****

ST BEDE’S COLLEGE

2 MENTONE PARADE, MENTONE, VICTORIA 3194

Phone: 9582 5999 Fax: 9582 5757

www.stbedes.catholic.edu.au

ABN: 59 127 195 135

**VCE PARENTAL NOTIFICATION OF A PROVISIONAL “N”**

In each Unit at VCE your son completes internally assessed pieces of work called “School Assessed Coursework” (SAC). The overall assessment of each Unit is measured on whether the “Outcome” (key learning/skills) has been demonstrated by the student – this is reported as either “Satisfactory” (**S**) or “Not Satisfactory” (**N**) by the subject teacher. One criterion which needs to be met in order to successfully complete VCE is the attainment of at least 16 Units over Years 11 and 12; a second criterion is attendance – if attendance is below expectations without reasonable evidence explaining the absence (such as medical certificates) then an “N” will be awarded regardless.

|  |  |
| --- | --- |
| **Student Name:** |  |
| **Subject:** |  |
| **Subject Teacher:** |  |
| **Date of Notification:** |  |
| **Tutor Group Teacher:** |  |
| **House Co-ordinator:** |  |

In the VCE Unit named above, your son’s current performance level indicates that an “N” will be awarded – at this moment it is a provisional “N”. The award of an “N” would mean the following:

1. Your son has not demonstrated a satisfactory understanding of the Outcome/s for the Unit

2. Your son would not be able to count this Unit towards his VCE

3. If the subject is English, this may have severe consequences for the completion of your son’s VCE

Unless the provisional “N” is awarded due to significant unexplained absences, your son still has time to meet requirements and achieve an overall “S” for the Unit

Your son has the impending “N” for the following specific reason/s:

|  |
| --- |
|  |

In order to not receive an “N” for this Unit, your son is required to:

|  |
| --- |
|  |
| PLEASE NOTE: Meeting this requirement does not change the original SAC mark that your son received |

If you require further information, please contact:

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **Please sign and return the attached form to the VCE Coordinator by date:** |  |
| **Signed:** |  |

**Attachment:** Impending “N” Form

****

ST BEDE’S COLLEGE

2 MENTONE PARADE, MENTONE, VICTORIA 3194

Phone: 9582 5999 Fax: 9582 5757

www.stbedes.catholic.edu.au

ABN: 59 127 195 135

**REPLY SLIP**

**VCE PARENTAL NOTIFICATION OF A PROVISIONAL “N”**

In each Unit at VCE your son completes internally assessed pieces of work called “School Assessed Coursework” (SAC). The overall assessment of each Unit is measured on whether the “Outcome” (key learning/skills) has been demonstrated by the student – this is reported as either “Satisfactory” (**S**) or “Not Satisfactory” (**N**) by the subject teacher. One criterion which needs to be met in order to successfully complete VCE is the attainment of at least 16

Units over Years 11 and 12; a second criterion is attendance – if attendance is below expectations without reasonable evidence explaining the absence (such as medical certificates) then an “N” will be awarded regardless.

|  |  |
| --- | --- |
| **Student Name:** |  |
| **Subject:** |  |
| **Subject Teacher:** |  |
| **Date of Notification:** |  |
| **Tutor Group Teacher:** |  |
| **House Co-ordinator:** |  |

As a parent / guardian of the above named student, I am fully aware of the consequences of the provisional “N” and I am fully aware of the requirements my son must fulfil in order to remedy the situation.

|  |  |
| --- | --- |
| **Parent/Guardian Name:** |  |
| **Parent/Guardian Signature:** |  |
| **Date:** |  |

If you have any further comments:

|  |
| --- |
|  |