



## VET WACE requirements Special Consideration for Year 12 students

Schools may apply to the School Curriculum and Standards Authority (the Authority) on behalf of students who, for reasons outside of their control, have not been able to meet WACE requirements due to issues involving a VET qualification (including the Certificate II minimum requirement for WACE completion) by the end of Year 12.

The VET WACE Special Considerations Committee considers each application separately, and the Authority will notify the school of the decision.

### Eligible students

Schools may make an appeal on behalf of a student for an exemption from meeting the Certificate II or higher requirement for WACE completion or other WACE requirements affected by issues involving VET in the following situations:

1. Overseas, remote/regional students where there is an absence or very restricted supply of training opportunities and viable partnerships.
2. Students adversely affected by unforeseen complications in a school/RTO partnership (this may include RTO certification or resulting processes).
3. Students who have transferred from a school either locally, overseas, or interstate and where the new school is unable to accommodate the commencement or continuation of a qualification in time for its completion by the end of Year 12.

### Special consideration process

#### Written submission

Schools must provide a written submission to the Authority which clearly demonstrates:

- (a) that the student will meet all other requirements for WACE by the end of Year 12
- (b) the circumstances that have either impacted their VET achievement or prevented the student from completing a Certificate II or higher or partial Certificate III or higher by the end of Year 12; and
- (c) how the school has made genuine attempts to rectify the issue and that all suitable alternatives have been exhausted. The school must be able to provide details of at least **three** alternative arrangements that have been investigated and the reasons why these arrangements were deemed an unsuitable solution.

Schools must include a completed *Application for VET WACE requirements Special Consideration for Year 12 students* form with each submission.

#### Application Deadlines

Applications for special consideration must be emailed to [vetinfo@scsa.wa.edu.au](mailto:vetinfo@scsa.wa.edu.au) by no later than **Friday, 31 October 2025**.



**Application for VET WACE Requirements Special Consideration for Year 12 students**

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SCHOOL CODE

This form is to be used by schools when seeking approval from the School Curriculum and Standards Authority to have WACE requirements affected by issues relating to VET, including the Certificate II minimum requirement, waived on behalf of Year 12 students who, for reasons outside of their control, have not been able to meet requirements for WACE completion.

Approval will be granted on the basis that the school has made a genuine attempt to ensure the student has had the opportunity to meet WACE requirements by the end of Year 12.

**Complete the following details:**

**School name** \_\_\_\_\_

**Student name** \_\_\_\_\_

**WA student number** \_\_\_\_\_

Please attach the following documentation to the submission for special consideration:

- Details of the circumstances that have either impacted the student’s VET achievement or prevented the student from completing a Certificate II or higher or partial Certificate III or higher by the end of Year 12.
- How the school has made genuine attempts to rectify the issue and that all suitable alternatives have been exhausted. The school must be able to provide details of at least three alternative arrangements that have been investigated and the reasons why these arrangements were deemed an unsuitable solution.
- Any additional information that will support this submission for special consideration.
- A signed Principal’s declaration (see below).

**This submission is to be completed by the Principal or school representative**

**Principal’s declaration**

The information and evidence provided in this submission is a true and accurate account of the situation. All suitable alternatives have been explored and it has been deemed that no satisfactory option is available that will provide the student with the opportunity to meet the WACE requirements that have been affected by issues relating to their VET qualification by the end of Year 12.

**Name of Principal** \_\_\_\_\_

**Signature of Principal** \_\_\_\_\_ **Date** \_\_\_\_\_

Return the completed form to [vetinfo@scsa.wa.edu.au](mailto:vetinfo@scsa.wa.edu.au) by no later than **Friday, 31 October 2025**.

*Office use only:*

**Assistant Executive Director – Examinations, Certification and Testing approval** Yes  No

**Assistant Executive Director signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Student record amended in SIRS: Officer Name** \_\_\_\_\_ **Date** \_\_\_\_\_