



Application for permission to enrol in a WACE language course in 2018

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Disclaimer

Any resources such as texts, websites and so on that may be referred to in this document are provided as examples of resources that teachers can use to support their learning programs. Their inclusion does not imply that they are mandatory or that they are the only resources relevant to the course.

Introduction

All students intending to enrol in a Western Australian Certificate of Education (WACE) language course are required to complete an application for permission to enrol.

The objective of the language enrolment process is to ensure that students with a linguistic advantage in a language are not assessed against students who do not have the same advantage. Students deemed to have a greater linguistic competency than required by the course are not permitted to enrol.

The criteria for enrolment have been designed to assess the degree to which a student has had previous experience in, and exposure to, the language they wish to study.

Research into language acquisition has shown that people who learn a language during their 'critical period,' that is, between birth and around 10 years of age, have an advantage over those who learn the language outside of this period. It has also shown that children who are immersed in a language, for example, through growing up with the language at home, or spending time in a country where the language is a medium of communication and/or through attending a school where the language is the medium of instruction, have an advantage over other learners.

The WACE language courses

In Western Australia, there are differentiated senior secondary language courses that meet the specific language learning needs of a particular group of students. Within each of these groups, there are differences in proficiency in using the language and its cultural systems.

Target audience for language courses

The descriptions below of the target audience for each language course are intended to provide you with general guidance to ensure you are enrolled in the appropriate course.

Second language courses

These courses are aimed at students for whom the language for which they are applying is a second (or subsequent) language.

These students:

- have typically learnt everything they know about the language and its culture through classroom teaching in an Australian school or similar environment, where English is the language of school instruction
- have typically studied the language for 200–400 hours at the commencement of Year 11
- may have experienced some short stays or exchanges (less than two years in total) in a country where the language is a medium of communication
- do not use, or infrequently use, the language outside the language classroom
- are not exposed to, or are infrequently exposed to, the language outside the language classroom.

Background language courses

These courses are aimed at students who have prior exposure to the language for which they are applying that provides a linguistic and cultural advantage.

These students:

- have had formal education (one to five years in total) in a school where the language is the medium of instruction, and/or
- have spent some time for holidays, family visits or exchange purposes (two to five years in total) in a country where the language is a medium of communication, and/or
- use the language for communication outside the language classroom, and/or
- are exposed to the language outside the language classroom and may have a connection to that culture.

First language courses

These courses are aimed at students who have a linguistic and cultural background in the language for which they are applying.

These students:

- have had formal education in the language for an extended period (five years or more at any time from Pre-primary, or the equivalent onwards) in a school where the language is the medium of communication and/or school instruction, and/or
- were born in a country where the language is the medium of communication or have lived in the country for five years or more, and/or
- use the language for communication outside the language classroom, and/or
- are exposed to the language outside the language classroom and have a connection to that culture.

For the purpose of this application:

- speakers of dialects and variants of a language are considered to be speakers of the standard language.
- China, Taiwan, Hong Kong, Macau, Malaysia, Singapore, Brunei and Christmas Island are considered **Chinese-speaking** countries/places.
- Indonesia, Malaysia, Singapore, Brunei, Christmas Island and Cocos Island are considered **Indonesian-speaking** countries/places.
- speakers of Indonesian and speakers of Malay are considered to be speakers of both languages.
- all Francophone countries are considered **French-speaking**.
- Germany, Austria and Switzerland are considered **German-speaking** countries.
- Italy and Switzerland are considered **Italian-speaking** countries.

Criteria for permission to enrol in a WACE language course

There are three criteria against which your application for enrolment will be assessed:

- Education
- Residency and/or time spent in-country
- Use of the language outside the classroom.

PATHWAY	CRITERIA FOR PERMISSION TO ENROL IN A WACE LANGUAGE COURSE		
	Education	Residency and/or time spent in-country	Use of the language outside the classroom
Second language courses	Less than one (1) year in total of formal education (from Pre-primary) in schools where the language is a language of instruction, including education in community organisations	Less than two (2) years in total of residency and time spent in a country where the language is a medium of communication	Infrequent use of the language outside the classroom with a speaker/s of the language is permitted
Background language courses	One (1) to five (5) years in total of formal education (from Pre-primary) in schools where the language is a language of instruction, including education in community organisations	Two (2) to five (5) years in total of residency and time spent in a country where the language is a medium of communication	Use of the language outside the classroom with a speaker/s of the language is permitted
First language courses	More than five (5) years in total of formal education (from Pre-primary) in schools where the language is a language of instruction, including education in community organisations	More than five (5) years in total of residency and time spent in a country where the language is a medium of communication	Use of the language outside the classroom with a speaker/s of the language is permitted

Note: 1 In the Education criterion, the reference to a 'year' is an academic or school year.

2 In the Residency criterion, the reference to a 'year' is to a period of twelve months.

A student who provides incorrect or misleading information in support of his/her application for permission to enrol has breached examination rules and may be withdrawn from the course or have his/her results in the course removed from official School Curriculum and Standards Authority records.

Applying for permission to enrol in a WACE language course in 2018

If intending to enrol in a Western Australian Certificate of Education (WACE) language course in 2018 you are required to complete the application from **page 7 to page 14** of this document.

To support you in completing your application go to <http://senior-secondary.scsa.wa.edu.au/languages/> where you will find:

- a checklist
- advice on completing the required statutory declaration.

Information to be provided by you and your school

Your application must include a copy of each of the following:

- your complete Year 10 Semester 1 report (for all subjects)
- the enrolment form that your parents or guardians completed when they enrolled you at your current school
- MCEETYA data collection form (if the school enrolment form does not show details about the language/s spoken at home by you and your parent/s or guardian/s).

The Authority may request further information to clarify aspects of your application.

Additional information to be provided for residency, travel and schooling

If you have resided in, and/or travelled to and/or attended school in a country or place where the language in which you wish to enrol is used for communication and/or school instruction and/or is studied as a second language, your application must include a copy of each of the following:

- the passport page showing your name, place of birth and nationality
- the passport page authenticating the date of entry into Australia as a resident if you were not born in Australia
- the most recent report from the school (i.e. one report) that you have attended outside Australia (where applicable).

You may be required to provide an International Movement Records document (IMR) to clarify aspects of your residency and travel. This document is available from the Department of Immigration and Border Protection.

Submission of your application

When your application is ready for submission, check it to ensure all required sections are completed and **all required** documents are attached, then provide it to your school for completion of Section 2 and Section 5 and submission to the Authority.

You must allow sufficient time for your school to complete the application and submit it to the Authority by:

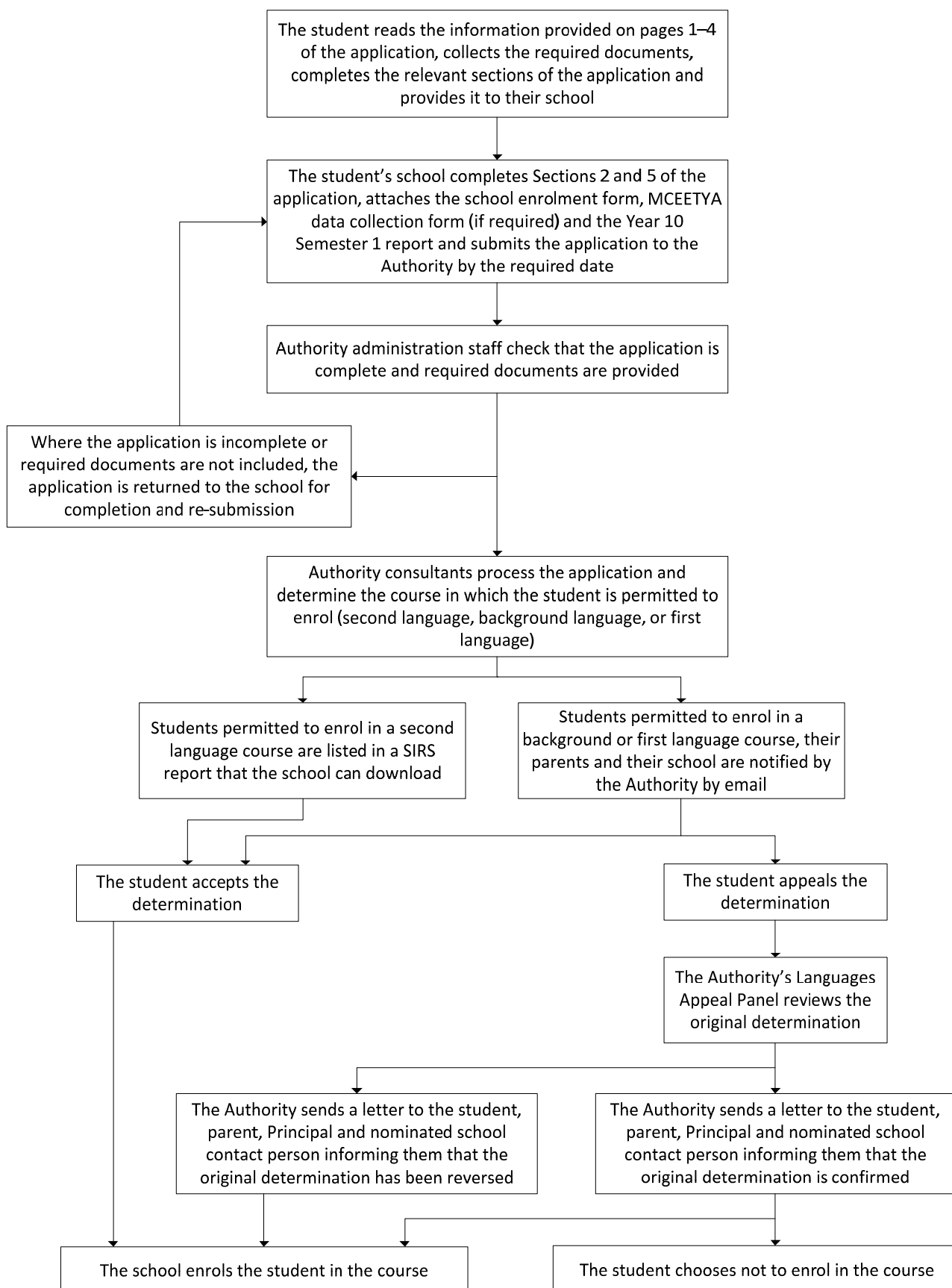
- **Friday, 28 July 2017**, or earlier where the school starts the 2018 school year in Term 4, 2017
- **Friday, 25 August 2017**, or earlier where the school starts the 2018 school year in Term 1, 2018.

Applications must be sent to:

Administrative Assistant, Languages Enrolment
PO Box 816, Cannington WA 6987

Incomplete applications and applications submitted without the required documents will be returned to the school for completion and re-submission.

Application process for permission to enrol in a WACE language course



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Application for permission to enrol in a WACE language course in 2018

Language/s applied for (Indicate the language course for which you are applying with **X**)

Language	Chinese	French	German	Indonesian	Italian	Japanese
ATAR						
General						

Section 1: Student information

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Your SCSA Student Identification Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Your legal surname/family name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Your first given name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Your second given name

Your email address																			
--------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Your date of birth

M	F
---	---

Gender

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Your place/country of birth

Date of arrival in Australia if you were born overseas	D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---

Your age on arrival in Australia	Years	Months
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I am currently enrolled or intend to enrol in the **English as an Additional Language or Dialect course (X)**

Note: Students who are first language speakers of the language for which they are applying do not need to complete the following sections of this form. They must return the application to their school to complete Sections 2 and 5.

Section 2: School information *(To be completed by the language teacher or the school contact)*

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Name of school

--	--	--	--	--

School code

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Language teacher or school contact for enquiries

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Email address

--

Telephone number

Office use only

PC 1: SL BL FL _____ DATE: _____

PC 2: SL BL FL _____ DATE: _____

Section 3: Information related to enrolment criteria

The information you provide will be assessed against three criteria:

- Education
- Residency and time spent in-country
- Use of the language outside the classroom.

3.1 Education criterion

Second language	Less than one (1) year* in total of formal education (from Pre-primary) in schools where the language is a language of instruction, including education in community organisations
Background language	One (1) to five (5) years* in total of formal education (from Pre-primary) in schools where the language is a language of instruction, including education in community organisations
First language	More than five (5) years* in total of formal education (from Pre-primary) in schools where the language is a language of instruction, including education in community organisations

* In the Education criterion, the reference to a 'year' is an academic or school year

3.1.1 In the table below, provide details for each year that you attended Pre-primary (or the equivalent), primary and secondary school. Each cell in this table needs to be completed.

Month/year (MM/YYYY)	Year level	Official name of the main school/ place of learning you attended (include the name of the country if your school was outside Australia)	Language/s of instruction at your school	Language/s studied	Hours per week
	10				
	9				
	8				
	7				
	6				
	5				
	4				
	3				
	2				
	1				
	Pre- primary				

3.1.2 Attach a copy of your complete Year 10 Semester 1 school report.

3.1.3 Attach a copy of your most recent report from the school attended outside Australia.



3.1.4 Have you received instruction in the language for which you are applying at a community organisation out of school hours?

- No. Go to Section 3.2
- Yes. Enter the details in the table below.

Month/year (MM/YYYY)	Year level	Name of the community organisation	Name of the course/program	Language of instruction	Hours per week

3.2 Residency and/or time spent in-country criterion

Second language	Less than two (2) years* in total of residency and time spent in a country where the language is a medium of communication
Background language	Two (2) to five (5) years* in total of residency and time spent in a country where the language is a medium of communication
First language	More than five (5) years* in total of residency and time spent in a country where the language is a medium of communication

* In the Residency criterion, the reference to a 'year' is to a period of twelve months

3.2.1 Complete all cells in Column 2 providing details of countries where you have lived.

Complete the relevant cells in Column 3, and the corresponding cells in Columns 4 and 5 to indicate visits to, or in-country experiences in, countries where the language for which you are applying is a medium of communication.

Column 1	Column 2	Column 3	Column 4	Column 5
Calendar year	My country or place of residence	My visit or in-country experience (name of country/place)	Purpose of my visit or in-country experience (e.g. visit family, holiday, exchange)	Duration of my visit or in-country experience (e.g. 11/1/09 to 3/4/09)
2017				
2016				
2015				
2014				
2013				
2012				
2011				
2010				
2009				
2008				
2007				
2006				
2005				
2004				
2003				
2002				
2001				
2000				

3.2.2 Attach a copy of the passport page showing your name, place of birth and nationality.



3.2.3 Attach a copy of the passport page authenticating the date of entry into Australia as a resident if you were not born in Australia.



3.2.4 Attach a copy of your International Movement Records document (if required).



3.3 Use of the language for communication outside the classroom criterion

Second language	Infrequent use of the language outside the language classroom with a speaker/s of the language is permitted
Background language	Use of the language outside the language classroom with a speaker/s of the language is permitted
First language	Use of the language outside the language classroom with a speaker/s of the language is permitted

3.3.1 Provide the following information:

1. The first language/s that you learned to speak _____
2. Other languages that you:
 - Speak, but did not learn at school _____
 - Read, but did not learn at school _____
 - Write, but did not learn at school _____

3.3.2 Tick (✓) the cells in the table below to indicate the frequency of use of the language for which you are applying.

Use (speak with, or spoken to in the language, by any of the following groups)	Frequency of use				
	Daily	Weekly	Monthly	Infrequently	Never
Member(s) of immediate family					
Extended family					
Community and friends					

- If you have ticked 'Never' for all three groups in the table above then go to Section 4.
- If you have ticked 'Daily', 'Weekly', 'Monthly' or 'Infrequently' one or more times in the table above then please provide details of how you use the language for which you are applying.

3.3.3 Attach a copy of your school enrolment form available from the school.



3.3.4 Attach a copy of your MCEETYA data collection form (if required).



Section 4: Student declaration and parent/guardian acknowledgement

4.1 Statutory declaration by the student (this is a legal document)

- You must:
 - complete and sign the statutory declaration below in blue or black pen
 - initial and date any errors or changes (do not use correction fluid or tape).
- The declaration must be signed by an authorised witness, such as a bank manager, chemist, doctor or teacher.

A list of authorised witnesses is available at <http://senior-secondary.scsa.wa.edu.au/languages/>

STATUTORY DECLARATION

I, _____
[Name of person making the declaration]

[Current address of person making the declaration]

sincerely declare as follows:

that the information I have provided in the *Application for permission to enrol in a WACE language course 2018* relating to:

Section 1: Student information

Section 3: Information related to enrolment criteria

is true and correct to the best of my knowledge.

This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

At _____
[Place]

on _____
[Date]

by _____
[Signature of person making the declaration]

in the presence of _____
[Signature of authorised witness]

[Name of authorised witness and qualification as such a witness]

4.2 Parent/guardian acknowledgement

ACKNOWLEDGEMENT

I acknowledge that I have sighted this application and that it has been completed accurately and truthfully.

Name _____

Signature _____

Date ____/____/____

A student who provides incorrect or misleading information in support of his/her application for permission to enrol has breached examination rules and may be withdrawn from the course or have his/her results in the course removed from official School Curriculum and Standards Authority records.

Section 5: Teacher and Principal declarations *(To be completed on receipt of the completed application)*

CONFIDENTIAL

Declaration by the language teacher of this applicant

Based on the information in this application and in my professional judgement:

- There is no evidence that this student uses the language for which they are applying more than infrequently, or has more than infrequent exposure to the language, outside the language classroom.
- There is evidence that this student has a linguistic advantage over second language learners of the language for which they are applying.
- There is evidence that this student has a linguistic advantage over background language learners of the language for which they are applying.

Name of the teacher _____

Teacher's signature _____ Date ____/____/____

Declaration by the Principal of the main school of this applicant

I certify that the information in this application has been checked and to the best of my knowledge is correct.

Name of the Principal _____

Principal's signature _____ Date ____/____/____

Applications from students at schools starting the 2018 school year in Term 4, 2017, must be received at the Authority by **Friday, 28 July 2017**.

Applications from students at schools starting the 2018 school year in Term 1, 2018, must be received at the Authority by **Friday, 25 August 2017**.