2019 HSC checklist and reminders

For senior executives, head teachers, teachers, students and parents/carers.

Pattern of study checklist

Students who will complete the HSC in 2019 should meet the following pattern of study requirements:

[ ]  at least 12 units of Year 11 courses and

[ ]  at least 10 units of Year 12 courses.

Check that both patterns include:

[ ]  at least 6 units of Board Developed Courses

[ ]  at least 2 units of a Board Developed Course in English

[ ]  at least 3 courses of 2 units value or greater (either Board Developed or Board Endorsed courses)

[ ]  at least 4 subjects

[ ]  a maximum of 6 Year 11 units and 7 Year 12 units from courses in science, where science is included.

Refer to:

ACE 8005: [Pattern of study for the Higher School Certificate](https://ace.nesa.nsw.edu.au/ace-8005)

ACE 8006: [Pattern of study for Higher School Certificate Science](https://ace.nesa.nsw.edu.au/ace-8006)

Also check the pattern of study to ensure:

[ ]  students meet eligibility requirements for English EAL/D and languages (see page 2)

[ ]  students have completed ‘HSC: All My Own Work’ (or its equivalent) (see page 2)

[ ]  there are no exclusions in the course combinations (see page 2)

[ ]  students seeking an ATAR meet eligibility requirements (see page 3)

[ ]  Board Endorsed Courses (BEC) have current endorsement.

Please note information on:

[ ]  new school-based assessment and reporting requirements (see page 3)

[ ]  students with disability (see page 4).

Refer to:

School BEC decision letters or check BEC decisions via [Schools Online](https://bosho.boardofstudies.nsw.edu.au/links/schoolsonline.html)

[Syllabuses A-Z](http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/Understanding-the-curriculum/syllabuses-a-z) for course descriptions of relevant syllabuses

HSC: All My Own Work

To be eligible for the HSC, students must complete the program ‘HSC: All My Own Work’ (or its equivalent) before they submit any work for Year 11 or Year 12 courses, unless they are only entered for Year 11 and Year 12 Life Skills courses. This includes students who are entered for Stage 6 Board Endorsed Courses or Board Developed VET courses.

If a student with disability has difficulty accessing the program ‘HSC: All My Own Work’, the school should devise an appropriate equivalent program if the student is undertaking a Year 11 or Year 12 course that is not a Life Skills course.

Refer to:

ACE 8006: [Eligibility requirements for the Higher School Certificate](https://ace.nesa.nsw.edu.au/ace-8004)

NESA: [HSC All My Own Work program](http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/hsc-all-my-own-work)

Eligibility for English EAL/D and languages

Check that students meet eligibility requirements and have completed the NESA eligibility form, and that all documentation is retained by the school for:

[ ]  English EAL/D

[ ]  Continuers courses in those languages which also offer [Language] in Context courses and [Language] and Literature courses

[ ]  Beginners courses

[ ]  [Language] in Context courses.

Refer to:

ACE 8007: [Entry requirements for the HSC English as an additional language or dialect (EAL/D) course](https://ace.nesa.nsw.edu.au/ace-8007)

NESA: [Eligibility for Stage 6 Languages courses](http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/stage-6-languages/eligibility)

ACE 8002: [Eligibility for Stage 6 Languages courses criteria](https://ace.nesa.nsw.edu.au/ace-8002)

Exclusion of course combinations

Some course combinations are excluded by NESA as stated in the course descriptions, under ‘exclusions’. Check for NESA exclusions of course combinations for:

[ ]  Board Developed Courses (BDCs)

[ ]  Content Endorsed Courses

[ ]  TAFE delivered VET HSC Courses

[ ]  Board Endorsed Courses (BECs).

Refer to:

ACE 8011: [Exclusions for HSC courses: Industrial Technology, Languages, Mathematics, Science, Studies of Religion](https://ace.nesa.nsw.edu.au/ace-8011)

ACE manual exclusions index: [Exclusions](https://ace.nesa.nsw.edu.au/higher-school-certificate/course-delivery/exclusions)

[Syllabuses A-Z](http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/Understanding-the-curriculum/syllabuses-a-z) to access the most up to date information on exclusions included with each course description.

New school-based assessment and reporting requirements

The ‘Assessment and Reporting’ documents for each syllabus outline the mandatory components and weightings for new school-based assessment requirements for BDCs.

In addition, school-based assessment:

|  |  |
| --- | --- |
| Year 11 (commenced Term 1 2018) | Year 12 (commence Term 4 2018) |
| [ ]  must be capped at **3** tasks | [ ]  must be capped at **4** tasks |
| [ ]  may only include **1** formal written examinationMathematics courses may include 1 - 2 formal written examinations | [ ]  may only include **1** formal written examination |

English Studies and Mathematics Standard 1

From 2019, NESA credentials will use grades to report student achievement in school-based assessment for the Year 12 English Studies and Mathematics Standard 1 courses.

[ ]  To award grades, use the new [English Studies Achievement Level Descriptions](http://www.educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/stage-6-english/english-studies-2017/achievement%20-level-descriptions) and [Mathematics Standard 1 Achievement Level Descriptions](http://www.educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/stage-6-mathematics/mathematics-standard-2017/achievement%20-level-descriptions).

[ ]  Upload Year 12 work samples in Schools Online (for grade monitoring purposes).

[ ]  For the optional HSC examinations, enter students separately and submit an estimated examination mark.

ATAR eligibility

Students seeking an Australian Tertiary Admission Rank (ATAR) in 2019 must complete at least 10 units of BDCs for which there are formal examinations conducted by NESA, including:

[ ]  at least 2 units of English

[ ]  at least 8 units of Category A courses.

Only 2 units of Category B courses can contribute to an ATAR. Students must sit the optional HSC examination for the Category B course to contribute to the ATAR. Note that both English Studies and Mathematics Standard 1 are Category B courses. Courses completed must include at least 3 BDCs of 2 units or greater and at least 4 subjects. Refer to the list of Category A and Category B courses published on the UAC website.

Students studying English Studies and seeking an ATAR must sit the optional HSC examination. A student can sit the optional HSC examinations in both English Studies and Mathematics Standard 1, but in this case only the English Studies examination will contribute to the ATAR. Life Skills Courses, Board Endorsed Courses and Content Endorsed Courses, including VET Board Endorsed Courses, do not satisfy requirements for the ATAR.

Refer to:

[UAC](https://www.uac.edu.au/) in particular: [HSC courses that can be used in the ATAR calculation](https://www.uac.edu.au/future-applicants/atar/atar-courses)

Syllabus documents for [English Studies](http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/stage-6-english) and [Mathematics Standard 1](http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/stage-6-mathematics)

Students with disability

Identifying and responding to the personalised learning and support needs of students with disability should be addressed through a collaborative planning process and should not be reliant on requests for support from the student, parents or carers. Planning should include course options, provision of reasonable adjustments and HSC disability provisions and be an ongoing process. Adjustments should enable equitable participation in the full range of education activities. The NESA website provides information about [HSC disability provisions](http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/disability-provisions), including the application process and the due date in Term 1.

Students with disability can meet the requirements for the award of the HSC by undertaking a combination of Board Developed Courses, Board Endorsed Courses and/or Stage 6 Life Skills Courses. Principals will be required to certify on the Year 11 and Year 12 entry forms that enrolment of a student in any Life Skills Courses for Stage 6 is the result of a collaborative planning process that addresses the student’s transition from school to adult life.

Refer to:

ACE: [Studying HSC Life Skills courses](https://ace.nesa.nsw.edu.au/studying-hsc-life-skills-courses)

NESA: [Disability Provisions](http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/disability-provisions)

Reminders

[ ]  Schools are responsible for overseeing the delivery of courses by outside tutors (defined in ACE 8060) and external providers (including VET courses).

[ ]  Ensure that NESA requirements are met:

* + for commencement of Year 11 and Year 12 courses
	+ for credit transfer and recognition of prior learning
	+ for accumulation, acceleration and repeating
	+ for satisfactory completion and non-completion of courses.

[ ]  Additional departmental curriculum requirements in the [policy standards](https://education.nsw.gov.au/policy-library/policies/curriculum-planning-and-programming-assessing-and-reporting-to-parents-k-12) (e.g. Life Ready, religious education, physical activity including sport) or conditions of enrolment at individual schools are not requirements for NESA HSC credentialing.

[ ]  Consider the wellbeing of students when formulating assessment schedules including trial examinations, particularly in consideration of the completion of major works and performance examinations.

Refer to:

ACE: [Course commencement](https://ace.nesa.nsw.edu.au/higher-school-certificate/course-delivery/commencement-of-preliminary-and-hsc-courses)

ACE 8060: [study with an outside tutor](https://ace.nesa.nsw.edu.au/ace-8060)

ACE 8061: [study with an external provider](https://ace.nesa.nsw.edu.au/ace-8061)

ACE: [Credit transfer and recognition of prior learning](https://ace.nesa.nsw.edu.au/higher-school-certificate/credit-transfer-and-recognition-of-prior-learning)

ACE: [Accumulation, accelerating and repeating](https://ace.nesa.nsw.edu.au/higher-school-certificate/pathways)

ACE: [Satisfactory completion and non-completion](https://ace.nesa.nsw.edu.au/higher-school-certificate/satisfactory-completion-non-completion-leave)