

# Application for enrolment in Vietnamese Second Language Units 3 and 4 in 2021

## COLLECTION NOTICE

The Victorian Curriculum and Assessment Authority (VCAA) is a statutory authority continued under the *Education and Training Reform Act 2006 (Vic)*. The VCAA collects the information requested in this form, which includes personal information within the meaning of the *Privacy and Data Protection Act 2014 (Vic)*, for the purpose of facilitating an application for a student to enrol in Vietnamese Second Language (VSL). The personal information collected in this form, including any attachments, will be disclosed to and used by relevant VCAA employees and/or contractors for and in connection with the abovementioned purpose. The personal information collected will not otherwise be used or disclosed by the VCAA, except with the consent of the individual, or if the VCAA is required or otherwise permitted by law to do so. When an individual's personal information is provided to the VCAA by a third party, the VCAA requests that the individual is made aware their personal information will be or has been provided to the VCAA, the purpose for which it will be or was provided and to whom it will be or is likely to be disclosed. If the requested personal information is not provided, the application will not be processed. An individual may request access to personal information the VCAA holds about them, if any, and request its correction if inaccurate. To do so, please contact VCAA Student Records and Results Unit on (03) 9032 1742. The VCAA Privacy Policy can be found at: [www.vcaa.vic.edu.au/Footer/Pages/Privacy.aspx](http://www.vcaa.vic.edu.au/Footer/Pages/Privacy.aspx)

The application should be submitted by **Friday 16 October 2020** to **Student Records and Results Unit** via email to [student.records@education.vic.gov.au](mailto:student.records@education.vic.gov.au) or by fax to **(03) 9032 1591**.

The application is to be completed by all students who wish to enrol in Vietnamese Second Language Units 3 and 4 in 2021 and must be returned to the home school for the required endorsement by the principal or delegate.

**If the information supplied in this application is found to be incorrect, the applicant's eligibility for Vietnamese Second Language enrolment will be denied.**

**Please print clearly and in CAPITAL LETTERS.**

VCAA Student number             Female  Male  Gender X (undefined)

## SECTION 1: PRINCIPAL OR DELEGATE DECLARATION

To be completed by the principal or delegate of the home school for this student.

I certify that the student has read a copy of the eligibility criteria for Vietnamese Second Language Units 3 and 4, and that the information attached is true and correct to the best of my knowledge.

This student is recommended as eligible / not eligible for enrolment in Vietnamese Second Language. (Please circle eligibility status.)

Principal or delegate name

Principal or delegate signature  Date  /  /

Home school

VCAA school code

Assessing school

VCAA school code

## SECTION 2: CERTIFICATION BY STUDENT AND PARENT/GUARDIAN

Please complete the following checklist about the information you have provided before you sign this declaration.

**Part 1**  I understand that I may be asked to supply proof of my residence in any country and proof of my education in a language other than Vietnamese. If you require translation, contact the National Accreditation Authority for Translators and Interpreters (NAATI) website: [www.naati.com.au](http://www.naati.com.au) and email: [infovic@naati.com.au](mailto:infovic@naati.com.au).

To expedite the processing of this application I have attached the proof to this form.  
 (If the VCAA does not have clear information about the educational background or period of residence of the applicant, the processing of the application will be delayed.)

**Part 2**  I certify that the following information is correct to the best of my knowledge.

Student surname

Student first name

Student signature  Date  /  /

**Part 3**  I certify that the following information is correct to the best of my knowledge.

Parent/Guardian surname

Parent/Guardian first name

Parent/Guardian signature  Date  /  /

### SECTION 3: STUDENT'S PERSONAL INFORMATION

Country of birth

Date of arrival in Australia (if born overseas)  /  /

Date of birth  /  /

Age on arrival in Australia (if born overseas)  years  months

Documents provided:  Passport  Birth certificate  Other (please specify)

Have you ever studied in a school where the medium of instruction was Vietnamese?  Yes  No

Which of the following best describes your VCE enrolment in 2021? (tick one only)

Full-time Year 12  Full-time Year 11  Other (Please specify)

### SECTION 4: EDUCATION AND RESIDENCE HISTORY

Please describe each year of your schooling, including part-years, using the spaces provided below. Please complete each box. Where you have no information to put in a box, write 'NIL'.

In Column 5 you are asked about the language of instruction at your full-time day school. This means the language most commonly used by teachers during classes. If you have studied overseas, you are required to support your application with documentation that demonstrates the period/s of time you have not been educated through the medium of Vietnamese language. Acceptable documentation includes school reports, an official letter from the school or a statement from the Ministry of Education in the state or country where you attended school.

**Non-attendance or absence from school in any year, or part-year, will not be accepted as grounds for eligibility unless accompanied by official documentation (evidence may be a statement from a local education authority or other formal source).**

Name of school providing the report:

*All supporting documentation must be in English or translated into English by a recognised translation authority.*

Month/Year (1)	Country of residence (2)	Name of your full-time day school (3)	Grade level (4)	Language of school instruction (5)
/2020				
/2019				
/2018				
/2017				
/2016				
/2015				
/2014				
/2013				
/2012				
/2011				
/2010				
/2009				
/2008				
/2007				
/2006				