

DE LA SALLE COLLEGE

Bonum Certamen Certa – Fight the Good Fight 1Tim 6:12



YEAR 11

NCEA LEVEL 1

COURSE & ASSESSMENT

HANDBOOK

2023



Assessment Procedures and Guidelines for Students

Students at De La Salle College study towards NCEA. We want all students to achieve the most successful outcomes in 2023.

We follow the rules and regulations of the New Zealand Qualifications Authority [NZQA]. The rules have been produced to ensure that **all** students are treated fairly. They have been developed by the school to ensure that the requirements of NZQA are met. It is essential that you make yourself familiar with the contents of this booklet. Keep it in a handy place. You will need to refer to it throughout the year. If you have any questions or concerns about assessment matters then talk to your subject teacher, Homeroom Tutor or Dean as soon as possible.

1. What is the NCEA?

NCEA = National Certificate of Educational Achievement – this is the national qualification administered by NZQA. There are 3 Levels:

- Level One normally in Year 11,
- Level Two normally in Year 12,
- Level Three normally in Year 13

2. How many credits do I need to gain an NCEA Certificate?



To gain entry to a New Zealand University Entrance (UE) you **MUST** have

- NCEA Level 3 and
- at least 10 Level 2 English or Te Reo credits or higher (5 in Reading and 5 in Writing) and 10 Level 1 Mathematics credits and.
- at least 14 credits in three approved subjects at Level 3 on the NZ Qualification Framework.

3. How many credits should I aim for?

80 credits are required at each NCEA Level. However, there are entry requirements to get into different courses in Year 12 and Year 13, and many university courses are looking for a minimum number of credits in particular subjects. You **MUST** aim to get more than the minimum requirement to pass your certificates so that you have plenty of choices available to you when it comes to choosing courses next year.

Students and teachers should think about **QUALITY rather than just QUANTITY**. Always aim for the highest level of achievement MERIT and EXCELLENCE. 80 Merit credits are far better than 130 Achieved credits.



4. How can I be Successful?

Be Organised: Know what you want to do and what you have to do and plan for both. Use a diary.

Seek Help Do this sooner rather than later. If you're not coping with a subject, your workload or things happening in your life then seek help

Be Informed You need to know how you will be assessed in each subject, the rules governing the assessments, timelines, etc. It is your responsibility to ask about things you're not sure of.

Work Hard This is one thing you must do if you want to achieve your best.

Set Goals Have a goal for the year and break it down into goals within subjects and short-term goals on a term by term or week by week basis

Where to seek help: Your subject teacher or another teacher you work well with, Friends, Parents, Guidance Counsellor, Careers Advisor, Homeroom Tutor, Dean and Assistant Principals

5. Assessments – what and when?

You gain credits by meeting standards in assessments which take place during the year (INTERNALS) and also in exams (EXTERNALS) in November/December. Some Visual Arts, Graphics and Technology external standards are assessed by portfolio submissions (practical work).

You will be given a course outline at the start of the year in each of your subjects which will tell you which standards are being assessed each term, how many credits they are worth, give you a guideline as to the time of assessment and give you the method of assessment. Your teachers will confirm for you the actual dates of each assessment – some assessments may be ongoing, while others will take the form of practicals, speeches, tests etc.

6. Do I need to work hard all year?

You are going to have a busy year!. You must treat each assessment as an opportunity to gain credits towards your certificate. There is also the opportunity to gain a Certificate endorsement or the possibility of sitting Scholarship exams at the end of the year.

7. What is a Certificate endorsement?

Students studying NCEA will be able to achieve qualifications with Merit or Excellence endorsements. For a certificate to be endorsed with Merit, 50 credits at Merit or Excellence will be required at the same level, or higher than the level which you are studying at. For a certificate to be endorsed with Excellence, 50 credits at Excellence will be required at the same level, or higher than that in which you are studying. The credits needed for endorsement will be able to be gained over more than one year.

Course (Subject) Endorsement:

Students can also gain Course Endorsement, which is recognition for students who perform exceptionally well in individual courses. A course endorsement can be gained independently of a qualification. For example, a student may gain a Merit endorsement for their Level 2 Mathematics course without achieving the NCEA Level 2 qualification. For course endorsement, students must gain 14 credits or more at Merit level or higher (for Merit endorsement) or 14 credits or more at Excellence level (for Excellence endorsement) in one school year. These credits must consist of at least three internal credits and three external credits (with the exception of Physical Education and Religious Education). For the most part, credits gained for unit standards will not contribute to endorsement of certificates, as they do not have grades of Merit and Excellence.

8. What is NZQA Scholarship and can I apply to sit it?

Scholarship is a monetary award to recognise top students. It does not attract credits or contribute towards a qualification but the fact that a student has gained a Scholarship appears on the Record of Achievement. The Scholarship exams enable students to be assessed against challenging standards, and are demanding for the most able students in each subject.

9. Can I have another go if I don't achieve the first time?

Most assessments will have just one opportunity. A few standards will be assessed more than once in any given year – the maximum is twice each year. Many other standards will be assessed from your classwork, so you should complete all of your work to the best of your ability.

Students may be allowed the opportunity for resubmission and/or reassessment. You can see this on each subject's Assessment Statement. You should talk to your teacher or the subject HOF about this.



10. What if I miss a deadline?

Deadlines will be given to you at the start of an assessment. You will be reminded frequently about deadlines. Many teachers will use **TEAMS** to share assessments and deadlines with you. If you fail to meet a deadline for an assessment you risk a NOT ACHIEVED grade. Your parents will be notified by the subject teacher and Dean and you will still have to complete all of the work associated with that assessment.

First – check when your work is due. Make note of dates in your diary. Second, if you are in danger of not meeting the deadline make contact with your teacher before the deadline. Teachers and HoFs will be willing to discuss options but only if you make contact early.

11. What if I know that I will be away on an assessment day?

If you know that you are going to be away when an assessment is on or when an assignment is due you **MUST** talk to your teacher before the date of the assessment. There is a form attached that you can give to your teacher or Dean. In some cases you may be able to sit the assessment at another time, you may be asked to sit a similar assessment or you may be given an extension. If you are absent because you are on holiday with your family, wagging or attending a non-medical appointment you will NOT be given another opportunity.

12. What if I cannot help being absent on an assessment day because I am sick, or attending a funeral or have another serious reason for being away?

You should get a parent to phone the school in the morning to let the office know that you will be absent. You must bring a note from your parents or a doctor's certificate to explain your absence. The HOF will consider the matter and decide if you should be given an extension, a late or another assessment opportunity, a grade based on assessment already recorded. If the HOF is not certain that you should be given special consideration because of your absence they must speak to the Principal's Nominee about the matter.

13. What if I am sick or away for exams?

Practice external exams are VERY important because if you are sick at the end of the year the grades you gained in the practice exams will be used to determine if you can be granted a derived grade for NCEA, based on evidence from a practice assessment during the year. If you are sick during the NCEA exams in November you must contact the Principal's Nominee **URGENTLY**– this may mean that you can get a grade based on your mock exams. The Principal's Nominee will contact NZQA on your behalf to organise this. A doctor will need to fill in part B of the form.

14. Making sure work is your own – PLAGARISM

It is important that the work that you submit for assessment is all your own. Copying large chunks of information from the internet or a friend is cheating. It is called plagiarism. If your teacher believes that the work is not yours you will be asked to produce your draft work and will have to discuss the work with your teacher. Your work may also be checked using plagiarism software. You may be required to include a Bibliography with your work which lists the sources that you have used in your assessment. If the teacher is still not sure that the work was done completely by you, you may have to discuss the matter with the HOF.

If there are still concerns you will meet with your Dean and the Assistant Principal. If it is found that your work is not your own, you and all students involved will be given a 'Not Achieved' grade for that standard and the Principal's Nominee will contact your parents to explain to them what steps have been taken by the school in investigating the matter. The following are some steps that a Head of Faculty may use to ensure the work is your own:

- ensuring that a proportion of the work is completed in the classroom
- changing the context of the assessment from year to year
- supervising the research process by including regular checkpoints
- requiring plans, resource material and draft work to be submitted with the final product
- submit your work to a Plagiarism website for verification.
- keeping on-going work on site
- oral questioning to confirm a student's understanding
- requiring a repeat part performance where there is doubt
- being familiar with or controlling the resources available
- controlling group work by breaking the assessment into group and individual components
- controlling the conditions during the assessment
- requiring a signature on an authenticity statement to highlight the importance to both parents and students.
- asking students to submit a bibliography which meets the school guidelines for bibliographies



15. What to do if you feel that a decision about my assessment is not fair

If you believe that a grade you receive during the year is not correct, or that a ruling on the breach of the rules is unfair you have a right to appeal it.

You, or your parent, must talk to your teacher about an issue within five days [a school week] of getting your marked work back.

If you are still not happy you should complete an Appeals Form which can be obtained from the Principal's Nominee. You can then refer the matter to the HOF who may consult with the Principal's Nominee. You or the school may consult with an outside subject expert for an independent opinion. You will be notified in writing, by the Principal's Nominee of the final decision.

16. Exam Procedures

Students must bring their own pens, pencils, calculators, rulers etc to the exam room in a clear plastic bag. Water in clear plastic bottles will be permitted to be brought into the exams. No food is allowed in the exam room. Mobile phones must be switched off and left in your bags at the back of the room or in a clear plastic bag under your desk. Only approved calculators may be used in examinations. The list of calculators approved for use will be provided in the published NZQA list. You must allow an Examination Supervisor or teacher to check your calculator, and to clear its memories to default settings if necessary, prior to the entering the examination room or starting the assessment. Students will be notified of the times during which they are allowed to leave the exam room.

If students are caught communicating during the exam or bring subject materials into the exam which are not permitted, the student will be given a 'Not Achieved' grade as the student will be considered to have been cheating. Parents will be notified. You may appeal the decision using the Appeals Procedure.

If there is a breach of the exam rules during NCEA exams in November, NZQA will investigate the matter and report their findings to the school and the affected students.

17. What if I miss deadlines and fail standards more than once or twice?

If you are failing to meet deadlines, or struggling to produce work of the required standard the school may withdraw you from some of your subjects or individual standards so that you concentrate on the ones that you are likely to be successful in. Your parents will be notified.

18. What if I have a special learning need?

If you have a special learning need which has been identified and documented you may be entitled to some extra help with your assessments. Some students may require enlarged examination papers because they have poor eyesight, they may require extra time to complete papers or be assigned a Reader/Writer for external standards. If you think that you might require extra assistance you **MUST** speak to the Assistant Principal at the start of Term 1 so that a proper assessment of your needs can be carried out by the school or other outside experts.

19. How much does NCEA cost?

From 2019, there is **no cost** to New Zealand citizens and permanent residents to enter NCEA. International students must pay some NCEA fees.



20. How do I keep track of my credits?

You must keep track of your credits using your diary and the KAMAR Portal. Your Homeroom teacher and Dean can check how many credits you have gained. A results summary will be printed out for you to check once a term. The school will publish credit totals as part of our Academic Counselling and target setting.

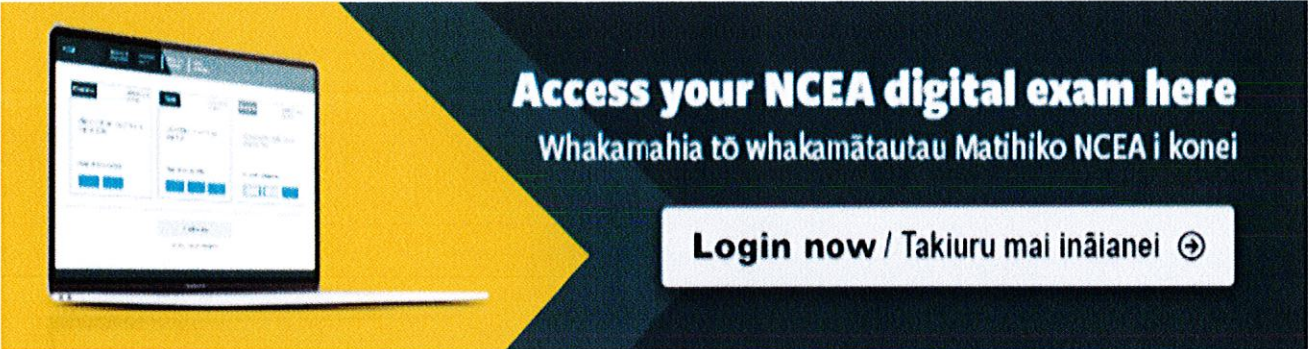
You can also access your results, check on progress to date and check on the accuracy of your results by logging in to the NZQA website: www.nzqa.govt.nz. You can gain access by using your learner log in, which is your NSN number - results are sent to NZQA by the school at the beginning of each month from May onwards. You must let your teacher or the Principal's Nominee know if you think there has been a mistake with any of your results so the matter can be investigated and the results amended if necessary.

Your results will be kept private as in the Privacy Act: no student's personal details, entry or results data or work should be shown to anyone who does not need to see them without the student's express permission.

Student Services

NCEA Digital Exams Login

For secondary school students to access their NCEA digital exams. You must have [Created an account](#) already to gain access.



Create An Account

If you haven't logged in before, you will need to know your [National Student Number \(NSN\)](#) to complete your account creation.

Students & Learners Login

For current and past students (secondary, tertiary and on-job training) to access their [Record of Achievement](#), [order certificates](#) and more.

21. When will I get my results?

Your Results notice and exam papers are returned to you in late January. Final grades and your NCEA National Certificates, and Record of Achievement are sent to you in early May, but you must request them online www.nzqa.govt.nz. It is important you do not lose these Certificates and results as many Universities and employers require original copies not print-offs from the internet.

You can also access information through the KAMAR Portal

[Notices](#)[Calendar](#)[Login](#)

Username:

Password:

22. What if I lose my Record of Achievement?

You are entitled to receive one free copy of your Record of Achievement if you have gained some credits in the previous year. You must request this ROA via the NZQA website or by calling the NZQA Call Centre on 0800 697 296. This facility is available from 1 February to 30 June each year. You can order additional copies of your ROA at a cost of \$15

23. Where can I find more information?

<http://www.nzqa.govt.nz/qualifications-standards/qualifications/ncea/>



ACE101 Assessment Statement 2023

Year : 11

Course : **Accounting and Economics Foundation**

Teacher in charge : Mr A Lin

The aims of this course are to introduce accounting and economics concepts to promote knowledge and understanding of accounting and economics as a financial language for individuals, community organisations and businesses. This course is the foundation course for Level 2 ACE course and Level 3 Accounting and Economics Studies.

Prerequisites :

Course is endorsable Additional Requirements

Successfully achieved in three standards for 10BST or 10ACE or with HOF approval.

BYOD

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90983	1	1	4	L1 Lit	Economics 1.1 - Demonstrate understanding of consumer choices, using scarcity and/or demand	Exam	E			
2	90985	1	1	3	L1 Lit	Economics 1.3 - Demonstrate understanding of producer choices using supply	Exam	E			
3	90986	1	1	5	L1 Lit	Economics 1.4 - Demonstrate understanding of how consumer, producer and/or government choices affect society, using market equilibrium	Exam	E			
4	91175	2	2	4	Num	Accounting 2.2 - Demonstrate understanding of accounting processing using accounting software	Practical	2	Term1 week 10		
5	90979	1	1	4	L1 Lit	Accounting 1.4 - Prepare financial information for a community organisation's annual general meeting	Test	1	Term 2 week 10		



ARD101 Assessment Statement 2023

Year : 11 Course : Art

Teacher in charge : Mr J Tan

If you are a student who enjoys being creative - drawing, painting and designing, Visual Arts is the subject for you! Possible career pathways include Communication design, Digital design, fashion design, industrial design, interaction design, spatial design, motion design, architecture and lots more!

Prerequisites :

Merits and Excellences at Year 10 Visual Arts (Preferred)

Course is endorsable

Additional Requirements :

Students will need to pay a subject fee of \$25 which covers a paint palette, pencils, eraser, journal, Art Case and folio boards.

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90914	1	1	4		Visual Arts 1.2 - Use drawing methods and skills for recording information using wet and dry media	Assignment	2	Term 3 week 2		
2	90916	1	1	12		Visual Arts 1.4 - Produce a body of work informed by established practice, which develops ideas, using a range of media	Portfolio	E	Term 3 week 10		



ART101 Assessment Statement 2023

Year : 11 Course : Art

Teacher in charge : Ms J Phillips

If you are a student who enjoys being creative - drawing, painting and designing, Visual Arts is the subject for you! Possible career pathways include Communication design, Digital design, fashion design, industrial design, interaction design, spatial design, motion design, architecture and lots more!

Prerequisites :

Pre-requisites: Merits and Excellences at Year 10 Visual Arts (Preferred)

Course is endorsable

Additional Requirements

Students will need to pay a subject fee of \$25 which covers a paint palette, pencils, eraser, journal, Art Case and folio boards.

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90914	1	1	4		Visual Arts 1.2 - Use drawing methods and skills for recording information using wet and dry media	Assignment	2	Term 3 week 2		
2	90916	1	1	12		Visual Arts 1.4 - Produce a body of work informed by established practice, which develops ideas, using a range of media	Portfolio	E	Term 3 week 10		



BST101 Assessment Statement 2023

Year : 11

Course : **Business Studies**

Teacher in charge : Mr A Lin

This programme is an exciting first step in the study of senior business studies. It introduces the internal features of a small business and builds on external factors that influence small businesses. It also covers three internal assessments. The marketing mix assessment requires students to apply marketing concepts to a chosen product. AS 90842 offers students to learn about the business by doing it. As part of the assessment students will make an actual product and sell it on market day for real profits. AS 90841 offers students opportunity to investigate Human Resources function using the actual small business.

Prerequisites :

Successfully achieved three internal assessments for 10BST or 10ACE or with HOF approval.

Course is endorsable

BYOD

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Additional Requirements	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90840	1	1	3	L1 Lit	Business Studies 1.4 - Apply the marketing mix to a new or existing product		Assignment	1	Week 10 T1		
2	90842	1	1	6	L1 Lit	Business Studies 1.6 - Carry out and review a product-based business activity within a classroom context with direction		Practical	1	Week 6 T3		
3	90841	1	1	3	L1 Lit	Business Studies 1.5 - Investigate aspects of human resource processes in a business		Assignment	1	Week 10 T2		
4	90837	1	1	4	L1 Lit	Business Studies 1.1 - Demonstrate an understanding of internal features of a small business		Exam	E			



CST101 Assessment Statement 2023

Year : 11

Course : **Computer Science Technology**

Teacher in charge : Mr H Brebner

Year 11 Computer Science Technology (NCEA Level 1) course provides opportunities for students to progress in Computational Thinking, Designing and Developing Digital Outcomes. Students will develop skills and knowledge to use digital tools in the areas of Programming, Digital Media, Database and Human Computer Interactions. Students will be encouraged to develop their own individual learning pathways. Extension opportunities will be offered to pursue Level 2 Digital Literacy Standards during School Holidays.

Prerequisites :

Preferably Year 10 CST / DMT course

Course is endorsable

Additional Requirements
Computer with Microsoft Office / Python / Internet Access

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	92004	1	1	5		DT 1.1 - Create a computer program	Practical	2	Term 2 Week 2		
2	92005	1	1	5		DT 1.2 - Develop a digital technologies outcome	Practical	2	Term 4 Week 2		
3	92006	1	1	5	Lit	DT 1.3 - Demonstrate understanding of usability in human-computer interfaces	Exam	E	Term 4 Week 2		
4	92007	1	1	5		DT 1.4 - Design a digital technologies outcome	Portfolio	E	Term 3 Week 2		



CIT101 Assessment Statement 2023

Year : 11

Course : **Creative Industries Technology**

Teacher in charge : Mr M Finch

This course develops the planning knowledge and practical skills gained in Year 10. The added Design and Visual Communication components at Year 11 level requires students to learn how to draw and use CAD Computer Aided Design with the aim of preparing to design in the Creative Industries Technologies field of study. They will learn how to and expected make a practical project using digital machinery such as CNC Router, Laser Cutter and 3D printers as well as traditional tools and machines Use of digital software and online project management to track project outcomes similar to industry. See Careers Advisor for specific Tertiary information related to your individual needs

Prerequisites :

Success in 10CIT.

Course is endorsable Additional Requirements

Students will be required to pay for any take home projects.

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	91044	1	1	4	L1 Lit	Generic Technology 1.1 - Undertake brief development to address a need or opportunity	Portfolio	1	5/05/2022		
2	91046	1	1	6		Generic Technology 1.3 - Use design ideas to produce a conceptual design for an outcome to address a brief	Portfolio	1	15/07/2022		



DVC101 Assessment Statement 2023

Year : 11

Course : Design and Visual Communication

Teacher in charge : Mr A Hawkins

Design and Visual Communication (DVC) is the study of Spatial Design (Architecture, Interior), Product Design and presenting your designs using any digital platform and or graphic media. Students learn how to visually communicate designs through sketching, drawing critically analysing to present ideas and designs to an audience. Using Computer Aided Design CAD software is a major component of this course. Students learn about design heritage, Maori and Pasifika designer theory and design principles all fundamental knowledge in the creative fields of study at Tertiary level.

Prerequisites :

To continue DVC in any of the senior years, completing and passing the previous year is a pre-requisite. Specialist DVC stationary requirements are essential for this subject.

Course is endorsable Additional Requirements

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	92001	1	1	5		DVC 1.2 - Use representation techniques to visually communicate a product or spatial design outcome	Portfolio	1	Wk 6 Term 3		
2	92000	1	1	5		DVC 1.1 - Generate product or spatial design ideas in response to te ao Maori and another design heritage	Portfolio	1	Wk 1 Term 2		
3	92002	1	1	5		DVC 1.3 - Develop product or spatial design ideas that consider people	Portfolio	E	Wk 6 Term 2		
4	92003	1	1	5	Num	DVC 1.4 - Use instrumental drawing techniques to communicate a product or spatial design outcome	Portfolio	E	Wk 5 Term 3		



DRA101 Assessment Statement 2023

Year: 11 Course: Drama

Teacher in charge: Mr G Waugh

If you enjoy being creative, thinking outside the box and expressing your creativity through performance or drama, this subject is for you! Possible career pathways include acting, broadcast presenter, journalism, theatre director, media film and television plus much much more!

Prerequisites :

None needed but, previous experience at 9 and or 10 Drama or similar extra curricular experience is preferred. Subject fee \$20

Course is endorsable Additional Requirements :

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90999	1	1	4	L1 Lit	Drama 1.4 - Use features of a theatre form in a performance	Practical	1	Term 4 week 3		
2	90997	1	1	5	L1 Lit	Drama 1.2 - Devise and perform a drama	Practical	1	Term 2 week3		
3	90011	1	1	4	L1 Lit	Drama 1.7 - Demonstrate understanding of the use of drama aspects within live performance	Exam	E			
4		0				End of Year Exam for: Drama 1.7 - Demonstrate understanding of the use of drama aspects within live performance	Exam	1			
5	90006	1	1	4	L1 Lit	Drama 1.1 - Apply drama techniques in a dramatic context	Practical	1	Term 3 week 3		
6	91000	1	1	4	L1 Lit	Drama 1.5 - Demonstrate understanding of a significant play	Assignment	1	optional Term 3 week 4		
7		0				Preliminary Exam for: Drama 1.7 - Demonstrate understanding of the use of drama aspects within live performance	Exam	1	13/06/2022		



ELL101 Assessment Statement 2023

Year : 11 Course : **English as an Additional Language**

Teacher in charge : Miss T Reti

Students are learning to read, write, listen to and speak about simple texts and familiar topics to become familiar with text structure and language features of description, recount, explanation and reporting.

English Language Learning is a course for students whose first language is not English and who speak additional languages to English.

Prerequisites :

Not Eligible for Course Endorsement Additional Requirements

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	27996	1	1	5		Write simple texts on everyday topics (EL)	Test	2	Week 8 Term 3		
2	31025	1	1	5		Present simple information on an everyday familiar topic (EL)	Practical	2	Week 10 Term 1		
3	31001	1	1	5		Read and understand simple texts for everyday practical purposes (EL)	Test	2	Week 8 Term 2		



ENG101 Assessment Statement 2023

Year : 11

Course : **Advanced English**

Teacher in charge : Ms L Henry

This is a programme where students will explore a variety of texts around the theme of "Overcoming Challenges and Coming of Age." This programme requires students to achieve at Level 6 of the curriculum to achieve NCEA level 1. You might be required to pay a small fee to cover the cost of assessment booklets. This is a subject endorsement course. Your teacher may in consultation with the Head of Faculty Miss Gani change this programme to cater for individual learning pathways.

Prerequisites :

Course is endorsable Additional Requirements :

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90852	1	1	4	L1 Lit	English 1.8 - Explain significant connection(s) across texts, using supporting evidence	Assignment	2	TERM 2 WK10		
2	90855	1	1	3	L1 Lit	English 1.7 - Create a visual text	Assignment	2	TERM 1 WK 10		
3	90856	1	1	3	L1 Lit	English 1.11 - Show understanding of visual and/or oral text(s) through close viewing and/or listening, using supporting evidence	Assignment	2	TERM 3 WK 10		
4	90849	1	1	4	L1 Lit	English 1.1 - Show understanding of specified aspect(s) of studied written text(s), using supporting evidence	Exam	E	TERM 4 WK 4		
5	90850	1	1	4	L1 Lit	English 1.2 - Show understanding of specified aspect(s) of studied visual or oral text(s), using supporting evidence	Exam	E	TERM 4 WK 4		



ENG102 Assessment Statement 2023

Year : 11

Course : English

Teacher in charge : Miss F Puleiku

This is a programme where students will explore a variety of texts around the theme of "Overcoming Challenging/ Coming of Age." This programme requires students to achieve at Level 6 of the curriculum to achieve NCEA level 1. This is a subject endorsement course. You might be required to pay a small fee to cover the cost of assessment booklets. Your teacher may in consultation with the Head of Faculty Miss Gani change this programme to cater for individual learning pathways.

Prerequisites :

Course is endorsable Additional Requirements :

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1		0				Practice Assessment for: English 1.2 - Show understanding of specified aspect(s) of studied visual or oral text(s), using supporting evidence	Exam	1	TERM 4 WK 4		
2	90852	1	1	4	L1 Lit	English 1.8 - Explain significant connection(s) across texts, using supporting evidence	Assignment	2	TERM 2 WK 9		
3	90855	1	1	3	L1 Lit	English 1.7 - Create a visual text	Assignment	2	TERM 1 WK 9		
4	90856	1	1	3	L1 Lit	English 1.11 - Show understanding of visual and/or oral text(s) through close viewing and/or listening, using supporting evidence	Assignment	2	TERM 3 WK 10		
5	90850	1	1	4	L1 Lit	English 1.2 - Show understanding of specified aspect(s) of studied visual or oral text(s), using supporting evidence	Exam	E	TERM 4 WK 4		



Year : 11

Course : Food, Hospitality and Tourism

Teacher in charge : Mr J Dobson

During this course, students will develop skills in selection, adaptation, processing, preparation and serving food with consideration to nutritional, hygiene and selection and use of equipment. Practical lessons with complement theory. The development of an authentic food context and the food modelling required to make decisions are crucial elements of food technology practice.

Prerequisites :

Success in 10FHT

Course is endorsable

Additional Requirements :
Students will be required to pay for any take home projects.

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	15918	1	1	3		Demonstrate knowledge of work roles in the hospitality industry	Assignment	1			
2	21059	1	1	2		Demonstrate knowledge of knife care, use, storage, and carrying for the hospitality industry	Assignment	1			
3	15892	1	1	5		Demonstrate knowledge of terminology used for food and recipes in commercial cookery	Assignment	1			
4	15896	1	1	3		Demonstrate knowledge of frying and grilling as cookery methods in the commercial catering industry	Practical	1			
5	21058	1	1	2		Identify career pathways in the hospitality industry	Assignment	1			
6	91048	1	1	4	Lit	Generic Technology 1.5 - Demonstrate understanding of how technological modelling supports decision-making	Portfolio	E			



GEO101 Assessment Statement 2023

Year : 11

Course : **Geography**

Teacher in charge : Mrs C Ainiu

The aim of Geography is to help students develop an understanding of the environment as the home of people. This course allows students to explore the relationships and connections between people and both natural and cultural environments and they interact with each other. Students will learn about key concepts and how to apply these along with basic geographic skills to demonstrate an understanding of a given environment.

Prerequisites :

Strong academic results for Junior Social Studies.

Course is endorsable

BYOD

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Additional Requirements	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	91011	1	1	4	Num L1 Lit	Geography 1.5 - Conduct geographic research, with direction		Assignment	1	Term 2 Week 1		
2	91009	1	1	3	L1 Lit	Geography 1.3 - Demonstrate geographic understanding of the sustainable use of an environment		Assignment	1	Term 2 Week 10		
3	91010	1	1	4	Num	Geography 1.4 - Apply concepts and basic geographic skills to demonstrate understanding of a given environment		Exam	E			
4	91012	1	1	3	L1 Lit	Geography 1.6 - Describe aspects of a contemporary New Zealand geographic issue		Assignment	1	Term 4, week 2		



HEA101 Assessment Statement 2023

Year : 11

Course : Health

Teacher in charge : Ms M Judd

HEA101 is a compulsory course for all students in Year 11, offering a total of 11 credits. The course is made up of 1.1, take action to enhance an aspect of well-being, 1.3 Demonstrate understanding of ways in which well-being can change and strategies to support well-being, 1.5 Demonstrate understanding of strategies for promoting

Prerequisites :

Not Eligible for Course Endorsement Additional Requirements :

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90971	1	1	3	L1 Lit	Health 1.1 - Take action to enhance an aspect of personal well-being	Assignment	1	Wk 9 Term 1		
2	91097	1	1	4	L1 Lit	Health 1.3 - Demonstrate understanding of ways in which well-being can change and strategies to support well-being	Assignment	1	Wk 9 Term 2		
3	90974	1	1	4	L1 Lit	Health 1.5 - Demonstrate understanding of strategies for promoting positive sexuality	Assignment	1	Wk 10 Term 3		



HIS101 Assessment Statement 2023

Year : 11

Course : **History**

Teacher in charge : Mr M Jeremic

This course provides strong foundation for students who are interested in studying History at Level 2 and 3 and eventually Law at the tertiary level. Students will be introduced to the study of History generally, and to the skills which historians use to investigate their subject. Skills such as essay writing and methodological research can be used in other subjects as well, and are therefore extremely useful.

Prerequisites :

Strong academic results in Junior Social Studies course.

Course is endorsable Additional Requirements :

BYOD

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	91001	1	1	4	L1 Lit	History 1.1 - Carry out an investigation of an historical event, or place, of significance to New Zealanders	Assignment	1	Week 1 Term 2		
2	91002	1	1	4	L1 Lit	History 1.2 - Demonstrate understanding of an historical event, or place, of significance to New Zealanders	Assignment	1	Week 1 Term 3		
3	91004	1	1	4	L1 Lit	History 1.4 - Demonstrate understanding of different perspectives of people in an historical event of significance to New Zealanders	Assignment	1	Week 2 Term 4		
4	91003	1	1	4	L1 Lit	History 1.3 - Interpret sources of an historical event of significance to New Zealanders	Exam	E			



NIU101 Assessment Statement 2023

Year: 11

Course: Vagahau Niue

Teacher in charge: Mr J Rex

Developing fluency in listening, speaking, reading and writing Vagahau Niue is expected at this level. Students will use language variably and effectively to express and justify their own ideas and opinions, and support or challenge those of others.

Prerequisites :

10NIU or consultation with HoF

Not Eligible for Course Endorsement Additional Requirements

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	29695	1	1	5		Interact using spoken Vagahau Niue to communicate personal information, ideas and opinions in different situations	Practical	1	Week 6 Term 3		
2	29696	1	1	5		Demonstrate understanding of a variety of spoken Vagahau Niue texts on areas of most immediate relevance	Assignment	1	Week 8 Term 3		
3	29698	1	1	5		Write a variety of text types in Vagahau Niue on areas of most immediate relevance	Assignment	1	Week 10 Term 3		



MAT101 Assessment Statement 2023

Year : 11

Course : **Mathematics**

Teacher in charge : Mr J L Marcelo

This Mathematics course is for capable students of mathematics. Mathematics is the exploration and use of patterns and relationships in quantities, space, and time. Statistics is the exploration and use of patterns and relationships in data. These two disciplines are related, but they use different ways of thinking and solving problems. Both equip students with effective means for investigating, interpreting, explaining, and making sense of the world. This Mathematics course aims to enable students to develop a variety of approaches to solving problems involving Mathematics & Statistics.

Prerequisites :

Success in the NCEA Level 1 internals from Year 10 and End of Year Exams or at the discretion of HoF.

Course is endorsable

Additional Requirements :
Calculator, Graphics Calculator

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	91030	1	1	3	Num	Mathematics and Statistics 1.5 - Apply measurement in solving problems	Test	1	T1 WK5		
2	91259	2	2	3	Num	Mathematics and Statistics 2.4 - Apply trigonometric relationships in solving problems	Test	1	T1 WK9		
3	91035	1	1	4	Num L1 Lit	Mathematics and Statistics 1.10 - Investigate multivariate data using PPDAC	Assignment	1	T2 WK8		
4	91256	2	2	2	Num	Mathematics and Statistics 2.1 - Apply co-ordinate geometry methods in solving problems	Test	1	T2 WK10		
5	91029	1	1	3	Num	Mathematics and Statistics 1.4 - Apply linear algebra in solving problems	Test	1	T3 WK10		
6	91027	1	1	4	Num	Mathematics and Statistics 1.2 - Apply algebraic procedures in solving problems	Exam	E	T3 WK9		
7	91028	1	1	4	Num	Mathematics and Statistics 1.3 - Investigate relationships between tables, equations and graphs	Exam	E	T4 WK4		



MUS101 Assessment Statement 2023

Year : 11

Course : **Music**

Teacher in charge : Mr S Williams-Folau

Music is the subject for you if you are interested in an opportunity to further develop your performance skills, research music and its history in detail and improve your ability to read Musical scores. Possible career pathways include performance music, creating and producing original music for a range of different medium, teaching, directing musical group and ensembles, music therapy plus much much more!

Prerequisites :

Merit or Excellence in Year 10 Music and must be able to play an instrument.

Course is endorsable Additional Requirements

\$30 to cover itinerant music lessons and theory workbooks used throughout the year

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	91091	1	1	4		Music 1.2 - Demonstrate ensemble skills through performing a piece of music as a member of a group	Performance	2	Term 2, week 1		
2	91090	1	1	6		Music 1.1 - Perform two pieces of music as a featured soloist	Performance	2	Term 3 Week 5		
3	91095	1	1	6	L1 Lit	Music 1.6 - Demonstrate knowledge of two music works from contrasting contexts	Assignment	2	Term 2, week 10		
4	91094	1	1	4	L1 Lit	Music 1.5 - Demonstrate knowledge of conventions used in music scores	Exam	E			
5	91092	1	1	6		Music 1.3 - Compose two original pieces of music	Portfolio	1	optional		



PED101 Assessment Statement 2023

Year : 11

Course : **Physical Education**

Teacher in charge : Mr M Bull

Students need to demonstrate strategies to improve performance in an applied setting. Students need to understand Body Function and demonstrate how it relates to exercise. Students are required to participate actively in a variety of physical activities and explain factors that influence own participation. Students are also required to demonstrate interpersonal skills in a group and explain how these skills impact on others.

Prerequisites :

Course is endorsable											Additional Requirements	
No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature	
1	90964	1	1	3		Physical Education 1.3 - Demonstrate quality movement in the performance of a physical activity	Practical	1	3/03/2023			
2	90967	1	1	3	L1 Lit	Physical Education 1.6 - Demonstrate strategies to improve the performance of a physical activity and describe the outcomes	Assignment	1	4/03/2023			
3	90963	1	1	5	L1 Lit	Physical Education 1.2 - Demonstrate understanding of the function of the body as it relates to the performance of physical activity	Assignment	1	13/07/2023			
4	90962	1	1	5		Physical Education 1.1 - Participate actively in a variety of physical activities and explain factors that influence own participation	Assignment	1	8/08/2023			
5	90966	1	1	4	L1 Lit	Physical Education 1.5 - Demonstrate interpersonal skills in a group and explain how these skills impact on others	Practical	1	20/07/2023			
6	90969	1	1	2		Physical Education 1.8 - Take purposeful action to assist others to participate in physical activity	Practical	1	30/11/2023			



REL101 Assessment Statement 2023

Year : 11 Course : **Religious Studies**

Teacher in charge : Mrs T Vaotuua

This course is made up of 3 main topics from the Understanding Faith Curriculum which is a continuation from Year 10 Religious Education. Each topic is assessed with a 6 credit Achievement Standard. The topics are:

- 1) Biblical Studies: Understanding the Gospel Story
- 2) Church History: The Reformation of the Church
- 3) Theology: Conscience, Morality, Values

Prerequisites :

Course is endorsable Additional Requirements :

Students are required to Achieve at least one standard to progress to the next level.

Access to laptop

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90818	1	1	6	L1 Lit	Religious Studies 1.3 - Describe the application of the key ethical principle(s) of a religious tradition to an issue	Assignment	1	T1 WK10		
2	90816	1	1	6	L1 Lit	Religious Studies 1.1 - Describe the purpose of a sacred text within a religious tradition	Assignment	1	T2 WK10		
3	90817	1	1	6	L1 Lit	Religious Studies 1.2 - Describe a significant development within a religious tradition	Assignment	1	T3 WK10		



SAM101 Assessment Statement 2023

Year : 11

Course : Gagana Samoa

Teacher in charge : Mr S Endemann

O lau Gagana, o lau fa'asinomaga.

Developing fluency in listening, speaking, reading and writing Gagana Samoa is expected at this level. Students will understand and produce more complex language by communicating beyond the immediate context and will understand and produce a variety of text types for different purposes.

Prerequisites :

10SAM or consultation with HOF

Course is endorsable Additional Requirements

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90904	1	1	4		Samoan 1.2 - Give a spoken presentation in Samoan that communicates a personal response	Practical	2	Term 2 Week 8		
2	90905	1	1	5		Samoan 1.3 - Interact using spoken Samoan to communicate personal information, ideas and opinions in different situations	Practical	1	Term 3 Week 8		
3	90907	1	1	5		Samoan 1.5 - Write a variety of text types in Samoan on areas of most immediate relevance	Portfolio	1	Term 4 Week 2		
4	90903	1	1	5		Samoan 1.1 - Demonstrate understanding of a variety of spoken Samoan texts on areas of most immediate relevance	Exam	E			
5	90906	1	1	5		Samoan 1.4 - Demonstrate understanding of a variety of Samoan texts on areas of most immediate relevance	Exam	E			



SCI101 Assessment Statement 2023

Year: 11

Course: **Advanced Science**

Teacher in charge: Mrs V Kumar

Level 1 Science is compulsory in Year 11. This course is aimed at those students who have achieved extremely well in Year 10 Science and who know that they wish to pursue a career that requires specialised Science subject. This course offers three external and three internal standards worth a total of 24 credits. The course provides students a taste of chemistry, Biology, Physics and Earth and Space Science. Its an accelerated course where students need to demonstrate strong work ethic. Over the course of the year students will grow their scientific knowledge and skills which will set an excellent foundation for L2/L3 Science courses with career pathways which include engineering, medical Science, architecture, pilot, marine biologist and many more.

Prerequisites :

Minimum of M or E grades across all Formative and Summative Science assessments and Examinations.

Course is endorsable Additional Requirements :

Course cost: \$20.00 (SciPad Textbook).
A Scientific Calculator

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90930	1	1	4	Num	Chemistry 1.1 - Carry out a practical chemistry investigation, with direction	Practical	1	Week 10 Term 3		
2	90935	1	1	4	Num	Physics 1.1 - Carry out a practical physics investigation that leads to a linear mathematical relationship, with direction	Practical	1	Week 2 Term 2		
3	90950	1	1	4		Science 1.11 - Investigate biological ideas relating to interactions between humans and micro-organisms	Assignment	1	Week 2 Term 3		
4	90940	1	1	4	Num	Science 1.1 - Demonstrate understanding of aspects of mechanics	Exam	E			
5	90944	1	1	4		Science 1.5 - Demonstrate understanding of aspects of acids and bases	Exam	E			
6	90948	1	1	4	L1 Lit	Science 1.9 - Demonstrate understanding of biological ideas relating to genetic variation	Exam	E			



SCI102 Assessment Statement 2023

Year : 11

Course : Science

Teacher in charge : Ms T Faireka

Level 1 Science is compulsory in Year 11. This course is a full Science Course based on Level 6 of the New Zealand Curriculum. This course includes 2 external and 3 internal standards worth a total of 20 credits. Students will develop a broad range of Scientific Skills and Knowledge. Topics include: Acids and Bases, Mechanics and Life Processes of Microbes. Students will be expected to complete practical investigation and write scientific report on their findings. Upon successful completion of this course, students will begin to appreciate the role of Science in society, and will be able to continue Science specialised courses (Chemistry, Biology, Physics and Earth and Space) in Year 12.

Prerequisites :

A satisfactory pass in Year 10 Science assessment and examination

Course is endorsable Additional Requirements

Student workbook cost: \$20 for Year 11 SciPad.
Scientific Calculator

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90935	1	1	4	Num	Physics 1.1 - Carry out a practical physics investigation that leads to a linear mathematical relationship, with direction	Practical	1	Week 3 Term 2		
2	90950	1	1	4		Science 1.11 - Investigate biological ideas relating to interactions between humans and micro-organisms	Assignment	1	Week 9 Term 2		
3	90930	1	1	4	Num	Chemistry 1.1 - Carry out a practical chemistry investigation, with direction	Practical	1	Week 10 Term 3		
4	90940	1	1	4	Num	Science 1.1 - Demonstrate understanding of aspects of mechanics	Exam	E	Term 4		
5	90944	1	1	4		Science 1.5 - Demonstrate understanding of aspects of acids and bases	Exam	E	Term 4		



SCI103 Assessment Statement 2023

Year: 11

Course: Applied Science

Teacher in charge: Ms T Faireka

This course is an Internal Science Course based on Level 6 of the New Zealand Curriculum. A total of 19 credits are offered to the students enrolled for this course. Students will develop a broad range of Scientific Skills and Knowledge. Topics include: Earth and Space Science, Metallurgy, and Life Processes, biological investigation and researching on biological issue. in context. Students will be expected to complete a practical investigation and write a scientific report. Students who have completed this course will be beginning to appreciate the role of Science in society, and will be able to continue into SCI201 in the following year.

Prerequisites :

Not Eligible for Course Endorsement Additional Requirements :

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	90946	1	1	4		Science 1.7 - Investigate the implications of the properties of metals for their use in society	Assignment	1	Week 11 Term 1		
2	90954	1	1	4	Lit	Science 1.15 - Demonstrate understanding of the effects of astronomical cycles on planet Earth	Assignment	1	Week 5 Term 2		
3	90950	1	1	4		Science 1.11 - Investigate biological ideas relating to interactions between humans and micro-organisms	Assignment	1	Week 1 Term 3		
4	90925	1	1	4	Num	Biology 1.1 - Carry out a practical investigation in a biological context, with direction	Practical	1	Week 4 Term 4		
5	90926	1	1	3	Lit	Biology 1.2 - Report on a biological issue	Assignment	1	Week 6 Term 3		



TRM101 Assessment Statement 2023

Year : 11

Course : **Te Reo Maori**

Teacher in charge : Miss T Reti

Te Puāwaitanga

Students will be learning to converse with te reo Māori speakers in familiar social situations and be able to use basic Māori language patterns spontaneously. They will experiment with new language and read independently. Students will be able to write short passages, personal letters, and simple formal letters in te reo Māori. Students will increase confidence in using a range of strategies for learning te reo Māori and for communicating with others in predominantly Māori social contexts.

Prerequisites :

Course is endorsable Additional Requirements :

No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	91085	1	1	6	L1 Lit	Te Reo Maori 1.1 - Whakarongo kia mohio ki te reo o tona ao	Test	2			
2	91086	1	1	6	L1 Lit	Te Reo Maori 1.2 - Korero kia whakamahi i te reo o tona ao	Test	2			
3	91087	1	1	6	L1 Lit	Te Reo Maori 1.3 - Panui kia mohio ki te reo o tona ao	Exam	E			
4	91088	1	1	6	L1 Lit	Te Reo Maori 1.4 - Tuhi i te reo o tona ao	Exam	E			



TON101 Assessment Statement 2023

Year : 11

Course : **Lea Faka Tonga**

Teacher in charge : Mr L A Ufi

Ko 'ete Tonga' 'a e 'ilo 'etau Lea'

Developing fluency in listening, speaking, reading and writing Lea Faka Tonga is expected at this level. Students will begin to use language variably and effectively to express and justify their own ideas and opinions, and support or challenge those of others.

Prerequisites :

Prerequisites :		Course is endorsable				Additional Requirements					
No	Standard Number	Version	Level	Credits	Lit / Num	Full Title	Method of Assessment	Assessment Opportunities Offered	Approximate Date	Grade	Teacher Signature
1	91673	1	1	5		Lea Faka-Tonga 1.5 - Write a variety of text types in Lea Faka-Tonga on areas of most immediate relevance	Portfolio	2	Week 10 Term 2		
2	91671	1	1	5		Lea Faka-Tonga 1.3 - Interact using spoken Lea Faka-Tonga to communicate personal information, ideas and opinions in different situations	Practical	2	Week 1 Term 4		
3	91670	1	1	4		Lea Faka - Tonga 1.2 - Give a spoken presentation in Lea Faka-Tonga that communicates a personal response	Practical	2	Week 1 Term 3		
4	91669	1	1	5		Lea Faka-Tonga 1.1 - Demonstrate understanding of a variety of spoken Lea Faka-Tonga texts on areas of most immediate relevance	Exam	E			



De La Salle College Assessment Result Appeal Form

Name: _____ Class: _____

Name/number of standard being appealed: _____

Subject: _____ Teacher who marked work: _____

Grade awarded for standard: _____

Date work returned to student: _____ Date of appeal: _____

Reason for appeal:

Student signature: _____ Caregiver's signature: _____

OFFICE USE ONLY

Teacher response:

HOF response:

Principal's Nominee response:

Final decision:



De La Salle College

Application for Extension Absence from Internal Assessment

Student: _____

Class: _____

Subject: _____

Teacher: _____

Assessment title:

Standard number: _____

Type of assessment activity (*test, practical, assignment etc*).

Date of assessment or due date: _____

Reason for application:

☐

Illness or injury: *medical certificate or a letter from parent / caregiver* must be attached.

☐

Family / personal trauma: documentation must be attached (*eg. a letter from parent / caregiver, counsellor or Dean*).

☐

School activity (*sporting or cultural*) _____

Signature of the teacher-in-charge of the activity: _____

Decision by Principal's Nominee:

☐

Extension granted, new due date: _____

☐

New assessment granted, new date: _____

☐

Compassionate consideration will be used to determine a grade. HOD / TIC to attach documentation of evidence used to determine the grade and the grade awarded.

☐

Application denied. Comment: _____

The reason for this has been explained to me and I accept the decision.

Signed: _____ (Student) _____ (Teacher)



De La Salle College

Application for Extension

Absence from Internal Assessment

Student: _____

Class: _____

Subject: _____

Teacher: _____

Assessment title:

Standard number: _____

Type of assessment activity (*test, practical, assignment etc*).

Date of assessment or due date: _____

Reason for application:

☐

Illness or injury: *medical certificate or a letter from parent / caregiver* must be attached.

☐

Family / personal trauma: documentation must be attached (*eg. a letter from parent / caregiver, counsellor or Dean*).

☐

School activity (*sporting or cultural*) _____

Signature of the teacher-in-charge of the activity: _____

Decision by Principal's Nominee:

☐

Extension granted, new due date: _____

☐

New assessment granted, new date: _____

☐

Compassionate consideration will be used to determine a grade. HOD / TIC to attach documentation of evidence used to determine the grade and the grade awarded.

☐

Application denied. Comment: _____

The reason for this has been explained to me and I accept the decision.

Signed: _____ (Student) _____ (Teacher)