

VCE Handbook

2027



Welcome

Curriculum Overview

Welcome to the Victorian Certificate of Education (VCE) course guide for Lakeside College. This handbook has been prepared to assist students and their families in the selection of an appropriate course of study and to provide information about the VCE and VET subjects offered.

All families are urged to study all sections of the course guide. Parents and students should allocate enough time to jointly discuss its contents. It is important that students choose subjects based on their interests, skills and abilities.

We recommend that parents and students are fully aware of the subject prerequisites that may be required for future career or educational pathways. The selection of the appropriate courses for each student is vital and students are encouraged to allocate time to do this properly.

Students should also:

- Discuss careers options and prerequisites with the Careers Practitioner
- Attend University open days
- Attend the VCE information evening.

Duane Vaughan
VCE Coordinator



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Factors to Consider in Choosing Studies

In choosing all studies, students should consider:

- Studies that they like doing and those in which they have an interest
- Studies in which they achieve high grades
- Studies that are pre-requisite studies for their chosen and anticipated tertiary courses

This handbook provides information about pathways in Years 11 and 12 studies and advice on the criteria for the selection of studies. The Study Selection process is organised by both the Head of Secondary School. Students will complete subject forms and complete preferences online. This handbook provides subject details to assist selecting courses of study

Every effort will be made to meet your choice of studies. The College timetable for 2027 will be constructed on the basis of student choices. The College has made a commitment that if a subject is a prerequisite for a university course the subject will run regardless of numbers. Ultimately, availability of courses will be dependent upon a number of factors, including:

- The number of students selecting a study (sufficient numbers are required for subjects to be timetabled)
- Staffing availability
- Timetabling constraints

It is therefore important for students to carefully submit considered choices; however, the final study program is ultimately at the ability and discretion of the College to offer the individualised program.

Above all, it is imperative that in making study selections, all students discuss their options with their parents/guardians and seek advice from the various teachers and staff available to assist them at school.



VCE Requirements

At Lakeside College, students undertake more than the minimum requirements to broaden their VCE program and subsequent career and tertiary course options. Furthermore, undertaking six Unit 3 & 4 sequences can help some students gain a higher Australian Tertiary Admissions Rank (ATAR).

Usually at Lakeside College, students select a total of twenty-three semester length units of study. This involves one VCE Religious Education Unit in Year 11 at least 3 VCE English units and ten other units of study. At Year 12 all students will undertake a English Unit 3 and 4 sequence, plus 4 sequences of Unit 3 and 4 studies as well as Unit 2 Religion and Society. However, some students may be invited to undertake a Unit 1 and 2 study in Year 10 and a Unit 3 and 4 sequence in Year 11, enabling a sixth Unit 3 and 4 sequence at Year 12 or a University Enhancement study at Year 12. Some students may undertake VET studies in the program.

Grounds for undertaking fewer than the usual number of subject sequences will be assessed on an individual basis by the VCE Coordinator, Head of Senior School, Year 11 & 12 Coordinator, and Careers Advisor.



VCE Advanced Placement Program

VCE students may be invited to study at an accelerated level. Year 10 students may be invited to study these they carry into Year 11 as a Unit 3 and 4 sequence. For Year 12 students an accelerated study may be one of the University Enhancement Subjects. For each year level, an invitation to study at an accelerated level will be based on the following criteria:

- Demonstration of sound background of study and achievement in that area of study
- Evidence of very good overall academic results, based on assessment information
- Evidence of sound study and time management practices

Students will be invited in writing to consider taking part in the VCE Advanced Placement Program. Invitations will be issued after careful discussion and consideration by your child's teachers.



Inclusive Education & Planning for Senior School

Lakeside College recognises and values the uniqueness of each individual. The senior years of schooling represent a pathway for students to follow that will enable them to have the knowledge and skills required when they leave school, and for their future endeavours.

Inclusive Education supports many students, including those of Aboriginal and Torres Strait Islander descent, students (and their families) who have sought refuge in Australia and students who are living in an Out of Home Care situation.

This pathway can take different forms and requires consideration of what is the “best fit” for an individual. Educational planning conversations will begin as early as Year 9 for students with a disability, and it is vital that both our Inclusive Education Coordinator and Careers Practitioner be involved with educational planning and career conversations.

Students who have an Individual Education Plan prior to their VCE years will continue to be provided with the individual plan and adjustments as identified and required. Some students may need to apply for VCAA Special Examination Arrangements for the completion of their Year 12 subjects, and the GAT.

Students with a disability and their families can contact and book meetings to discuss aspects of senior educational planning when required. Please do not hesitate to reach out for further advice or support.

Inclusive Support Coordinator
Mrs Deidre Pribbenow



Course Overviews

Victorian Certificate of Education (VCE)

VCE is a well-recognised and valuable acknowledgement of student achievement. Successful completion of the VCE provides students with an opportunity to seek access to tertiary institutions and gives employers insight into a student's ability to manage complex tasks, meet deadlines, and apply knowledge and skills to problems. The main aim of the VCE, and of the College, is to assist students to develop sound working habits so that all VCE studies undertaken are satisfactorily completed.

The Victorian Curriculum and Assessment Authority (VCAA) requires details about the Satisfactory Completion of Outcomes and School Assessed Coursework Tasks for each unit. As part of the requirements set down by the VCAA, policies have been established to ensure correct procedures are carried out in all schools.

Vocational Education and Training (VET)

Each year, some Lakeside College students may enrol in VET courses. VET courses are delivered off-campus through providers such as Federation Training, Chisholm Institute, and accredited secondary colleges. VET courses incur an additional fee. Contact the VCE/VET Coordinator to determine the individual costs of VET courses.

Students undertaking any sort of traineeship as part of their work – including training through workplaces such as Certificate III in Hospitality or Retail at McDonald's, KFC or Subway – should inform the VET Coordinator, as these traineeships may count as credits towards their VCE.

Distance Education

Courses offered through Virtual School Victoria are available to Lakeside College students when a subject is not offered at the College, or when two subjects a student wishes to study are timetabled in the same block.

Students are encouraged to maintain regular contact with their Distance Education teacher. A school-appointed Distance Education Coordinator is available to support students. All work related to Distance Education, including languages, must be submitted by the due date. When corrected work is returned to the school, students may collect it from the Distance Education Coordinator.



VCE Attendance

All VCE students are expected to attend all timetabled classes, excursions and assemblies, and always be punctual. Students who are consistently absent or late cannot possibly meet the requirements for satisfying the achievement of the Key Knowledge and Key Skills required under VCAA guidelines.

- Students who have attended less than 80% of scheduled classes will be deemed not to have attended sufficient classes to allow teachers to verify satisfactory understanding of the outcomes and therefore receive an N result for the unit.
- Absences normally will require a medical certificate

It is vital that parents and guardians are aware of all absences from class. If a student is absent during a scheduled assessed task, the subject teacher should be notified immediately of this absence, and a medical certificate is required upon the student's return to school. The student will be required to complete an application to sit a supplementary SAC.

Each request for supplementary SAC arrangements will be considered on its merits, and approval of the request will be at the discretion of the subject teacher in consultation with the VCE Coordinator. Please note that if a student is absent for a non-approved reason on the day of a SAC, they will receive a zero for the SAC and will be required to complete the SAC for satisfactory achievement.

- All signed notes and medical certificates must be lodged with the VCE Coordinator.
- All student absences must be approved by parents or guardians.



VCE Attendance

Types of Absences Approved:

- Bereavement: Funeral or significant personal loss.
- Attendance at weddings or significant family events: Application to be sought at least 10 days prior to the event.
- National and state level sporting tournaments: Letter from the organisation outlining the commitment and an extended absence application completed.
- Film and TV work: Student absence and learning plan to be completed in consultation with subject teachers.
- TAFE/VET classes: Proof of enrolment required. All missed classwork must be completed.
- Religious Observances: Communication with VCE Coordinator, College Administration and subject teachers required.
- Medical, Dental, Rehabilitation or Mental Health Appointments: Medical certificates or a parent letter required.

Types of Absences Not Approved:

- Driver's Licence Appointments may be approved if applied for in advance and no assessments are being held on that day.
- Employment or work shifts will not be considered a reasonable excuse for an approved absence,
- Holidays during school time are not approved absences. SACs missed due to holidays will be assessed as Satisfactory or Not Satisfactory and will not be given a mark due to the need for equity and fairness and the difficulty involved in rescheduling assessments. This is a serious matter in Unit 3 and 4 studies and may affect Study Scores and the student's ATAR.



VCE Assessment

Unit 1 & 2 Assessment Tasks

Assessment tasks are specific activities that contribute to a final grade for a subject. Units 1 & 2 assessment tasks are set by the school and contribute to the achievement standard – satisfactory or not satisfactory – that is reported to the VCAA. These tasks will be graded, with results posted on our learning management system and in student reporting as satisfactory or not satisfactory.

Part of the assessment of all Units 1 & 2 subjects is a formal examination conducted towards the end of each semester. This examination addresses all areas of study covered in that unit and is conducted during an Examination Week in Terms 2 and 4.

SACs (School Assessed Coursework) consist of several assessment tasks that individually contribute a significant amount to the total mark in that study. Specific details of the task will be provided at least two weeks before the day of the assessment.

Unit 3 & 4 School Assessed Coursework (SAC)

SACs allow the teacher to rank an individual student's performance in relation to other members of the class. At Units 3 & 4, VCAA provides teachers with specific assessment criteria and a marking structure. Each SAC represents a significant component of the total school-based mark for that study. Note: a not satisfactory result can be redeemed to satisfactory, but the score for the SAC remains and is reported to the VCAA.

Authentication

Unacknowledged resources (plagiarism) are a serious infringement of VCAA and school policy. All SACs must be clearly the student's own work and must be completed on time and to the standards required in the relevant Study Design and as outlined by Lakeside College staff members.

Students must ensure that any SAC work (planning or final copies) is submitted directly to the subject teacher.

- Students must ensure that all work submitted by them is their own.
- They must acknowledge all resources used, including text and source material, and the names and status of the person/s who helped, as well as the type of assistance received.
- Students must not accept undue assistance from any person, including a tutor's work. Undue assistance includes using or copying another person's work or resources without acknowledgement, providing actual adjustments or improvements to a student's work, or dictating or directing a student to insert text.

The issue of copying and plagiarism, and the consequences thereof, are clearly spelled out by the VCAA and may result in an 'N' assessment result.



Changing Subjects

There may be times throughout the year when a student needs to reassess their program and its direction. Any changes to study selection must be discussed fully with parents, Careers Practitioner, teachers and the VCE Coordinator.

A Change of Subject Request Form will need to be completed and signed before a change may occur. This generally involves changing from one study to another.

Students will not be permitted to change a subject after three weeks from the beginning of the course.

Course changes are offered at key times throughout the year. These are communicated to students.

- At the beginning of the year, students are given an opportunity to make changes to both Unit 1 and 3 subjects for a period of no more than 3 weeks. After this time, students are unable to change courses.
- Mid-year changes can be made between Unit 1 and 2 subjects only. Students cannot change Unit 3 or 4 subjects.
- At the end of the school year for the following year, subject change requests can be made during 'Course Confirmation' appointments, prior to the end of the 'Head Start' program.



Home Learning

Home Learning remains an essential part of the teaching and learning process. Students are expected to complete all home learning tasks by the due dates. Students are encouraged to use a diary to record all home learning tasks in order to manage their home learning time effectively. Students are also encouraged to make use of appropriate electronic assistants to manage their school-related activities.

As a guide, home learning should involve the following averaged times distributed across the subjects being studied:

- Year 10: at least 1 ½ hours per day
- Year 11: at least 2 hours per day
- Year 12: at least 3 hours per day



Curriculum Overview

The VCE curriculum offered at Lakeside College includes the following units of study.

Units 1 & 2	Units 3 & 4
Accounting	3 & 4 Accounting in 2028
Applied Computing	3 & 4 Applied Computing in 2028
Art: Making and Exhibiting	Art: Making and Exhibiting
Biology	Biology
Business Management	Business Management
Chemistry	Chemistry
Economics	Economics
English	English
English Language	English Language
German (Languages)	German (Languages)
Geography	Geography
Health and Human Development	Health and Human Development
History: Modern History	History: Revolutions
Legal Studies	Legal Studies
Music	Music
	Mathematics: Foundation
Mathematics: General	Mathematics: General
Mathematics: Methods	Mathematics: Methods
Mathematics: Specialist	Mathematics: Specialist
Physical Education	Physical Education
Physics	Physics
Psychology	Psychology
Unit 1 Religion and Society	Unit 2 Religion and Society
Visual Communication	Visual Communication



Links to Study Design & Supporting Materials

Area of Study	Links to Units 1-4
Religion and Society	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/religion-and-society/vce-religion-and-society
Biology	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/biology/biology
Business Management	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/business-management/vce-business-management
Chemistry	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/chemistry/chemistry
English	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/english-and-english-additional-language/english-and-english-additional-language-eal
English Language	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/english-language/english-language
German (Languages)	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/languages/german/german
Health and Human Development	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/health-and-human-development/health-and-human-development
Art: Making and Exhibiting	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/art-making-and-exhibiting/vce-art-making-and-exhibiting
Music	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/music/music
Visual Communication	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/visual-communication-design/visual-communication-design



Links to Study Design & Supporting Materials

Area of Study	Links to Units 1-4
History: Modern & Revolutions	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/philosophy/history-revolutions/revolutions
Legal Studies	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/legal-studies/legal-studies
Geography	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/geography/geography
Economics	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/economics/vce-economics
Accounting	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/accounting/accounting
Applied Computing	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/applied-computing/applied-computing
All Mathematics Subjects	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/general-mathematics/vce-general-mathematics
Physical Education	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/physical-education/physical-education
Physics	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/physics/physics
Psychology	https://www.vcaa.vic.edu.au/curriculum/vce-curriculum/vce-study-designs/psychology/vce-psychology
Department Accredited VET Course Listing	https://www.vic.gov.au/department-accredited-vet-courses