

# FOREWORD

The decision whether to return to school to complete Year 11 and 12 is a very important one. This booklet has been produced to help you and your parents decide what type of education you are aiming for and which subjects to choose.

It contains information about the rules governing the Higher School Certificate (HSC) and the Universities Admission Index (UAI) as well as course outlines for each subject offered for study in the senior school.

You should seek as much advice as possible before you make any decisions regarding your subject choices. There are many people you can consult: the Head Teachers and Teachers of each subject, your Year Adviser, Careers Adviser, the Deputy Principals, Principal as well as with your parents. Choose wisely because there will be little opportunity to change subjects or courses. Do not choose a subject against the advice of your teachers who have seen many students make choices over the years and know the possible pitfalls.

Enrolment in Year 11 implies an acceptance on your part of certain responsibilities, not the least of which is to uphold the reputation of the school. You will be required to wear school uniform, attend all classes, complete all assignments, follow a regular study program and take on the responsibilities of the role of senior student in the school.

Students should take subjects and courses which:

- they have an interest in and will enjoy
- are suited to their ability and thus can manage and find success in
- best suit their future needs and career aspirations

Make a wise choice and enjoy your senior years.

There is no doubt that the academic demands of Year 11 are much greater than Year 10. A returning student is expected to meet work requirements, if she is unwilling or unable to do so, her position can be terminated under the Procedures for Suspension and Expulsion of School Students (1999). At Willoughby Girls High School there is an expectation that every student will make the most of her educational opportunity and allow others the same choice.

You will find that as you become more mature, bonds of mutual respect grow between you and your teachers and that you will have greater participation in school affairs and more opportunity to develop individual talents.

The rewards are there if you make your contribution.

S Young  
**PRINCIPAL**

S Leavers  
**DEPUTY PRINCIPAL**

# GENERAL INFORMATION ABOUT THE HSC

This is your introduction to the HSC and the many options available. More information is contained in the Board of Studies publication:

*“Studying for the New South Wales Higher School Certificate – An Information Booklet for Year 10 Students”* – distributed to all Year 10 students.

- The Higher School Certificate recognises 13 years of schooling. In the interests of greater career choices and increased opportunities at university and TAFE, it offers you a full range of study areas matching individual abilities, interests and goals.
- Courses are linked to further education and training.
  - Extension courses enable students to undertake more in-depth study in areas of special interest.
  - Vocational Education and Training courses count towards the HSC and also lead to qualifications recognised across a range of industries.
- The HSC includes life skills courses for students with special education needs.
- The HSC fairly assesses each student’s knowledge and skills.
- If you meet the minimum standard expected in a course you will receive a mark of 50. If you have a higher standard of performance you will receive a higher mark.
- For each course you will receive easy-to-understand reports which contain much more information. These reports provide clearer indications of what you have demonstrated you know, understand and can do in each course.

**Please note: Students are unable to change courses  
after the halfway point in Term 1 in Year 11**

## □ **WHAT TYPES OF COURSES CAN I SELECT?**

There are different types of courses that you can select in Years 11 and 12.

### • **Board Developed Courses**

These courses are developed by the Board of Studies. For each course the following information is available ([www.boardofstudies.nsw.edu.au](http://www.boardofstudies.nsw.edu.au)):

- the course objectives, structure, content and outcomes
- specific course requirements
- assessment requirements
- sample examination papers and marking guidelines
- the performance scale (including Vocational Education and Training Framework Courses)

All students entered for the HSC who are studying Board Developed Courses follow these syllabuses. These courses are examined externally at the end of the HSC course and can count towards the calculation of the Universities Admission Index (UAI).

### • **Board Endorsed Courses**

There are three main types of Board Endorsed Courses:

- Content Endorsed Courses (CECs) have syllabuses endorsed by the Board of Studies to cater for areas of special interest not covered in the Board Developed Courses. These include most TAFE courses offered.
- Schools may also design courses to meet student needs. These courses must be approved by the Board of Studies. Once approval is granted, schools offer selected courses to senior students as part of the Higher School Certificate.
- University Developed Courses are developed by universities in conjunction with schools to suit the particular needs of high ability students.

Some Board Endorsed Courses are one-year only courses, for example, Photography, Video and Digital Imaging 2 Unit.

There is no external examination for any Content Endorsed Course or School Designed Course, but all Board Endorsed Courses count towards the Higher School Certificate and appear on your Record of Achievement. Board Endorsed Courses do not count in the calculation of the UAI.

- **Vocational Education and Training (VET) Courses**

- Vocational Education and Training (VET) courses are offered as part of the Higher School Certificate. They enable students to study courses which are relevant to industry needs and have clear links to post-school destinations. These courses allow students to gain both Higher School Certificate qualifications and accreditation with industry and the workplace as part of the Australian Qualifications Framework (AQF). The national framework is recognised across Australia and helps students to move easily between the various education and training sectors and employment. Some of these courses have a work placement component. Students receive special documentation showing the competencies gained. Some of these courses will be delivered by the school, while others will be delivered by TAFE.

Further information about VET courses appears in the section listing the HSC Courses available.

### **Life Skills Courses as part of a Special Program of Study.**

Stage 6 (Years 11 and 12) Life Skills courses are available for students following a Special Program of Study for the Higher School Certificate.

Students accessing a Special Program of Study in Stage 6 will, in general, need to have completed at least four Generic Life Skills courses within a Special Program of Study in Stage 5 (Years 9 and 10). Further, participation in a Special Program of Study will be based upon an individual transition-planning process which will occur for both the Preliminary and HSC years.

Life Skills courses have Board Developed status and can be used in place of other Board Developed Courses to meet requirements for the award of the Higher School Certificate. Each Life Skills course comprises a 2 unit Preliminary course and a 2 unit HSC course. Life Skills courses are not examined externally at the end of the HSC course and do not count towards the calculation of the Universities Admission Index (UAI).

## □ WHAT ARE UNITS?

All courses offered for the Higher School Certificate have a unit value. Courses may have a value of 1 unit or 2 units. Most courses are 2 unit.

Each unit involves class time of approximately 2 hours per week (60 hours per year). In the HSC each unit has a value of 50 marks. Hence a 2 unit course has a value of 100 marks.

**2 units = 4 hours per week (approximately 120 hours per year)**  
**= 100 marks**

The following is a guideline to help you understand the pattern of courses.

### **2 UNIT COURSE**

⇒ This is the basic structure for all courses.

### **EXTENSION COURSE**

⇒ Extension study is available in a number of subjects.

Extension courses are 1 unit courses which build on the content of the 2 unit course. Extension courses require students to work beyond the standard of the 2 unit course, and are available in English, Mathematics, History, Music, some Languages and VET.

⇒ English and Mathematics Extension Courses are available at Preliminary and HSC levels. Students must study the Preliminary extension course in these subjects before proceeding to the two HSC extension courses (Extension 1 and Extension 2). The Extension 2 course requires students to work beyond the standard of the Extension 1 course.

⇒ HSC extension courses in subjects other than English and Mathematics are offered and examined in Year 12 only.

⇒ Extension courses in VET Frameworks are NOT included in the calculation of the UAI, and are only delivered at TAFE.

## □ REQUIREMENTS FOR THE AWARD OF THE HSC

If you wish to be awarded the HSC:

- you must study a minimum of 12 units in the Preliminary course and a minimum of 10 units in the HSC course. Both the Preliminary course and the HSC course must include the following:
  - at least 6 units from Board Developed Courses including at least 2 units of a Board Developed Course in English
  - at least three courses of 2 units value or greater
  - at least four subjects

At most 6 units of courses in Science can contribute to Higher School Certificate eligibility. If you study the Senior Science course you are excluded from preliminary courses in Biology, Chemistry, Earth & Environmental Science and Physics.

Language Beginners courses can only be studied by students who have minimal previous study or knowledge of that language (less than 100 hours in Years 7-10).

- you must complete the practical, oral or project works required for specific courses and the assessment requirements for each course.
- you must have sat for and made a serious attempt at the required Higher School Certificate examinations.
- you must have been granted a School Certificate or have attained such qualifications as the Board of Studies considers are satisfactory.
- your school Principal must certify that your conduct, attendance and progress have been satisfactory in Years 11 and 12.

### **Additional information:**

- The Board of Studies publication, *“Studying for the New South Wales Higher School Certificate – An Information Booklet for Year 10 Students”*, contains all the HSC rules and requirements you will need to know.
- If you wish to receive the Universities Admission Index (UAI), you must study a minimum of 10 Board Developed units in the HSC Course. The booklet, *“University Entry Requirements 2008 Year 10 Booklet”*, published by the Universities Admissions Centre (UAC) contains important information about entry to university courses, course prerequisites and other information to assist your choice of HSC courses for study in Years 11 and 12 in preparation for university entry.
- If you do not wish to receive a UAI, the rest of your courses may be made up from Board Endorsed Courses once you have studied six units from Board Developed Courses.

## □ **INFORMATION ABOUT THE UNIVERSITIES ADMISSION INDEX AND CATEGORISATION OF COURSES**

- To be eligible for a UAI a student must complete at least ten units of Board Developed courses.
- At least two units of English must be included.
- The Board Developed courses must include at least three courses of two units or greater.
- At least four subjects must be included.
- Board Developed courses are classified by the universities as Category A or Category B.
- The criteria for Category A courses are academic rigour, depth of knowledge and understanding, and the degree to which the course contributes to assumed knowledge for tertiary studies.
- Only the best two units from Category B courses are available for inclusion in the calculation of the UAI.
- Vocational Education and Training (VET) courses offered at this school are Category B courses. If students want the results from these courses to be available for inclusion in their UAI, they must undertake the optional written examination.
- There is one Board Developed course delivered by TAFE (Accounting). This is a Category B course and may count towards the UAI. There are many other courses delivered by TAFE which do not count towards the UAI.
- All other Board Developed courses offered at Willoughby Girls High School are Category A courses.
- Students who have completed less than 8 units of Category A courses will NOT be eligible for a UAI.

Please note that a subject is the general name given to an area of study. A course is a branch of study within a subject. A subject may have several different courses, for example, with the subject English the courses will include English standard, English Advanced, HSC English Extension 1, etc.

Students may accumulate courses over a period of no more than five years.

If a student repeats a course only the last satisfactory attempt is used in the calculation of the UAI.

## □ **STUDYING COURSES OUTSIDE OF WILLOUGHBY GIRLS HIGH SCHOOL**

Students may study courses at TAFE, Saturday School, Open High School Distance Education and with Outside Tutors.

- Courses offered through TAFE will include a range of Content Endorsed and Board Endorsed Vocational Education and Training (VET) courses. TAFE also offers some Board Developed Courses.
- Saturday School of Community Languages offers languages to students who wish to study their background community language and who are unable to do so at Willoughby Girls High School.
- The Open High School provides single-course enrolments in Languages Other Than English (LOTE) only. This only applies to languages not available at Willoughby Girls High School and in the case of background languages, those not available through the Saturday School of Community Languages.
- Distance Education provides for single-subject enrolments (other than LOTE) for students in exceptional circumstances.
- Outside Tutors with approval may provide for enrolments for students in Languages Other Than English (LOTE) only. This applies to languages not available at Willoughby Girls High School, Saturday School or the Open High School.

## HSC BOARD DEVELOPED COURSES OFFERED BY WILLOUGHBY GIRLS HIGH SCHOOL

*(See course notes following this table for explanation of symbols)*

Subject	Preliminary & HSC Courses (2 Unit)	Preliminary Extension Courses (1 Unit)	HSC Extension Courses (1 Unit)
Ancient History	Ancient History		HSC History Extension <sup>1</sup>
Biology	Biology <sup>2</sup>		
Business Studies	Business Studies		
Chemistry	Chemistry <sup>2</sup>		
Design and Technology	Design and Technology		
Drama	Drama		
Economics	Economics		
English	# English Standard English Advanced  English as a Second Language Fundamentals of English (Preliminary only)	Preliminary English Extension	HSC English Extension 1 HSC English Extension 2
Food Technology	Food Technology		
Geography	Geography		
Information Processes and Technology	Information Processes and Technology		
Languages	Please see next table		
Legal Studies	Legal Studies		
Mathematics	# General Mathematics Mathematics	Preliminary Mathematics Extension	HSC Mathematics Extension 1 HSC Mathematics Extension 2
Modern History	Modern History		HSC History Extension <sup>1</sup>
Music	# Music 1 <sup>3</sup> Music 2		HSC Music Extension
PD/Health/PE	PD/Health/PE		
Physics	Physics <sup>2</sup>		
Senior Science	Senior Science <sup>2</sup>		
Society and Culture	Society and Culture		
Software Design and Development	Software Design and Development		
Textiles and Design	Textiles and Design		
Visual Arts	Visual Arts		

**HSC BOARD DEVELOPED COURSES OFFERED BY  
WILLOUGHBY GIRLS HIGH SCHOOL continued**

**Languages**

<b>Subject</b>	<b>Preliminary &amp; HSC Courses (2 Unit)</b>	<b>Preliminary Extension Courses (1 Unit)</b>	<b>HSC Extension Courses (1 Unit)</b>
Chinese	# Chinese Background Speakers Chinese Beginners		
French	# French Beginners French Continuers		HSC French Extension
Japanese	# Japanese Beginners Japanese Continuers		HSC Japanese Extension

## **HSC Course Notes**

**These notes and footnotes (1 – 6) refer to the list of courses**

# You may select one course only from each of these subject groups.

- Fundamentals of English is a Preliminary course and must be studied in conjunction with either English Standard or English as a Second Language.
- A number of subjects include a requirement for the development of project work for either internal or external assessment – for example, Visual Arts, Drama, Design and Technology and others. Projects developed for assessment in one subject are not to be used either in full or in part for assessment in any other subject.

1. Students may elect to study either or both the 2 unit Ancient History and the 2 unit Modern History courses. There is one History Extension Course. This course allows students the flexibility to pursue areas of interest in Ancient and/or Modern History.
2. Of the 12 Preliminary and 10 HSC units required for the Higher School Certificate no more than 6 Preliminary units and 6 HSC units of Science can be included. The course Senior Science may not be taken as a Preliminary course with any of the following Science courses: Biology, Chemistry, Earth & Environmental Science and Physics. If at the end of the Preliminary course students discontinue one of the other 2 unit Science courses they can choose to take HSC Senior Science in its place.
3. You must study Music Course 2 if you wish to study HSC Music Extension.

**Additional information about courses and the HSC is available on the Board of Studies Website: <http://www.boardofstudies.nsw.edu.au>**

## **HSC BOARD DEVELOPED COURSES continued. VOCATIONAL EDUCATION AND TRAINING (VET)**

### **VET Curriculum Frameworks**

The Board has developed curriculum frameworks for eight industry areas. Within each framework there are a number of courses. You must undertake a work placement to complete these courses successfully.

The frameworks Willoughby Girls High School offers are:

- Business Services
- Information Technology
- Tourism and Hospitality

At Willoughby Girls High School, courses in the VET Curriculum Frameworks will be studied as Preliminary and HSC courses.

The 240-hour course in each framework will have a written examination which students can choose to undertake so that the result can be included in the calculation of the UAI.

Subject	Course
Business Services	Business Services (240 hours)
Information Technology	Information Technology (240 hours)
Tourism and Hospitality	Hospitality Operations (240 hours)

### **OTHER HSC VET COURSES**

VET courses are also available in other industry areas.

These are:

- Accounting (Board Developed Course delivered by TAFE)
- A wide range of Content Endorsed and Board Endorsed VET Courses are available through TAFE. (You should check with the Careers Adviser on the TAFE delivered HSC VET courses available in your area.)

## **CONTENT ENDORSED COURSES (OTHER THAN VOCATIONAL CECs) OFFERED BY WILLOUGHBY GIRLS HIGH SCHOOL**

### **COURSE**

Photography, Video and Digital Imaging 2 Unit

Exclusions applying to Content Endorsed Courses are listed in the course descriptions in part 2 of this booklet with the relevant CEC course description.

## □ ASSESSMENT AND REPORTING

- The HSC reports will provide you with more detailed descriptions of the knowledge, skills and understanding you have attained in each subject.
- Teachers have been provided with a syllabus package for each course. The packages include the syllabus content which teachers use to develop teaching programs, examination specifications, sample examination papers, sample marking guidelines and a performance scale.
- The syllabuses, along with assessment and examination information and a performance scale that will be used to describe your level of achievement, give a clear idea of the standards that are expected.
- The HSC reports will provide a description of your achievements that is similar to the one you will receive in this year's School Certificate for the tests in English-literacy, Mathematics, Science and Australian History, Geography, Civics and Citizenship.
- **School-based assessment tasks will contribute to 50% of your HSC mark.** Your school assessment mark will be based on your performance in assessment tasks you have undertaken during the course.
- The other 50% will come from the HSC examination.
- Your HSC mark for 2 unit courses will be reported on a scale of 0 to 100. A mark of 50 will represent the minimum standard expected. If you achieve the minimum standard expected in a course you will receive a mark of 50. There will be five performance bands above 50 that correspond to different levels of achievement in knowledge, skills and understanding. The band from 90 – 100 will correspond to the highest level of achievement.
- On satisfactory completion of your HSC you will receive a portfolio containing:
  - The HSC Testamur  
*(The official certificate confirming your achievement of all requirements for the award.)*
  - The Record of Achievement  
*(This document lists the courses you have studied and reports the marks and bands you have achieved.)* See the Appendix for a sample of this report.
  - Course Reports  
*For every HSC Board Developed Course (including VET Frameworks when students complete the optional HSC exam)) you will receive a Course Report showing your marks, the Performance Scale and the band descriptions for that course. A graph showing the statewide distribution of marks in the course is also shown.)* See the Appendix for a sample of this report.
  - AQF Certificate II if necessary competencies have been achieved in VET courses.

**Please note that the remainder of the curriculum statement is available from the school.**