



ATWELL COLLEGE

Year 12

Course Selection Handbook

Edition 2022

Independent Public School

Transition to Year 12

Making the transition to Year 12 is an exciting opportunity for our Year 11 students to continue in shaping their future in an increasingly connected world. We are seeing new technology disrupt the traditional concept of an orderly career progression, meaning students need tools for lifelong learning as they adapt to the new career mind-set. This is part of our focus to provide courses that will engage our students in a relevant programme that links directly to post-school training, further education or employment. Whether that pathway is the Australian Tertiary Admission Rank (ATAR), Vocational Education Training (VET) or General, there is something for everyone. We are committed to having all our students achieve the Western Australian Certificate of Education (WACE) through successful completion of their studies in Year 12, ultimately improving their longer-term employment prospects, earning capacity and strengthening their career development.

Year 11 students should use this handbook as a guide of the courses available and other vital information necessary to make informed choices for continuing to Year 12 at Atwell College.

The Year 12 Course Selection Handbook summarises what you need to know about the Western Australian Certificate of Education (WACE) in preparation for Years 12 and beyond. It contains information on:

- Pathways
- Courses and course units
- Vocational Education and Training (VET)
- Requirements to achieve the WACE

Note:

Atwell College makes every effort to accommodate students first six course choices; however, an insufficient number of students choosing a course or gridline clashes may result in some students having to be placed in their reserve courses, so it is important students carefully consider their selections.

It is *your* responsibility to ensure that your selections qualify you for any future course or desired career and that these units are appropriate, given your previous achievement and attendance patterns.

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Information regarding Year 12 Charges 2022

Course costs within this handbook are indicative and will be confirmed when the Contributions and Charges are approved by the College Board. Parents will be advised before the end of Term Four 2021.

There are no maximum charges set by the State Government. Charges the College has set for the courses are **compulsory** and will depend on the course chosen. Some specific courses will incur higher costs dependent on such items as text, subject-specific resources, materials, excursions, Certificates and work placement.

50% payment is required to confirm placement in selected courses with the exemption of students involved in Work Placement, who must pay all required associated fees before commencement of work placement.

Students offered selected off-site programmes delivered by external providers such as Certificates will be invoiced by the external providers.

Payment Timeline

- 50% of compulsory payment due by Friday 28 January 2022. Balance of payment due by the end of Term One 2022.
- Work Placement: Payment due before commencement of work placement
- Offsite: Parents invoiced directly by provider

Payment Options the College offers

Cash/Cheque/EFTPOS/Credit Card at Atwell College Reception Administration Building

Direct Deposit to Atwell College

Account Name:	Atwell College
BSB:	066-040
Account Number:	19900946
Reference:	Student's Name



Click the icon or visit: [Atwell College Website Payments](#)

Western Australian Statement of Student Achievement (WASSA)

The WASSA is issued to each student at the completion of Year 12. The WASSA lists all courses and programmes that a student has completed, and the grades and marks achieved.

The WASSA formally records, as relevant:

- achievement of WACE requirements
- achievement of the literacy (reading and writing) standard
- achievement of the numeracy standard
- achievement of any exhibitions and awards
- school grades, school marks and combined scores in ATAR courses
- school grades and school marks in General and Foundation courses
- completed Preliminary units •completed VET industry specific courses
- successfully completed VET qualifications and VET units of competency
- completed endorsed programmes
- number of community service hours undertaken (if reported by the school)

Western Australian Certificate of Education (WACE)

The WACE is awarded by the School Curriculum and Standards Authority (the Authority) when students successfully meet the WACE requirements.

Achievement of the WACE acknowledges that at the end of compulsory schooling, students have achieved or exceeded the required minimum standards in an educational programme that has suitable breadth and depth.

To meet the WACE achievement requirements, **students must:**

- demonstrate a minimum standard of literacy and a minimum standard of numeracy
- complete a minimum of 20 units, or equivalents as described below
- complete
 - at least four Year 12 ATAR courses***OR**
 - at least five Year 12 General courses ** and/or ATAR courses or equivalent***OR**
 - a Certificate II *** (or higher ****) VET qualification in combination with ATAR, General or Foundation courses.

* In the context of ATAR courses in the WACE, the term 'complete' requires a student to sit the ATAR course examination or has an approved sickness/misadventure application for not sitting the examination in that course. Students who do not sit the ATAR course examination will not have a course mark or grade recorded on their WASSA, nor will they receive an ATAR course report. The pair of units will not contribute to any WACE requirements.

Note: for ATAR courses with practical components, students must complete both the written and practical examinations.

** Foundation courses do not contribute to meeting the WACE achievement requirement with this option. Students taking Foundation courses must complete a Certificate II or higher.

*** In the context of VET in the WACE, the term 'complete' requires that a student has been deemed competent in all units of competency that make up a full qualification.

**** The partial completion of a Certificate III or higher VET qualification may meet this requirement according to predetermined criteria (see the WACE Manual for further information).

WACE requirements 2021 and beyond

1	<p>General requirements</p> <p>You must:</p> <ul style="list-style-type: none"> • demonstrate a minimum standard of literacy (reading and writing) and a minimum standard of numeracy • complete a minimum of 20 units, or equivalents • complete <ul style="list-style-type: none"> ▪ at least four Year 12 ATAR courses OR ▪ at least five Year 12 General courses and/or ATAR courses or equivalent OR ▪ a Certificate II (or higher) VET qualification in combination with ATAR, General or Foundation courses.
2	<p>Literacy and numeracy standard</p> <p>For the WACE literacy and numeracy standard you may:</p> <ul style="list-style-type: none"> • pre-qualify through achieving Band 8 or higher in the reading, writing and numeracy tests of the Year 9 National Assessment Program – Literacy and Numeracy (NAPLAN), or; • demonstrate the minimum standard of literacy and numeracy by successfully completing the relevant components of the Online Literacy and Numeracy Assessment (OLNA) in Year 10, 11 or 12.
3	<p>Breadth and depth</p> <p>You must complete a minimum of 20 units, which may include unit equivalents attained through VET and/or endorsed programs. This requirement must include at least:</p> <ul style="list-style-type: none"> • a minimum of ten Year 12 units, or the equivalent • four units from an English course, post-Year 10, including at least one pair of Year 12 units from an English learning area course • one pair of Year 12 units from each of List A (arts/languages/social sciences) and List B (mathematics/science/technology) subjects.
4	<p>Achievement standard</p> <p>You must achieve at least 14 C grades or higher (or equivalents) in Year 11 and Year 12 units, including at least six C grades (or equivalents) in Year 12 units.</p>
5	<p>Unit equivalents</p> <p>Unit equivalents can be obtained through VET qualifications and/or endorsed programs. The maximum number of unit equivalents available through VET and endorsed programs is four Year 11 units and four Year 12 units with a maximum of four units with endorsed programs – two in Year 11 and two in Year 12.</p>

WACE Courses

There are four types of courses developed by the Authority.

1. **ATAR** course units for students who are aiming to enrol in a university course direct from school. These courses will be examined by the Authority and contribute to the achievement of an Australian Tertiary Admission Rank (ATAR).
2. **General** course units for students who are aiming to enter further training or the workforce directly from school. These courses will not be examined by the Authority.
3. **VDSS** - VET Delivered to Secondary Students courses for students who are aiming to enter further training or the workforce directly from school. VDSS courses have been developed in close consultation with WA Industry Training Councils and include a full, nationally-recognised qualification and mandatory industry-related workplace learning.
4. **Preliminary** course units for those who may need modification to the curriculum to meet their special needs. Preliminary courses do not contribute to the achievement of a WACE.

There are two types of programmes which can also contribute to the WACE:

1. VET programmes

VET qualifications are for students wishing to participate in nationally recognised training. All VET qualifications require registered training organisation (RTO) delivery, assessment and quality control under the relevant VET regulatory body. A Certificate II or higher is one option for helping to meet the WACE requirements. VET credit transfer can contribute up to eight of the 20 units you need to achieve your WACE. These qualifications contribute to the WACE as unit equivalents.

2. Endorsed programmes

These programmes provide access to areas of learning not covered by WACE courses or VET programmes and contribute to the WACE as unit equivalents. Endorsed programmes may replace up to two Year 11 course units and two Year 12 course units you need to achieve your WACE.

Endorsed programmes can be delivered in a variety of settings by schools, community organisations, universities, training organisations and workplaces. The list of endorsed programmes is available on the Authority website [here](#).

You can mix and match these options to provide yourself with the best platform to meet the requirements to achieve your WACE – and for life beyond school.

In Year 11, you have the opportunity to choose what you will study in Year 12.

Multiple pathways to achieve the WACE

The WACE breadth and depth of study requirement previously outlined, specifies that students must complete a minimum of 20 units (10 courses) during Years 11 and 12, including a minimum of 10 Year 12 units or equivalents. Students may use ATAR courses, General courses, VDSS courses, Foundation courses (but not Preliminary courses), VET programmes, or endorsed programmes to meet this requirement.

There are limits to the number of VET programmes (not VDSS) and endorsed programmes that may contribute to achievement of the WACE. In summary, students can gain unit equivalence of up to four Year 11 units and four Year 12 units based on completed VET programmes and endorsed programmes but a maximum of four units from endorsed programmes.

The following are examples of some study options for students. They do not represent the minimum requirements to achieve a WACE which are previously described.

Examples of study options

Year of Study	ATAR	General	Foundation	Cert II + (unit equiv)	Endorsed (unit equiv)	Unit Equiv	ATAR Eligible	WACE Eligible
11	6	-	-	-	-	12	Y	Y
12	6	-	-	-	-	12		
11	4	2	-	-	-	12	Y	Y
12	4	1	-	-	1	11		
11	3	1	-	-	2	10	Y	Y
12	4	2	-	-	-	12		
11	2	3	-	-	-	10	N	Y
12	1	4	-	-	1	11		
11	-	5	-	-	1	11	N	Y
12	-	5	-	-	1	11		
11	-	4	2	-	-	12	N	N*
12	-	3	2	-	-	10		
11	-	2	2	2	1	11	N	Y
12	-	2	1	2	-	10		
11	1	2	-	4	-	10	N	Y
12	1	2	-	4	-	10		

Note

*Requires Certificate II

Calculation of an ATAR may be affected by conditions set by TISC (see Undergraduate Admission Requirements for School Leavers on the TISC website:

<http://www.tisc.edu.au/static/guide/admission-req-sleaver.tisc>).

WACE Achievement

WACE courses are grouped into List A (arts/languages/social sciences) and List B (mathematics/science/technology). Students studying for a WACE are required to select at least one Year 12 course from each of List A and List B.

You are able to select across a range of course units at a range of cognitive levels to suit your skills and post-school aspirations. If you think you will be heading to university once you finish Year 12, you should enrol in at least four ATAR courses to be eligible for an ATAR. The rank is used by universities as a selection mechanism. More information about ATAR is available on the TISC website [here](#).

Each course has four units – Unit 1 and Unit 2 (Year 11 units) and Unit 3 and Unit 4 (Year 12 units). Unit 1 and Unit 2 **can** be studied as a pair (except VDSS which are paired), Unit 3 and Unit 4 **must** be studied as a pair.

Unlike other WACE courses, VDSS course units are paired in both the Year 11 (Unit 1 and Unit 2) and the Year 12 (Unit 3 and Unit 4) syllabuses. A student who withdraws from a VDSS course after only one semester will not receive VDSS course unit credit for that academic year.

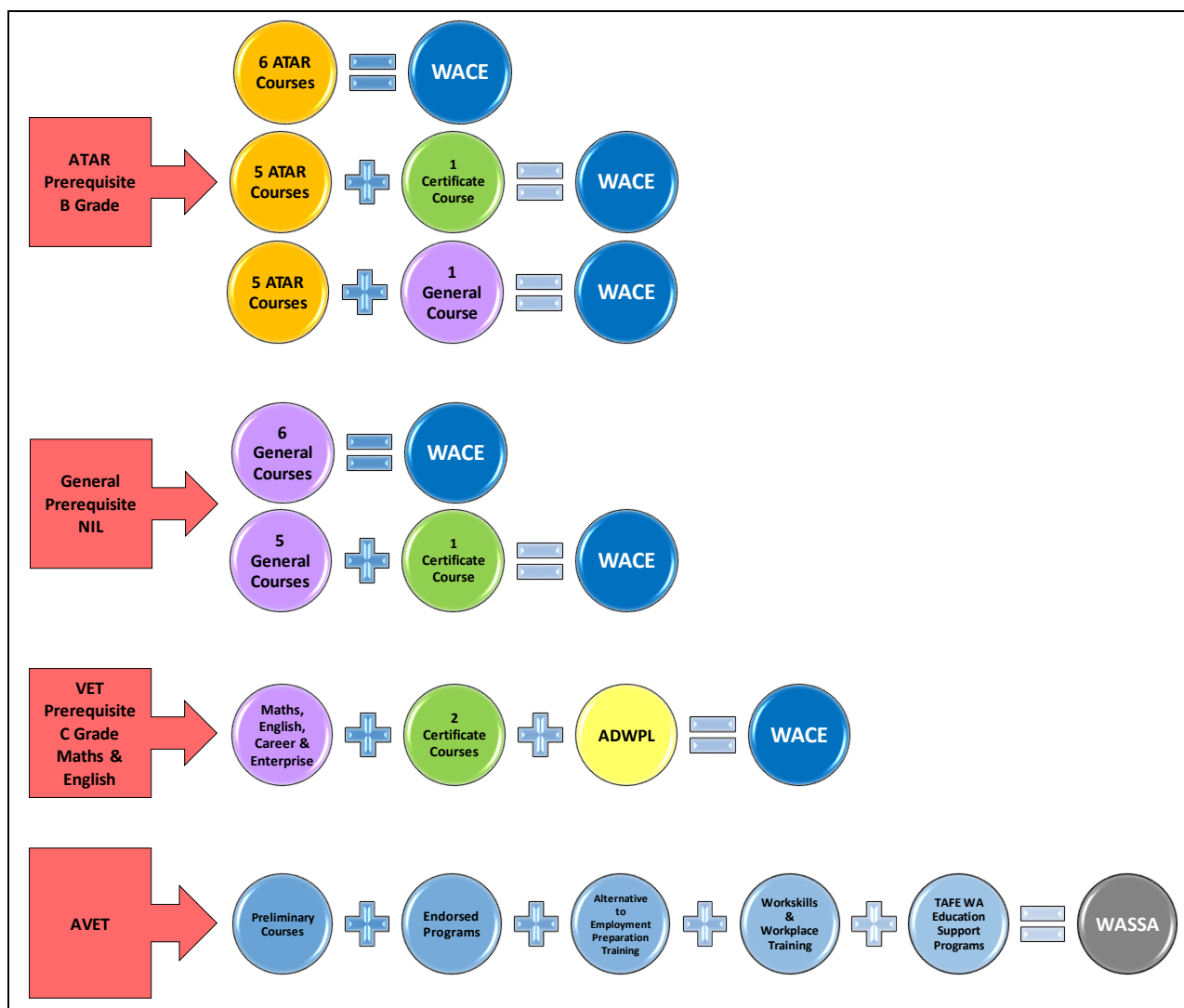
Permission for a student to change courses is a school decision; however, for a student to achieve course unit credits, a change can only be made early in Year 12, before the cut-off date set by the Authority; or in Year 11 after the completion of Unit 1, or at the end of Year 11 after the completion of Unit 2. A student who withdraws from a VDSS course does not achieve course unit credits.

To ensure an appropriate breadth-of -study in your senior secondary studies, you are required to select **at least one** Year 12 course unit **from each** of List A and List B subjects.

List A (Arts/Languages/Social Sciences)		List B (Mathematics/Science/Technology)	
CAE	Career and Enterprise	AIT	Applied Information Technology
CFC	Children, Family and the Community	CHE	Chemistry
ECO	Economics	DES	Design
ENG	English	EST	Engineering Studies
HEA	Health Studies	FST	Food Science and Technology
HIM	Modern History	HBV	Human Biology
JSL	Japanese: Second Language	MDT	Materials Design and Technology
MPA	Media Production and Analysis	MAA	Mathematics Applications
		MAE	Mathematics Essential
VAR	Visual Arts	MAM	Mathematics Methods
		MAS	Mathematics Specialist
		OED	Outdoor Education
		PES	Physical Education Studies
		PHY	Physics

Atwell College Senior School Pathway Options

Students can choose from 4 pathways delivered over two years. There are minimum Entry Requirements for some Pathways.



ENGLISH

English *ATAR* - ATENG

- 2021 Course cost \$75 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in English (AEENG) is expected.

The English ATAR course focuses on developing students' analytical, creative, and critical thinking and communication skills in all language modes, encouraging students to critically engage with texts from their contemporary world, the past, and from Australian and other cultures. Through close study and wide reading, viewing, speaking and listening, students develop the ability to analyse and evaluate the purpose, stylistic qualities and conventions of texts and to enjoy creating imaginative, interpretive, persuasive and analytical responses in a range of written, oral, multimodal and digital forms.

English *General* - GTENG

- 2021 Course cost \$75 per year

The English General course focuses on consolidating and refining the skills and knowledge needed by students to become competent, confident and engaged users of English in everyday community, social, further education, training and workplace contexts. The course is designed to provide students with the skills to succeed in a wide range of post-secondary pathways by developing their language, literacy and literary skills. Students comprehend, analyse, interpret, evaluate and create analytical, imaginative, interpretive and persuasive texts in a range of written, oral, multimodal and digital forms.

HEALTH AND PHYSICAL EDUCATION

Health Studies *ATAR* - ATHEA

- 2021 Course cost \$84 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Health and Physical Education (AEHEA) is expected.

In this ATAR course students explore health as a dynamic quality of life. They examine the impact of social, environmental, economic and biomedical determinants on health and their collective contribution to health disparities, as well as exploring approaches to address barriers which prevent groups from experiencing better health. Students apply inquiry skills to examine and analyse health issues, develop arguments and draw evidence-based conclusions. The course also provides students with opportunities to develop skills that will enable them to pursue careers in health promotion, research or community health care.

Students will require a textbook.

Health Studies *General* - GTHEA

- 2021 Course cost \$80 per year

In this General course, students explore health as a dynamic quality of life. They will consider the way in which beliefs and attitudes influence health decisions and learn how to plan and take action that will promote their own health and the health of others.

They examine the impact of social and environmental factors on health and use inquiry skills to investigate and respond to relevant issues. The course also provides students with opportunities to develop skills that will enable them to pursue careers in health promotion, research or community health care.

Students will require a textbook.

Outdoor Education *General* - GTOED

- 2021 Course cost \$220 per year
- Prerequisite: Must be a proficient swimmer

Through interaction with the natural world, Outdoor Education aims to develop an understanding of our relationships with the environment, others and ourselves. The Outdoor Education General course focuses on outdoor activities in a range of environments, including surfing, abseiling and fishing. It provides students with an opportunity to develop essential life skills and physical activity skills, and an opportunity to develop a comprehensive understanding of the environment and develop a positive relationship with nature. The course also provides students with opportunities to develop skills that will enable them to pursue personal interests and careers in outdoor pursuits, environmental management or eco-tourism.

Students will require a textbook.

Physical Education Studies *ATAR - ATPES*

- 2021 Course cost \$165 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Physical Education Studies (AEPES) is expected.

Physical Education Studies contributes to the development of students' physical, social and emotional growth. In the Physical Education Studies ATAR course, students learn about physiological, psychological and biomechanical principles, and apply these to analyse and improve personal and group performances in physical activities. Throughout the course, students learn through integrated written, oral and active learning experiences. The course also provides students with opportunities to develop skills that will enable them to pursue personal interests and potential in physical activity as athletes, coaches, officials, administrators and/or volunteers.

Students will require a textbook.

Physical Education Studies *General - GTPES*

- 2021 Course cost \$150 per year

Physical Education Studies contributes to the development of students' physical, social and emotional growth. The Physical Education Studies General course provides students with opportunities to understand and improve performance through the integration of theoretical concepts and practical activities. Through engagement as performers, leaders, coaches, analysts and planners of physical activity, students may develop skills that can be utilised in leisure, recreation, education, sport development, youth work, health and medical fields.

Students will require a textbook.

SIS20213 Certificate II in Outdoor Recreation - CIOR

This qualification is delivered over two years under the auspice of Innovative Vocational Education and Training Institute RTO 40548.

- 2021 Course cost \$255 per year
- Prerequisite: Must be a proficient swimmer; currently undertaking 1st year in Cert II in Outdoor Recreation CIOR

This qualification provides the skills and knowledge for an individual to be competent in performing core skills in outdoor recreation environments and assisting with the conduct of a range of outdoor activities. Work may be undertaken as part of a team and would be performed under supervision. Work would be undertaken in field locations such as camps or indoor recreation centres or facilities, in differing environments such as water-based, dry land and mountainous terrains, using a diverse range of equipment.

Job roles

The following are indicative job roles for this qualification:

- Outdoor activity assistant
- Outdoor participant

Core Units

- HLTAID003A Provide first aid
- SISOODR201A Assist in conducting outdoor recreation sessions
- SISOOPS201A Minimise environmental impact
- SISXIND002A Maintain sport, fitness and recreation industry knowledge
- HLTWHS001A Participate in workplace health and safety



Elective Units

- SISCCAQU002A Perform basic water rescues
- SISOABS001A Abseil single pitches using fundamental skills
- SISOSNK001A Snorkel
- SISOCNE001A Paddle a craft using fundamental skills
- SISOSRF001A Surf small waves using basic manoeuvres
- SISOCYT002A Ride bicycles on roads and pathways, easy conditions

To accommodate the practical elements for this course, students will be required to attend a period 0 and will be able to go home early on another day.

SIS20115 Certificate II in Sport and Recreation - CIISR

This qualification is delivered over two years under the auspice of Innovative Vocational Education and Training Institute RTO 40548.

- 2021 Course cost \$150 per year
- Prerequisite: Currently undertaking 1st year in Cert II in Sport and Recreation CIISR

This qualification reflects the role of individuals who apply the skills and knowledge to work in the sport and recreation industry in a generalist capacity.

Likely functions for someone with this qualification include providing support in the provision of sport and recreation programmes, grounds and facilities maintenance, routine housekeeping, retail and customer service assistance, administrative assistance and café service in locations such as fitness centres, outdoor sporting grounds or complexes or aquatic centres. All job roles are performed under supervision.

Job roles

The following are indicative job roles for this qualification:

- Administration assistant
- Community activities assistant
- Recreation assistant
- Retail assistant

Core Units

- | | |
|--------------|--|
| • BSBWOR202 | Organise and complete daily work activities |
| • HLEAID003 | Provide first aid |
| • HLTWHS001 | Participate in workplace health and safety |
| • SISXCAI002 | Assist with activity sessions |
| • SISXCCS001 | Provide a quality service |
| • SISXEMR001 | Respond to emergency situations |
| • SISXIND001 | Work effectively in sport, fitness and recreation environments |
| • SISXIND002 | Maintain sport, fitness and recreation industry knowledge |



Elective Units

- | | |
|---------------|---|
| • SISSSPT303A | Conduct basic warm up and cool down programmes |
| • SISXCAI001 | Provide equipment for activities |
| • SISXFAC001 | Maintain sport, fitness and recreation equipment for activities |
| • SISXCAI003 | Conduct non-instructional sport, fitness or recreation sessions |
| • SISSSOF101 | Develop and update officiating knowledge |

To accommodate the practical elements for this course, students will be required to attend a period 0 and will be able to go home early on another day.

HUMANITIES AND SOCIAL SCIENCE

Career and Enterprise *General* - GTCAE

- 2021 Course cost \$80 per year

Career education involves learning to manage and take responsibility for personal career development. The Career and Enterprise General course involves recognising one's individual skills and talents and using this understanding to assist in gaining and keeping work. The course develops a range of work skills and an understanding of the nature of work. Key components of the course include the development of an understanding of different personality types and their link to career choices; entrepreneurial behaviours; learning to learn; and the exploration of social, cultural and environmental issues that affect work, workplaces and careers.

Economics *ATAR* - ATECO

- 2021 Course cost \$80 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Economics (AEECO) is expected.

Economics explores the choices which all people, groups and societies face as they confront the ongoing problem of satisfying their unlimited wants with limited resources. The Economics ATAR course aims to develop students' ability to analyse the allocation, utilisation and distribution of scarce resources that determine our wealth and wellbeing. The study of Economics provides a framework for examining society's issues and identifying possible solutions that assist decision making. The emphasis of the course is on the Australian economy. This course prepares students for rational decision making in a variety of businesses and industries and also prepares students for further studies at university or TAFE.

Students will require a textbook.

Modern History *ATAR* – ATHIM

- Indicative 2022 Course \$80 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Modern History (AEHIM) is expected.

Studying the Modern History ATAR course enables students to become critical thinkers and helps inform their judgements and actions in a rapidly changing world. Students are exposed to a variety of historical sources, including government papers, extracts from newspapers, letters, diaries, photographs, cartoons, paintings, graphs and secondary sources, in order to determine the cause and effect, and the motives and forces influencing people and events. Through the process of historical inquiry, students are encouraged to question and evaluate historical sources; identify various representations and versions of history; use evidence to formulate and support their own interpretations; and communicate their findings in a variety of ways.

Modern History *General* - GTHIM

- Indicative 2022 Course cost \$80 per year

Studying the Modern History General course exposes students to a variety of historical sources, including government papers, extracts from newspapers, letters, diaries, photographs, cartoons, paintings, graphs and secondary sources, in order to understand the historical narrative including cause and effect, and the forces influencing people and events. Through the process of historical inquiry, students are encouraged to question historical sources; identify various representations and versions of history; use evidence to formulate and support their own interpretations; and communicate their findings in a variety of ways.

BSB20120 Certificate II in Workplace Skills - CIIWS

This qualification is delivered over two years under the auspice of Skills Strategies International and Pathways Skills Centre RTO 2401.

- Indicative 2022 Course cost \$65 per year
- Prerequisite: Currently undertaking 1st year in Cert II in Workplace Skills CIIWS

This course is designed to equip students with the necessary skills in preparation of entering the workforce and to participate in a variety of entry-level Business Services job roles. The course focuses on teaching students how to carry out a range of basic procedural, clerical, administrative or operational tasks that require self-management and technology skills. Students learn to perform a range of mainly routine tasks using limited practical skills and fundamental operational knowledge in a defined context.

Core Units

- BSBCMM211 Apply communication skills
- BSBOPS201 Work effectively in business environments
- BSBOPS203 Deliver a service to customers
- BSBPEF101 Plan and prepare for work readiness
- BSBPEF201 Support personal wellbeing in the workplace
- BSBPEF202 Plan and apply time management
- BSBSUS211 Participate in sustainable work practices
- BSBTEC202 Use digital technologies to communicate in a work environment
- BSBWHS211 Contribute to the health and safety of self and others



LANGUAGES

Japanese as a Second Language *ATAR* - ATJSL

- 2021 Course cost \$48 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Japanese as a Second Language (AEJSL) is expected.

This course is designed to further develop students' knowledge and understanding of the culture and the language of Japanese-speaking communities, providing them with opportunities to gain a broader and deeper understanding of the Language and extend and refine their communication skills. The course focuses on the interrelationship of language and culture, and equips students with the skills needed to function in an increasingly globalised society, a culturally and linguistically diverse local community, and provides them with the foundation for life-long language learning. Relevant and engaging tasks, delivered through a range of appropriate contexts and topics, develop literacy in the language as well as extend literacy development in English.

Students will require a textbook and a language dictionary.

Japanese as a Second Language *General* - GTJSL

- Indicative 2022 Course cost \$48 per year
- Prerequisite: Completed Year 11 Japanese as a Second Language (GEJSL)

The Second Language General course is designed to enable students to gain knowledge and an understanding of the culture and the language of Japanese-speaking communities. The course focuses on the interrelationship of language and culture, and equips students with the skills needed to function in an increasingly globalised society, a culturally and linguistically diverse local community, and provides them with the foundation for life-long language learning. Relevant and engaging tasks, delivered through a range of appropriate contexts and topics, develop literacy in the language as well as extend literacy development in English.

Students will require a textbook and a language dictionary.

Enrolment criteria for WACE language courses

If you wish to study a WACE language course, there is a form that needs to be completed to ensure you are permitted to enrol in the selected course. Enrolment criteria considerations include residency in the country where that language is spoken and exposure to that language either at a school or in the home. It is your responsibility to ensure that the form is completed fully and accurately before it is submitted.

Further guidance and advice related to enrolments in a language course can be found on the Authority website [here](#) or from Mr K Regan, TIC Languages.

MATHEMATICS

Mathematics Applications ATAR - ATMAA

- 2021 Course cost \$80 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Mathematics Applications (AEMAA) is expected.

This course focuses on the use of mathematics to solve problems in contexts that involve financial modelling, geometric and trigonometric analysis, graphical and network analysis, and growth and decay in sequences. It also provides opportunities for students to develop systematic strategies based on the statistical investigation process for answering statistical questions that involve analysing univariate and bivariate data, including time-series data.

The Mathematics Applications ATAR course is designed for students who want to extend their mathematical skills beyond Year 10 level, but whose future studies or employment pathways do not require knowledge of calculus. The course is designed for students who have a wide range of educational and employment aspirations, including continuing their studies at university or TAFE.

Students will require a textbook, a study guide and a Casio ClassPad calculator

Mathematics Methods ATAR - ATMAM

- 2021 Course cost \$80 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Mathematics Methods (AEMAM) is expected.

This course focuses on the use of calculus and statistical analysis. The study of calculus provides a basis for understanding rates of change in the physical world and includes the use of functions, their derivatives and integrals, in modeling physical processes. The study of statistics develops students' ability to describe and analyse phenomena that involve uncertainty and variation.

Mathematics Methods provides a foundation for further studies in disciplines in which mathematics and statistics have important roles. It is also advantageous for further studies in the health and social sciences. In summary, this course is designed for students whose future pathways may involve mathematics and statistics and their applications in a range of disciplines at the tertiary level.

Students will require a textbook, a study guide and a Casio ClassPad calculator.

Mathematics Specialist ATAR - ATMAS

- 2021 Course cost \$80 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Mathematics Specialist (AEMAS) is expected.

This course provides opportunities, beyond those presented in the Mathematics Methods ATAR course, to develop rigorous mathematical arguments and proofs, and to use mathematical models more extensively. Mathematics Specialist contains topics in functions and calculus that build on and deepen the ideas presented in the Mathematics Methods course, as well as demonstrate their application in many areas. The Mathematics Specialist course also extends understanding and knowledge of statistics and introduces the topics of vectors, complex numbers and matrices. Mathematics Specialist is the only ATAR mathematics course that should not be taken as a stand-alone course and must be studied in conjunction with the Mathematics Methods ATAR course as preparation for entry to specialised University courses such as Engineering, Physical Sciences and Mathematics.

Students will require a textbook, a study guide and a Casio ClassPad calculator.

Mathematics Essential *General* - GTMAE

- 2021 Course cost \$80 per year

The Mathematics Essential General course focuses on using mathematics effectively, efficiently and critically to make informed decisions. It provides students with the mathematical knowledge, skills and understanding to solve problems in real contexts for a range of workplace, personal, further learning and community settings. This course provides the opportunity for students to prepare for post-school options of employment and further training.

Students will require a textbook.

SCIENCE

Chemistry *ATAR - ATCHE*

- 2021 Course cost \$150 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Chemistry (AECHE) is expected.

The Chemistry ATAR course equips students with the knowledge and understanding to make the most of opportunities to investigate properties and reactions of materials. Theories and models are used to describe, explain and make predictions about chemical systems, structures and properties. Students recognise hazards and make informed, balanced decisions about chemical use and sustainable resource management. Investigations and laboratory activities develop an appreciation of the need for precision, critical analysis and informed decision making.

This course prepares students to be responsible and efficient users of specialised chemical products and processes at home or in the workplace. It also enables students to relate chemistry to other sciences including; biology, geology, medicine, molecular biology and agriculture. This unit develops a strong foundation for further study in the sciences.

Students will require a textbook, a study guide and a Scientific calculator.

Human Biology *ATAR - ATHBY*

- 2021 Course cost \$160 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Human Biology (AEHBY) is expected.

The Human Biology ATAR course gives students a chance to explore what it is to be human, how the human body works, the origins of human variation, inheritance in humans, the evolution of the human species and population genetics. Through their investigations, students research new discoveries that increase our understanding of human dysfunction, treatments and preventative measures. Practical tasks are an integral part of this course and develop a range of laboratory skills; for example, biotechnology techniques. Students learn to evaluate risks and benefits to make informed decisions about lifestyle and health topics, such as diet, alternative medical treatments, use of chemical substances and the manipulation of fertility.

Students will require a textbook, a study guide and a Scientific calculator.

Human Biology *General - GTHBY*

- 2021 Course cost \$130 per year

In this practical based General course, the focus is on understanding how the body systems maintain and reproduce life. The course content relates directly and indirectly to many different occupations, such as social work, medical and paramedical fields, food and hospitality, childcare, sport, science and health education. The course is designed to help students make informed choices as responsible citizens in society.

There is a focus on the characteristics and support of life, and the role the respiratory, digestive, circulatory, urinary and reproductive systems. From the very first moments through to the birth of a baby are explored.

Throughout, students will conduct Science inquiries. A wide range of practical, hands-on activities with a focus on discovery learning, enriched with relevant excursions, will be used to build knowledge.

Physics **ATAR - ATPHY**

- 2021 Course cost \$150 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Physics (AEPHY) is expected.

In the Physics ATAR course, students will learn how energy and energy transformations can shape the environment. From the small scale, in quantum leaps inside an atom's electron cloud, through the human scale, in vehicles and the human body, to the large scale, in interactions between galaxies. Students have opportunities to develop their investigative skills and use analytical thinking to explain and predict physical phenomena.

Students plan and conduct investigations to answer a range of questions, collect and interpret data and observations, and communicate their findings in an appropriate format. Problem-solving, mathematical reasoning and using evidence to make and justify conclusions are transferable skills that are developed in this course.

Students will require a textbook, study guide and Scientific calculator.

TECHNOLOGIES

Applied Information and Technology General - GTAIT

- Indicative 2022 Course cost \$70 per year

The Applied Information Technology General course provides students with the knowledge and skills to use a range of computer hardware and software to create manipulate and communicate information in an effective, responsible and informed manner. Students develop an understanding of computer systems; the management of data; and the use of a variety of software applications to investigate, design, construct and evaluate digital products and digital solutions. The course offers pathways to further studies and a range of technology-based careers and a set of skills that equip students for the 21st century and give them an appreciation of the impact of information technology on society.

Children, Family and the Community General - GTCFC

- 2021 Course cost \$180 per year

The Children, Family and the Community General course focuses on factors that influence human development and the wellbeing of individuals, families and communities. Students explore the health of individuals and communities and the protective and preventative strategies that impact on growth and development. They engage in shared research, examine goal setting, self-management, decision making, communication and cooperation skills when creating products, services or systems that will assist individuals, families and communities to achieve their needs and wants. Contemporary Australian issues or trends relating to families and communities at the state and national level are examined in practical ways.

Engineering Studies ATAR – ATEST

- 2021 Course cost \$280 per year
- Prerequisite: A minimum mark of 55% in Year 11 Semester One in Engineering Studies (AEEST) is expected.

The Engineering Studies ATAR course provides opportunities for students to investigate, research and present information, design and make products and undertake project development in a mechatronics context. These opportunities allow students to apply engineering processes, understand underpinning scientific and mathematical principles, develop engineering technology skills and explore the interrelationships between engineering and society. The Engineering Studies ATAR course is essentially a practical course focusing on real-life contexts. It aims to prepare students for a future in an increasingly technological world by providing the foundation for life-long learning about engineering. It is particularly suited to those students who are interested in engineering and technical industries as future careers.

Students who study Mathematics Methods, Mathematics Specialist and Physics would be most suitable.

Engineering Studies *General* – GTEST

- Indicative 2022 Course cost \$200 per year
- Prerequisite: C grade or higher in Year 10 Mathematics

The General Engineering Studies course provides opportunities for students to investigate, research and present information, design and make products and undertake project development in a mechatronics context. These opportunities allow students to apply engineering processes, understand underpinning scientific and mathematical principles, develop engineering technology skills and explore the interrelationships between engineering and society. The General Engineering Studies course is essentially a practical course focusing on real-life contexts. The course offers pathways to further studies and a range of technology-based careers and a set of skills that equip students for the 21st century and give them an appreciation of the impact of information technology on society.

Food Science and Technology *General* – GTFST

- 2021 Course cost \$250 per year

The Food Science and Technology General course provides opportunities for students to explore and develop food-related interests and skills. Food impacts every aspect of daily life and is essential for maintaining overall health and wellbeing. Students organise, implement and manage production processes in a range of food environments and understand systems that regulate food availability, safety and quality. Knowledge of the sensory, physical, chemical and functional properties of food is applied in practical situations. Students investigate the food supply chain and value-adding techniques applied to food to meet consumer and producer requirements. Principles of dietary planning, adapting recipes and processing techniques are considered for specific nutritional needs of demographic groups. Occupational safety and health requirements, safe food handling practices and a variety of processing techniques are implemented to produce safe, quality food products. This course may enhance employability and career opportunities in areas that include nutrition, health, food and beverage manufacturing, food processing, community services, hospitality and retail.

Materials Design and Technology - Metal *General* - GTMDTM

- 2021 Course cost \$210 per year

Students interact with a variety of metal items and products that have been designed to meet certain needs. Students are introduced to the fundamentals of design. They learn to communicate various aspects of the technology process by constructing what they design.

Throughout the process, students learn about the origins, classifications, properties and suitability for purpose of the materials they are using, and are introduced to a range of production equipment and techniques. They develop materials manipulation skills and production management strategies, and are given the opportunity to realise their design ideas through the production of their design project. They work within a defined environment and learn to use a variety of relevant technologies safely and effectively.

Materials Design and Technology – Woodwork *General* - GTMDTW

- 2021 Course cost \$210 per year

Students interact with a variety of timber items and products that have been designed to meet certain needs. Students are introduced to the fundamentals of design. They learn to communicate various aspects of the technology process by constructing what they design.

Throughout the process, students learn about the origins, classifications, properties and suitability for purpose of the materials they are using, and are introduced to a range of production equipment and techniques. They develop materials manipulation skills and production management strategies and are given the opportunity to realise their design ideas through the production of their own design project. They work within a defined environment and learn to use a variety of relevant technologies safely and effectively.

*Students are only able to select two of the three Materials, Design and Technology Contexts.

CHC22015 Certificate II in Community Services - CIICO

This qualification is delivered over two years under the auspice of Innovative Vocational Education and Training Institute RTO 40548.

- 2021 Course cost \$250 per year
- Prerequisite: Currently undertaking 1st year in Cert II in Community Services CIICO

This qualification may be used as a pathway for workforce entry as community services workers who provide the first point of contact and assist individuals in meeting their immediate needs. At this level, work takes place under direct, regular supervision within clearly defined guidelines.

Five core units are covered over two years:

- First point of contact
- Communicate and work in health or community services
- Work with diverse people
- Participate in workplace health and safety
- Organise and complete daily work activities

Four elective units are also delivered to complement the core units and enhance the student's employment opportunities beyond school.

It is recommended that students have completed Year 10 Childcare.

Core Units

- | | |
|-------------|--|
| • CHCCOM001 | Provide first point of contact |
| • CHCCOM005 | Communicate and work in health or community services |
| • CHCDIV001 | Work with diverse people |
| • HLTWHS001 | Participate in workplace health and safety |



Elective Units

- | | |
|--------------|---|
| • FSKLRG09 | Use strategies to respond to routine workplace problems |
| • FSKOCM07 | Interact effectively with others at work |
| • HLTAID003 | Provide First Aid |
| • SITXFSA001 | Use Hygienic Practices for Food Safety |

MEM20413 Certificate II in Engineering Pathways - CIIEG

- 2021 Course cost \$280 per year
- Prerequisite: Currently undertaking 1st year in Cert II in Engineering Pathways CIIEG

The Certificate II in Engineering Pathways, delivered over two years, is designed for students interested in engineering or related working environments. The skills and concepts embedded within this qualification will teach students the basic knowledge needed to help obtain an apprenticeship in mechanical, industrial and production engineering environments, as well as providing insight into the varied engineering fields.

Students will require a laptop, internet access at home, approved safety boots and uniform. One pair each of the safety glasses and safety gloves will be supplied.

Core Units

- MEM13014A Apply principles of occupational health and safety in the work environment
- MEMPE005A Develop a career plan for the engineering and manufacturing industry
- MEMPE006A Undertake a basic engineering project
- MSAENV272B Participate in environmentally sustainable work practices

Elective Units

- MEM16006A Organise and communicate information
- MEM16008A Interact with computing technology
- MEM18001C Use hand tools
- MEM18002B Use power tools/hand held operations
- MEMPE001A Use engineering workshop machines
- MEMPE002A Use electric welding machines
- MEMPE004A Use fabrication equipment
- MSAPMSUP106A Work in a team

To accommodate the practical elements for this course, students will be required to attend a period 0 and will be able to go home early on another day.

SIT20316 Certificate II in Hospitality - CIIHO

This qualification is delivered over two years under the auspice of Hospitality Group Training RTO 03586.

- 2021 Course cost \$310 per year
- Prerequisite: Currently undertaking 1st year in Cert II in Hospitality CIIHO

This course is a two-year qualification to learn how to perform routine hospitality tasks, industry expectations and build key skill sets required to begin working in the hospitality sector.

The focus of this qualification provides a pathway to work in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs and cafes. Students are expected to participate in at least 12 service periods over the 2-year period and complete theory through both online modules and workbooks.

Students are also expected to purchase and wear a specified Chef's uniform if they select this qualification.

Core Units

- | | |
|--------------|--|
| • BSBWOR203 | Work effectively with others |
| • SITHIND002 | Source and use information in the hospitality industry |
| • SITHIND003 | Use hospitality skills effectively |
| • SITXCCS003 | Interact with customers |
| • SITXCOM002 | Show social and cultural sensitivity |
| • SITXWHS001 | Participate in safe work practices |



Elective Units

- | | |
|--------------|--|
| • SITHCC006 | Prepare appetisers and salads |
| • SITHFAB002 | Provide responsible service of alcohol (to be provided by an independent provider) |
| • SITHFAB004 | Prepare and serve non-alcoholic beverages |
| • SITHFAB005 | Prepare and serve espresso coffee |
| • SITXCOM001 | Source and present information |
| • SITXFSA001 | Use Hygienic Practices for Food Safety |

To accommodate the practical elements for this course, students will be required to attend a period 0 and will be able to go home early on another day.

THE ARTS

Design - Graphics *General* - GTDESG

- Indicative 2022 Course cost \$100 per year

The Design Graphics course aims to facilitate a deep and rich understanding of the role of design and the Graphic Designer in the modern world. We look at the role of design and how ideas, values, beliefs, attitudes and information are effectively communicated to audiences through graphic design, in both the print and digital form. Students will develop skills and processes for current and future industry and employment markets in the field of Graphic Design. Students are equipped with the knowledge and skills to understand design principles and processes, analyse problems and devise innovative strategies through projects. Students will have access to industry-standard design suites and art studio facilities.

Students will require a laptop and knowledge of Adobe Programmes

Media Production and Analysis *General* - GTMPA

- Indicative 2022 Course cost \$100 per year

The Media Production and Analysis General course aims to prepare students for a future in a digital and interconnected world by providing the skills, knowledge and understandings to tell their own stories and interpret the stories of others. Students are encouraged to explore, experiment and interpret their world, reflecting and analysing contemporary life, while understanding that this is done under social, cultural and institutional constraints. Students, as users and creators of media products, consider the important role of audiences and their context. This course focuses on the development of technical skills in the practical process.

Visual Arts *General* - GTVAR

- 2021 Course cost \$100 per year

In the Visual Arts General course, students engage in traditional, modern and contemporary media and techniques within the broad areas of art forms. The course promotes innovative practice. Students are encouraged to explore and represent their ideas and gain an awareness of the role that artists and designers play in reflecting, challenging and shaping societal values. Students are encouraged to appreciate the work of other artists and engage in their own art practice.

Students will base art making and interpretation on their lives and personal experiences, observations of the immediate environment, events and/or special occasions using a variety of materials. They will have the opportunity to explore and develop ideas for art-making and interpretation through the investigation of different artists, art forms, processes and technologies.

Vocational Pathway (VET)

- Prerequisite: C grade or higher in Year 10 English and Mathematics (Semester 1 report)

In the VET area, students have the opportunity to explore possible career pathways and investigate the training required at university, Training WA colleges or in apprenticeships or traineeships. There are opportunities to commence studies with Registered Training Providers while still in Year 11, increasing eligibility for further skills training and future employment. Qualifications and units of competency are nationally recognised and also give students the opportunity to gain entry to university in a number of courses.

The Vocational Pathway consists of the following courses:

- English *General*
- Mathematics Essentials *General*
- Career and Enterprise *General*
- Certificate courses e.g. BSB20120 - Certificate II in Workplace Skills
- One or two days attending a Registered Training Provider and
- One day of Authority Developed Workplace Learning (*see below*)

The VET Pathway has been developed for students who intend on gaining entry to further training, apprenticeships or work. Some students have used their Certificate IV achieved in Year 11 or 12 to enter into a limited number of programmes at Western Australian universities. Vocational Pathway students will have the opportunity of gaining dual certification: WACE and nationally recognised qualifications at the completion of the course.

There are a limited number of places available in this pathway so attendance and behaviour may also be a consideration.

Authority Developed Workplace Learning (ADWPL)

Workplace Learning is an Authority-developed endorsed programme that is managed by individual schools and open to students in Years 11 and 12. To complete this endorsed programme, a student works in one or more real workplace(s) to develop a set of transferable workplace skills. The student must record the number of hours completed and the tasks undertaken in the workplace in the Authority's *Workplace Learning Logbook*. The student must also provide evidence of his/her knowledge and understanding of the workplace skills by completing the Authority's *Workplace Learning Skills Journal* after every 55 hours completed in the workplace. Unit equivalence is allocated based on 1-unit equivalent for every 55 hours completed in the workplace, to a maximum of 4 units. The total number of hours completed in the workplace is reported on the student's WASSA.

Success in ADWPL may contribute significantly to a student's successful entry to a Training WA college, full-time employment and traineeships/apprenticeships.

Alternative to Employment Preparation Training Pathway (AVET only)

Alternative Vocational Education Training (AVET) is designed for students who have been identified as having a recognised disability under the *Disability Discrimination Act 1992*, and who meet the criteria below.

Minimum Entry Requirement: For students who cannot access the ATAR or General course content with adjustment and/or disability provisions, or who are unable to progress directly to training from school, or who require modified and /or Independent Education Plans.

Atwell College Education Support Programme (AVET) pathway caters for all student needs. The programme offers individualised pathways that compliment student transitions into the community, supported and independent Workplace Learning, links to Disability Service providers, Traineeships or off-campus study (TAFE). Atwell College has a focus on Student Centred Planning. This strategic and collaborative process utilises individualised support to maximise potential, thus allowing both students and families to plan for a meaningful and purposeful future.

A variety of education programmes are offered to students with high-support needs who will require an Alternative To Employment (ATE) focus post-school. Training programmes are individually tailored to enable students to access a range of opportunities that will develop skills to participate within their community. Individual plans are developed for each participant.

Options include:

<ul style="list-style-type: none"> • Functional Units – English & Mathematics • Skills to support life post-school 	<ul style="list-style-type: none"> • Individual Student Plans developed for every participant • Any combination of the listed courses depending on the individual needs of the student.
<ul style="list-style-type: none"> • Endorsed Programmes including ASDAN & ADWPL 	
<ul style="list-style-type: none"> • Alternatives to Employment Preparation Training – Community Access • Therapy supports – Community Engagement 	
<ul style="list-style-type: none"> • Workskills and Workplace Training 	
<ul style="list-style-type: none"> • TAFEWA Education Support Programmes 	

Useful Contacts

Year 12 Information Handbook on the SCSA website [here](#).

University Admission Requirements 2023 is available on the TISC website [here](#).

Atwell College Learning Area Contacts

AVET / Education Support	Mrs Ashley Miragliotta	Ashley.Miragliotta@education.wa.edu.au
English	Mrs Lara Duffy	Lara.Duffy@education.wa.edu.au
Health & Physical Education	Mr Aaron Harwood	Aaron.Harwood@education.wa.edu.au
Humanities & Social Science	Mr Payman Hasani	Payman.Hasani@education.wa.edu.au
Languages	Mr Kurt Regan	Kurt.Regan@education.wa.edu.au
Mathematics	Mr David Humphry	David.Humphry@education.wa.edu.au
Science	Ms Janine Daniel	Janine.Daniel@education.wa.edu.au
Technologies	Mr Wayne Spencer	Wayne.Spencer@education.wa.edu.au
The Arts	Mrs Kate Linton	Kate.Linton@education.wa.edu.au
VET	Mrs Phillipa Ralston	Phillipa.Ralston@education.wa.edu.au

Atwell College Senior School Honours

Atwell Honours

The purpose of the Atwell Honours Programme is to recognise student achievement in all aspects of school and extra-curricular activity. Due to the diverse strengths of individual students, there will be a number of areas of student participation in and out of the college that link to the Atwell College shared values of consideration, aspiration, respect, responsibility, self-motivation.

Senior School Context

Points are gained towards Honours by students studying any pathway in the senior school Years 11 and 12. In some instances, significant student achievement completed in Year 10 may also be considered. Due to the COVID-19 disruptions in 2020 there will be individual attention given to students.

Honours Categories

There are five categories in which a student can achieve points towards Honours. These are:

- Academic achievement
- Community service
- Contribution to the Arts
- Sporting achievement
- STEM involvement

Certificates

There are three certificate levels, bronze (50 points), silver (100 points) and gold (150 points). Any award certificate cannot be an amalgamation of points from two categories and a single achievement cannot contribute points to two different categories. In order to achieve Honours, a student must have accumulated 150 points in two of the five categories.

Essential Criteria for all candidates

1. Students applying must have good standing status.
2. The student must have attended class on a regular basis i.e. 90% or higher.
3. The student behaviour must be exemplary.

Achieving an Award

The colour of the certificate indicates the level of achievement, that is, bronze, silver or gold.

- Students will be informed when they have achieved enough points for an award.
- For extra-curricular activity, a committee will consider the evidence provided by the student to determine the number of points to be awarded. The committee will consist of members in a voluntary capacity to make judgments based on evidence provided by the student and substantiated via the “recognition and evidence of extracurricular activity” form.
- An academic award will be determined by a scoring system. “A” grade = 10 points, “B” grade = 8 points, “C” grade = 5. Grades will be collated from all Year 11 and 12 reports.
- A student may not use a single achievement to gain points toward 2 or more categories.

Achievement of certificates (what the student receives)

A colour certificate will be awarded with an accompanying badge. Gold certificates will be presented in a portfolio and acknowledged at the Year 12 farewell ceremony.

- 50 points, BRONZE Certificate – presented to the recipient on an individual level with a BRONZE badge.
- 100 points, SILVER Certificate – presented to the recipient on an individual level with a SILVER badge.
- 150 points, GOLD Certificate – whole school assembly, presentation of certificate in a portfolio. GOLD Badge already provided.

Achievement of Atwell College Honours

- Once two categories have been achieved to Gold Level, the student will have fulfilled the requirements to graduate with Honours. Students who achieve Honours will have their names recognised on an Honours Board in the main college administration building.
- At graduation, the leavers' sash will be highlighted with a gold trim.
- A certificate stating that the student has graduated with Honours is given.
- The student will have their photograph displayed with other award winners.
- The student will be given recognition of their achievement at the college and the farewell ceremony.

Some examples of Extra-Curricular Activities

- Rock Eisteddfod/Drama performances/College productions/College band
- Debating teams
- Effective student councilor representation
- Student committees
- Representing the college in sports teams, coaching or managing teams outside of the college
- State/National representation in any field
- Community service as part of a College project
- Any completed course that does not form a part of a course of study e.g. First aid, welding, computing etc.
- Holiday or weekend work experience resulting in a certificate being awarded (not SWL or paid ongoing part-time or casual employment)
- Charity work
- Volunteer work within the community/significant individual acts of community service
- Duke of Edinburgh award, Young achievers award
- Educational competition, e.g. Mathematics and Science competitions
- Other major achievements that are directly related to being a member of the College for which the College receives recognition e.g. scholarships, awards
- Activities assisting a staff member out of class time
- Representing the College at public functions

Intentionally left blank for Notes



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