TCEA Application Form

Tasmanian certificate of educational achievement

# ELIGIBILITY REQUIREMENTS Prior to completing this form, please ensure you have read the [TCEA Guidelines](https://www.tasc.tas.gov.au/wp-content/uploads/2022/05/2022-Tasmanian-Certificate-of-Educational-Achievement-TCEA-Guidelines.pdf). A student is eligible for the TCEA at the end point of senior secondary schooling (Year 12 or 13) when they meet at least one of the following eligibility criteria:

1. where an impairment, disability and/or condition impacts upon one or more aspects of their learning.
2. where personal circumstances and/or family circumstances and/or trauma related experiences have had a significant impact on learning or caused difficulties in learning.

# SUPPORTING EVIDENCE

The expectation is that for a known impairment, disability and/or condition that impacts upon learning, the school will have a Learning Plan in place.   
  
We ask for a School Statement for **all** applications to summarise the nature of what makes a student eligible for the TCEA pathway.

If a student coming under eligibility 2 has a Learning Plan, please include it as supporting evidence.

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| --- | --- |
| STUDENT INFORMATION | |
| **TASC ID** |  |
| **Student name** |  |
| **Year** | Year 12  Year 13 |
| **School/College** |  |
| **Application eligibility type** *(see Eligibility Requirements)* | Eligibility 1   (impairment, disability and/or condition)  Eligibility 2   (personal/family circumstance and/or trauma) |
| **Supporting evidence supplied** | **Learning Plan**   Required for eligibility 1/ encouraged for eligibility 2.  **School Statement**   Required for all applications, completed on this form. |

SCHOOL AND STUDENT DECLARATION

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| --- | --- | --- |
|  | The school, the student and their parent/caregiver/authorised advocate have explored the possibility of TCE attainment and agree that a Tasmanian Certificate of Educational Achievement which provides a Descriptive Text is the most suitable attainment pathway for this student in senior secondary education. | |
|  | This will be the student’s final year of senior secondary education (Year 12 or 13) and the student agrees to engage with their Learning Plan and individual learning goals to the best of their ability so that a meaningful Descriptive Text can be developed on their behalf. | |
|  | |  |
| Student Name | | Signature |
|  | |  |
| Parent/Caregiver/Authorised Advocate Name | | Signature |
|  | |  |
| School TASC Liaison Officer Name | | Signature |

SCHOOL STATEMENT

For TASC to assess this application for the TCEA, a school statement must be provided summarising the student’s circumstances and what makes them eligible for this pathway.  
  
This section mustbe completed by a school-based professional.

* Describe the impairment, disability and/or condition (eligibility 1).
* Describe the personal/family circumstances or trauma experience (eligibility 2).
* Explain how it impacts on the student’s learning.

SCHOOL STATEMENT SUMMARISING ELIGIBILITY

DETAILS OF PERSON COMPLETING THE SCHOOL STATEMENT

Full name:

Role/Occupation:

Contact number:

Email:

# LODGING YOUR APPLICATION

This form, along with the required supporting evidence, are to be uploaded when creating the TCEA Application task in TRACS.   
  
For detailed instructions and a step-by-step guide to submitting an application via TRACS for the TCEA, please see our page [How to lodge a TCEA Application](https://tracshelp.tasc.tas.gov.au/tcea/applying-for-tcea/).

Schools will be notified of application approvals via TRACS in August.

If you require any assistance with this form, please contact TASC on 6165 6000 or email [results@tasc.tas.gov.au](mailto:results@tasc.tas.gov.au).   
  
To view more information on the TCEA process, including the [TCEA Guidelines](https://www.tasc.tas.gov.au/wp-content/uploads/2022/05/2022-Tasmanian-Certificate-of-Educational-Achievement-TCEA-Guidelines.pdf), please visit the [TCEA page](https://www.tasc.tas.gov.au/students/qualifications/tasmanian-certificate-of-educational-achievement/) on our website.