

Application For Advanced Standing (Credit) Policy and Procedure

– Holmes Grammar School

Application For Advanced Standing (Credit) Policy and Procedure

1. Scope

This policy and procedure is applicable to all students applying for entry into a course of study at Holmes Grammar School (HGS) that have undertaken equivalent studies and are seeking credit recognition by the Victorian Curriculum and Assessment Authority and the staff that are involved in the assessment of student admission applications.

2. Purpose

This policy and procedure is in place to ensure that Holmes Grammar School ensures students have an understanding of the process for application for credit with the Victorian Curriculum and Assessment Authority. Credit will only be awarded upon successful recognition of prior studies by the Victorian Curriculum and Assessment Authority.

3. Students from interstate

Credit is available at Units 1 and 2 and Units 3 and 4 levels.

At Units 1 and 2 level, schools will decide the amount of credit to be granted on receipt of an interstate school or authority transcript and after consulting the equivalent qualification guidelines. Credit granted will be confirmed and recorded at the Authority.

Credit granted will specify the number and level of units. It will not state the titles of studies or subjects except for English.

For information on requirements for satisfactory completion of the VCE, please refer to the Victorian Curriculum And Assessment Authority's [VCE Administrative Handbook](#)

For information relating to university entrance requirements, visit the [Victorian Tertiary Admissions Centre \(VTAC\)](#)

To find out how to apply, see Victorian Curriculum And Assessment Authority's [How to apply for credit](#)

4. Students with overseas qualifications

Students must apply to the Victorian Curriculum and Assessment Authority, through the Victorian school at which they are enrolled.

Credit granted will specify the number and level of units. It will not state the titles of studies or subjects except for English.

Below is a list of countries and their qualifications for which credit is most often requested. The listed qualifications are recognised by the VCAA as being equivalent to VCE Units 1 and 2 (Year 11) level. If a student has successfully completed any of these qualifications, they will be eligible for credit towards their VCE at Units 1 and 2 level.

Students who have studied overseas at a higher level, but who did not complete the qualification may also be eligible for credit, but only at units 1 and 2 level.

| Country | Qualification recognised by VCAA as equivalent to VCE Units 1 and 2 (Yr 11) level | Higher Qualification granted credit by VCAA at Units 1 and 2 level |
|--------------------------|--|---|
| Canada | Grade 11 studies | Grade 12 studies |
| China | High School Senior Grade 2 (Year 11) | High School Senior Grade 3 |
| Hong Kong | Hong Kong Certificate of Education - HKCEE (Secondary Form 5) | Hong Kong Advanced Level Certificate (Form 6) |
| India | Standard XI/Year 11 of the Higher Secondary Course Certificate OR All India Senior School Certificate OR Indian School Certificate | Standard XII/Year 12 of the Higher Secondary Course Certificate OR All India Senior School Certificate OR Indian School Certificate |
| Indonesia | SMU 2 (Sekolah Menengah Umum) | SMU 3 |
| Malaysia | SPM - Sijil Pelajaran Malaysia (Form 5) | STPM - Sijil Tinggi Persekolahan Malaysia (Form 6) |
| New Zealand | Sixth Form Certificate Studies (Year 12) | Form 7 studies |
| Singapore | Singapore/Cambridge GCE 'O' Level Examinations | Singapore/Cambridge GCE 'A' Level Examinations |
| United Kingdom (England) | General Certificate of Secondary Education (GCSE) | General Certificate of Education (GCE) - 'A' level studies |
| USA | Grade 11 studies | Grade 12 studies |

For a more comprehensive list of countries and their Units 1 and 2 (Year 11) level equivalent qualifications review, see Victorian Curriculum And Assessment Authority's [Equivalent qualifications](#)

For information on requirements for satisfactory completion of the VCE, please refer to the Victorian Curriculum And Assessment Authority's [VCE Administrative Handbook](#)

5. Students from within Victoria transferring into the VCE

Students who have undertaken equivalent study in the International Baccalaureate in Victoria may also obtain credit towards the VCE.

Decisions on the amount of credit to be granted at units 3 and 4 level will be made by the VCAA. To find out more about transfers, see Victorian Curriculum And Assessment Authority's [Student](#)

Version Control and Accountable officers

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|-------------------------|----------------------------------|---------------|----------------|
| Responsible Officer | | Principal | |
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