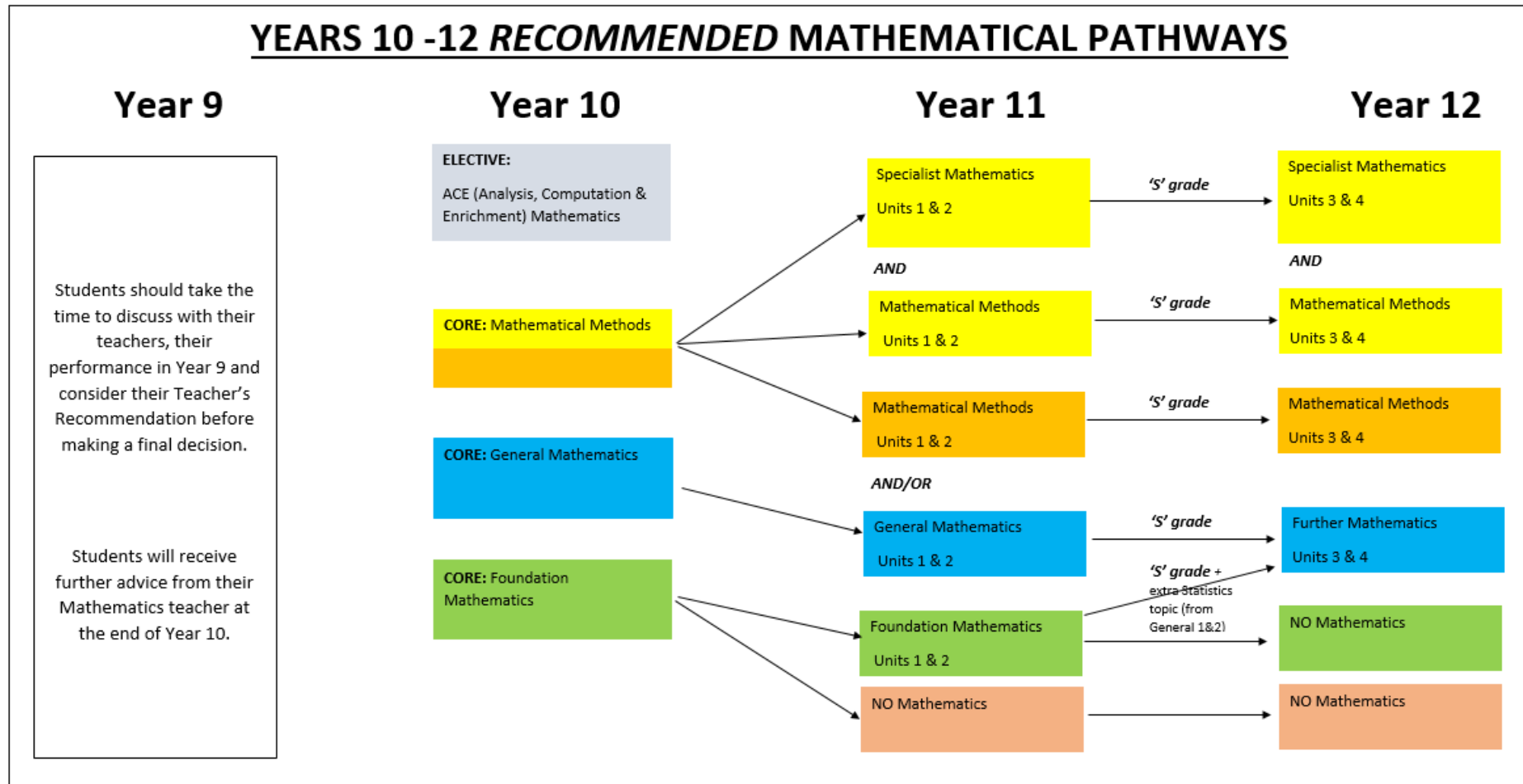
5.1 Subject Information

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

Units 1 & 2 Foundation Mathematics	<p>Foundation Mathematics provides for the continuing mathematical development of students entering VCE and who do not necessarily intend to undertake Unit 3 and 4 studies in VCE Mathematics in the following year.</p> <p>In Foundation Mathematics there is a strong emphasis on the use of mathematics in practical contexts encountered in everyday life in the community, at work and at study. The areas of study for Units 1 and 2 of Foundation Mathematics are 'Space, shape and design', 'Patterns and number', 'Data' and 'Measurement'.</p> <p><i>Students completing this course would need to undertake additional targeted mathematical study in order to attempt Further Mathematics Units 3 and 4.</i></p>
Units 1 & 2 General Mathematics	<p>General Mathematics provides for different combinations of student interests and preparation for study of VCE Mathematics at the Unit 3 and 4 level.</p> <p>The areas of study for General Mathematics Unit 1 and Unit 2 are 'Algebra and structure', 'Arithmetic and number', 'Discrete mathematics', 'Geometry, measurement and trigonometry', 'Graphs of linear and non-linear relations' and 'Statistics'.</p>
Units 1 & 2 Mathematical Methods	<p>Mathematical Methods Units 1 and 2 provide an introductory study of simple elementary functions of a single real variable, algebra, calculus, probability and statistics and their applications in a variety of practical and theoretical contexts. They are designed as preparation for Mathematical Methods Units 3 and 4 and contain assumed knowledge and skills for these units.</p> <p>The areas of study for Mathematical Methods Unit 1 and 2 are 'Functions and graphs', 'Algebra', 'Calculus' and 'Probability and statistics'.</p> <p><i>Mathematical Methods Units 1 and 2 is suitable for more able mathematics students.</i></p>
Units 1 & 2 Specialist Mathematics	<p>Specialist Mathematics Units 1 and 2 provide a course of study for students who wish to undertake an in-depth study of mathematics, with an emphasis on concepts, skills and processes related to mathematical structure, modelling, problem solving and reasoning. This study has a focus on interest in the discipline of mathematics in its own right and investigation of a broad range of applications, as well as development of a sound background for further studies in mathematics and mathematics related fields.</p> <p>The areas of study for Units 1 and 2 of Specialist Mathematics are 'Algebra and structure', 'Arithmetic and number', 'Discrete mathematics', 'Geometry, measurement and trigonometry', 'Graphs of linear and non-linear relations' and 'Statistics'.</p> <p><i>Specialist Mathematics Unit 1 and 2 must be studied in conjunction with Mathematical Methods Units 1 and 2.</i></p>

Please see the following diagram for further clarification on *recommended* Mathematical Pathways

5.2 Mathematics Pathways Year 10 -12



- All Year 10 students must select ONE mathematics pathway (colour) they wish to study for the year. It is assumed that students will follow the course(s) along the arrow (Year 10 through to Year 12) based upon **successful completion** within the current subject **AND Teacher Recommendation**.
- Decisions on Course Selections should be made in consultation* with the Course Counsellors and the Vocation Education Coordinator who can provide the most accurate information regarding: pre-requisites, minimum requirements or combinations for potential entry into various educational institutions.

