



TASMANIAN  
ASSESSMENT, STANDARDS  
& CERTIFICATION

# STUDENT EXAM GUIDE



2023

# YOUR 2023 EXAMS & ASSESSMENTS

## EXTERNAL ASSESSMENT – DID YOU KNOW?

Level 3 and Level 4 courses have both internal and external assessment. External assessment comes in many forms. It could be a written or oral exam, a practical assessment (a performance or display) and/or submitting a folio.

- Your classroom teacher conducts your internal assessment throughout the year. Your teacher will provide you with your final internal assessment ratings before submitting them to TASC.
- TASC administers the external assessment and employs expert Markers, who are current and previous teachers of the course.
- The largest proportion of your overall award is from the internal assessment by your classroom teacher, not from the external assessment.
- Your external assessment only assesses your achievement in some of the course criteria, not everything you learned throughout the year.
- How you are assessed is set out in the Course document. You can see the Course documents at [tasc.tas.gov.au/students/courses](https://tasc.tas.gov.au/students/courses).

## SETTING YOURSELF UP FOR SUCCESS

Your teachers, TASC and (of course) you, want you to be ready to perform your best and fully demonstrate what you have learnt when you sit your end-of-year exams.

Talk with your teachers about preparing for your external assessments, and your strengths and areas to improve. Your teachers help students get ready for their exams every year and can provide expert advice. Read through this exam guide so you know what to expect, what personal supplies to bring and the exam rules.

The TASC website also provides lots of information about preparing for exams, including study tips and how to access past exam papers for revision.

This year we have new resources to help students understand academic integrity and the different types of academic dishonesty. View these resources at [tasc.tas.gov.au/students/academic-integrity](https://tasc.tas.gov.au/students/academic-integrity).

## 2023 EXAMS

You may notice when reading TASC's external exam rules (on pages 9–10) that there are some revisions to the formatting, wording, and layout of the rules. These changes are to make the rules easier to understand and clarify how they apply to different exam formats (such as written exams and folios). These rules apply to your 2023 external assessments.

You will find this year's written exam papers easier to read, with minor changes made to font size, spacing and alignment to meet accessibility requirements. These changes will benefit all students sitting written exams, making it simpler to focus and take in what the questions are asking.

As in 2022, written exams now start with 15 minutes of 'preparation time'. Preparation time is your opportunity to review what is in the exam paper, to highlight key information and make notes. It's important to not start writing answers on the exam paper / answer booklet until the supervisor tells you that the working time has started.

TASC will keep its website up to date with the latest information about exams. See 'What if I can't attend an exam' on page 6 for what to do if you are sick or have an emergency.

Almost everyone will feel some degree of anxiety about sitting an exam. Reach out to your teachers, others at your school, and family and friends if you feel it's too much. See our resources about Managing exam stress and related links. These resources will help you handle these very normal feelings and be ready to show what you have learnt with confidence. See the 'Tips for staying CALM during exams' on page 5 to help you stay in a positive headspace during your exam.

### TASMANIAN ASSESSMENT, STANDARDS AND CERTIFICATION

GPO Box 333, Hobart, TAS 7001  
(03) 6165 6000  
[enquiries@tasc.tas.gov.au](mailto:enquiries@tasc.tas.gov.au)  
[www.tasc.tas.gov.au](http://www.tasc.tas.gov.au)

**Copyright Notice:** [creativecommons.org/licenses/by/4.0](https://creativecommons.org/licenses/by/4.0)

With the exception of logos, trademark protected and other third-party material as indicated this content is licensed under Creative Commons Attribution 4.0 International. We request attribution as: © State of Tasmania (Tasmanian Assessment, Standards and Certification) 2023.

**Disclaimer:** the information contained in this document is considered to be correct at the time of publication.

**Cover Image:** kindly supplied by Calvin Christian School.

## PREPARING FOR YOUR EXAM

### HOW DO I KNOW WHERE TO GO FOR MY EXAMS?

#### NOTICE OF EXTERNAL ASSESSMENT:

You will receive a *Notice of External Assessment* (NoE), sometimes called a 'pink slip' (printed on pink paper), in mid-October with information about where you will sit your exams. Usually, you will sit exams at your school or another exam centre nearby. You must bring your *Notice of External Assessment* to every exam. If you misplace your *Notice of External Assessment*, contact your school immediately to have another one printed.

**TASC ID:** Your TASC ID and your exam papers are on your allocated desk for each written exam.

You are given a TASC ID when you register with TASC. Your TASC ID will have two numbers, one letter, followed by five numbers. For example, 16K18367. Your TASC ID is the only identification which is allowed on your external assessment material. Your name or school name must not appear on any exam paper, folio, display or other work you submit for external assessment.

#### WHAT SHOULD I TAKE INTO MY EXAM?

- **Your Notice of External Assessment:** You must take your *Notice of External Assessment* with you to all your exams. This notice shows the exams you are registered to complete and your TASC ID.
- **Writing equipment in a clear, sealable plastic bag or clear pencil case:** You must bring your own writing tools such as black or blue pens (erasable pens are not advised), 2B pencils, sharpener and eraser/rubber, highlighters and a clear plastic ruler.
- **Water:** You may bring plain water only in a clear plastic bottle with 1500 ml maximum capacity. You cannot refill your water bottle during the exam, share it with others, or have any other type of drink.
- **Calculators:** You may bring TASC-approved calculators into some exams – check which exams and the types of calculator allowed in the *Calculator Policy* on the TASC website.
- **Dictionaries:** Dictionaries cannot be annotated or highlighted in any way, including using stickers to mark a place. You may bring any/all of the following printed dictionaries into your exam for any course:
  - a standard English dictionary/thesaurus
  - an English to other language dictionary/thesaurus
  - an other language to English dictionary/thesaurus.
- **Watch:** You may bring a basic analogue watch (not a 'smart', programmable or computerised watch) into your exam. You must remove the watch and place it at the top of the desk where it can be clearly seen by the Exam Supervisor.
- **Medication:** You may bring an Asthma inhaler in a clear zip-lock bag labelled with your name and TASC ID. Hand this to the Exam Supervisor before the exam starts.

#### WHAT CAN'T I TAKE INTO MY EXAM?

Penalties apply if you don't follow the external assessment rules (see pages 9–10, including the list of items not allowed at rule 1.4.1).

- Electronic devices, including mobile phones, that are capable of storing, receiving, recording or transmitting information or electronic signals, such as recorded music and video players, organisers, electronic dictionaries and computerised watches or any other similar devices.
- Any food or drinks (other than water) unless expressly given permission by TASC through the reasonable adjustments process.
- Any loose notes, papers, manuscripts, books, reference materials or notebooks unless their use during the exam has been permitted.
- Bags including pencil cases or pencil bags – pens and pencils must be in a clear sealable plastic bag or clear pencil case.
- Correction pens, bottles or tape (such as Whiteout or Liquid Paper).
- Any other item that is not approved for that external assessment.

You must turn off and leave items you are not allowed to have during your exam in the area provided. Exam Supervisors have the right to check any material brought into the exam room and remove any unauthorised material.



# EXAM CONDUCT

## HOW DO I BEHAVE IN MY EXAM?

- Respect your fellow students.
- Listen to and follow the instructions of the Exam Supervisor.
- Sit at the desk allocated to you. You cannot leave the exam room during the first hour or last half hour of the scheduled writing time in a written exam.
- Do not communicate with any other candidates once you have entered the room and taken your seat.
- Use the extra 15 minutes allocated as preparation time to read the exam paper, highlight key information and make notes – do not start writing answers until the supervisor tells you that the 3 or 2 hours of working time has started.
- Start and stop writing when you are told to. Only write information you want to be assessed on using the space provided for your answers.
- If you have a question or need anything, raise your hand and wait for help.
- Leave all exam materials behind at the end of the exam. All exam material is retained for exam integrity or other accountability purposes.

## HOW DO I SHOW ACADEMIC INTEGRITY?

Academic integrity applies to all your external assessments, including folios, written exams, practical, oral and displays.

All senior secondary students are expected to undertake their studies in a way that is honest and fair.

This means that:

- all work you submit for marking must be your own work
- you must acknowledge where you have borrowed or used someone else's work
- you must not help other people to be dishonest, for example, by giving them your answers or your essay for them to copy.

You must maintain and participate in behaviours that support academic integrity, including following the external assessment rules (on pages 9–10).

The *Academic Integrity Guide for Students* (on the TASC website) provides information about the different forms of academic dishonesty and answers to frequently asked questions. *Types of Academic Dishonesty: A (Cartoon) Guide for Students* illustrates how to avoid academic dishonesty with various scenarios.

If it is found that you breached academic integrity when sitting an external exam, submitting an externally assessed folio or other externally assessed work, the following consequences may be applied, but not limited to:

- a formal warning
- unreferenced material not being marked
- a cap on the maximum rating you can achieve
- cancelling all internal and external ratings for a course
- cancelling all ratings for your TASC-accredited courses.

## TIPS FOR STAYING CALM DURING EXAMS

### C GET COMFY

- You're going to be sitting at your allocated desk for a while so get as comfortable as you can. Being comfortable helps you focus on the exam, rather than how your body feels.
- Set out the supplies for your exam on the desk in your preferred order and how you usually work.
- Wear layers of comfortable clothing so you can adjust to suit the temperature of the room. Wearing a zip-up hoodie over a t-shirt can keep you from getting too cold or too hot.
- Try to loosen up as being physically tense will not help you feel better. Try to relax your arms, hands and fingers, and feet and toes. Breathe – use a few slow deep breaths or your favourite breathing exercises to unwind.

### A ADJUST YOUR MINDSET

- Now is the time to become your biggest cheerleader. Go you!
- Use positive self-talk. It's very easy when you're stressed to think negative thoughts, but these don't help you focus. Instead, make a conscious effort to think positively about your abilities and the experience of sitting an exam.
- Banish thoughts of regret or doubt. Even a simple 'I can do it!' can make a big difference to your confidence. There are a lot of questions, but you are here to take them on one-by-one, and you will make it through.
- It might help you to visualise getting through the paper. For instance, imagine the exam paper is a thick jungle, and you are pushing your way through it, question by question.

### L LINE IT UP

- Now you are comfortable, relaxed and in a positive frame of mind, you can plan your approach to the exam.
- When the 15 minutes of preparation time starts, write down any information you are worried about forgetting on the notes paper provided. This could be formulas, definitions, or things to jog your memory such as acronyms or key words. Once you have it written down you can come back to it as you need it.
- Read the whole exam paper and every instruction thoroughly. It's vital that you understand exactly what's being asked of you. If you can choose from a few questions, choose the questions you are most confident in and that cover content you know best or most enjoy.
- Plan what order you'll tackle the questions in. Your plan doesn't need to be long and complicated. Number, highlight or circle the questions you plan to answer. Do tackle the easiest questions first. This builds your confidence and ensures you have a base level of marks before you start dealing with the trickier questions, which may take longer to complete.
- If you have an essay, make a very quick essay plan before you start. Outline a rough structure and the areas you want to cover. This helps you to use your time effectively by only including relevant material, as concisely as possible. Don't forget to include an introduction and a conclusion that pulls everything together.

### M MANAGE YOUR TIME

- You're working your way through the paper as you planned but make sure to closely monitor time and maximise the marks you can get for your answers.
- Make sure you are answering the actual question. Don't forget to pay attention to instructions such as 'analyse', 'examine' or 'compare and contrast' and ensure you do as instructed.
- Closely monitor time. The 'Guide to the exam structure' on the inside cover of your exam paper has a suggested working time. Roughly, you should spend about one minute a mark when answering a question (this includes time thinking). If you are running out of time, jot down bullet points of your ideas; you may be able to accrue some partial marks.
- If you get stuck... try tackling a different question and then go back to the one you were stuck on. Focusing on something else for a bit should help clear your mental block and leave you with fresh inspiration for the problem question.
- Check every page of your exam booklet, make sure you have answered every question you need to.

**AFTER THE EXAM: CONGRATULATE YOURSELF ON DOING SO WELL!  
THE EXAM IS OVER – CELEBRATE THAT! GOOD JOB!!**

# WHAT IF I CAN'T ATTEND AN EXAM?

## MEDICAL CERTIFICATES

Only the official *TASC Medical Certificate: 2023 Senior Secondary External Assessment* (available on the TASC website or on pages 7–8 in this Guide) will be accepted as it includes all information required by TASC to make a decision about deriving your exam results (see 'How are my results calculated if I can't attend my exam?').

The Medical Certificate must be completed by a medical practitioner (registered GP, paediatrician or a hospital doctor only) no more than seven days before your exam OR two business days after the exam.

## IF YOU'RE SICK\* AND CAN'T ATTEND AN EXAM (\* sick for any reason, including COVID-19):

1. Tell your school the reason you can't attend the exam.
2. Immediately arrange an appointment with a GP (in-person or telehealth). The appointment should be the same day as your exam. If this isn't possible, it should be **no more than seven days before OR two business days after the exam**.
3. Complete Section A of the TASC Medical Certificate and provide it to the GP.
4. The GP needs to provide TASC with your completed Section A and their completed Section B by email or by mail within three days of the appointment.
5. You will be advised by TASC by email if your medical certificate has been accepted and you will receive derived results.

## IF YOU BECOME SICK DURING AN EXAM AND CAN'T COMPLETE IT:

1. Tell the Exam Supervisor that you are unwell and need to leave the exam. The Exam Supervisor must record your name and the time for TASC to accept a medical certificate and provide derived results for an exam that you attended.
2. Immediately arrange an appointment with a GP (in-person or telehealth). The appointment should be **the same day as your exam (or no more than two business days after the exam)**.

3. Complete Section A of the TASC Medical Certificate and provide it to your GP.
4. Your GP needs to provide TASC with your completed Section A and their completed Section B by email or by mail within three days of the appointment.
5. You will be advised by TASC by email if your medical certificate has been accepted and you will receive derived results.

## IF YOU CAN'T ATTEND AN EXAM FOR ANOTHER REASON, INCLUDING IF YOU EXPERIENCE AN EMERGENCY:

1. Tell your school the reason you can't attend the exam.
2. Write to the Deputy Director, TASC at [deputydirector@tasc.tas.gov.au](mailto:deputydirector@tasc.tas.gov.au) on the **same day as your exam (or no more than two business days after the exam)** to apply for an emergency special arrangement. You must detail the reasons for your absence, and provide supporting evidence as outlined in the application checklist on the TASC website at *Illness & emergency during exams*.
3. You will be advised by TASC by email if your application has been accepted and you will receive derived results.

## HOW ARE MY RESULTS CALCULATED IF I CAN'T ATTEND MY EXAM?

Derived exam ratings will be applied to determine your results if it is accepted that you are sick or experience an emergency and can't attend your exam (either in whole or in part).

Derived exam ratings are designed to ensure you receive a fair and equitable course result based on your internal assessments during the year and the external assessment performance of other students in your course who have performed at a similar level in their internal assessments.

Complete this form if you are seeking exemption from an exam, either in whole or part. It will be used as evidence towards your application to have derived exam ratings applied to your results.

**SECTION A: CANDIDATE DETAILS** *(student to complete)*

TASC ID:  Date of Birth:

Family Name:  Email:

Given Name(s):  Contact Ph number(s):

Address:  Suburb / Postcode:

**APPLICATION FOR A DERIVED EXAM RATING FOR:**

Date of exam	Course Code	Course Name	Practical/Written exam? (P/W)	Attended the exam?* (Y/N)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

\* If you attend the exam, you must tell the Exam Supervisor that you can't continue the exam (so they can record your name and the time you leave) for TASC to accept a medical certificate for that exam and provide derived results.

**CANDIDATE DECLARATION**

I declare that, to the best of my knowledge, all the information given on this form (and attachments) is correct.

I authorise the medical practitioner whose name and address appears on the following page to provide TASC with a report on the nature of my illness or incapacity. I also authorise TASC to discuss this application with any person who has signed this form or attachment, as is required by TASC to make a decision in regard to my application for derived exam ratings. TASC will manage information in accordance with the [Personal Information Protection Act 2004](#).

Student signature:

Parent/Guardian signature *(if applicable)*:

Date:

Date:

TASC will email you to confirm we have received your completed form.  
If you don't receive an email within one week, contact the GP you visited or TASC to confirm the form was submitted /received.

## SECTION B: MEDICAL EVIDENCE *(medical practitioner to complete and submit)*

Note the authorisation to provide information in the Candidate Declaration and provide your details below:

Name of GP / Hospital Doctor:

Address (hospital/clinic/surgery):

Phone number:

Suburb:

Registration number:

Postcode:

Please fill details above or use official stamp [HERE](#).

**I certify that I examined: Name \_\_\_\_\_ on Date(s) \_\_\_\_\_**

*The medical consultation date(s) should be on the day of the candidate's exam(s), OR no more than seven (7) days before or two (2) business days after the exam(s).*

### 1. **CANDIDATE IS/WAS UNFIT TO SIT THE EXAM(S).**

Dates of illness or incapacity – from \_\_\_\_\_ to \_\_\_\_\_

#### **What is the medical diagnosis?**

*Provide all relevant information with this application. The information you provide will be treated in the strictest confidence. TASC may contact you for further information regarding this application.*

Physical/medical impairment:

Psychological impairment (i.e. anxiety/depression) beyond normal concern about exams:

Other (please specify):

The condition is:

Ongoing (deterioration of long-term condition) OR  Newly diagnosed or temporary

Detail how the above medical diagnosis impaired the candidate's ability to complete the exam(s):

*Additional medical evidence may be attached.*

### 2. **CANDIDATE IS/WAS FIT TO SIT THE EXAM(S).**

It is the professional opinion of the medical practitioner that the candidate is or was FIT to sit for the exam(s) on the date(s) listed in Section A.

Signature of Medical Practitioner: \_\_\_\_\_

Date: \_\_\_\_\_

#### **Do not return this form to the candidate**

The medical practitioner must submit this form directly to TASC within three days of the consultation.

Send to: Deputy Director TASC, GPO Box 333, Hobart TAS 7000 or [deputydirector@tasc.tas.gov.au](mailto:deputydirector@tasc.tas.gov.au)



# EXTERNAL ASSESSMENT RULES

Exam rules are to make exams fair for all students and to have conditions that test what you know and what you can do. All students taking external exams must follow the same rules.

## 1. BEHAVIOUR

**1.1 You must not compromise the academic integrity of any type of TASC external assessment (including NIAL), including cheating or assisting other students to cheat or taking any action that gives or attempts to give you or another student an unfair advantage.**

1.1.1 You must not, during an exam:

- communicate with, collude with or give assistance to another student
- through lack of care, allow another to copy or otherwise use any materials
- accept help from another
- dishonestly or unfairly use any materials
- in any manner whatsoever, act dishonestly or unfairly or conspire to do so.

**1.2 You must follow all instructions or directions given by an Exam Supervisor.**

1.2.1 Instructions and directions may include, but are not limited to:

- allocated seating
- commencement of writing or marking on response material in any way
- conclusion of writing or marking on response material in any way
- use of a calculator
- stopping any behaviour which may cause nuisance, annoyance or interference to any other student.

1.2.2 You must raise your hand if you wish to communicate with an Exam Supervisor in the exam room.

- You must not communicate with an Exam Supervisor, either before or after an exam or during a performance exam, except when communications are necessary for the conduct of the exam. Any communication regarding the conduct or result of an exam must be directed to the Deputy Director, TASC.

**1.3 You must not allow or assist any other person to present for a TASC external assessment in your place, nor present for a TASC external assessment in another student's place.**

**1.4 You must only bring the materials and equipment approved for that external assessment into the exam room (see Schedule 1).**

1.4.1 You may not bring any of the following items into an exam room:

- electronic devices, including mobile phones, that are capable of storing, receiving, recording or transmitting information or electronic signals, such as recorded music and video players, organisers, dictionaries and computerised watches
- any food or drinks (other than water) unless expressly given permission by TASC through the reasonable adjustments process
- any loose notes, papers, manuscripts, books, reference materials or notebooks unless their use during the exam has been permitted
- bags including pencil cases or pencil bags – pens and pencils must be in a clear sealable plastic bag or clear pencil case
- correction pens, bottles or tape (such as Whiteout or Liquid Paper)
- any other item that is not approved for that external assessment.

1.4.2 Exam Supervisors may inspect any material brought into the exam room and will instruct you where to place any unauthorised items. They are not responsible for these items.

1.4.3 You must not share any materials or equipment that has been brought into the exam room.

**1.5 You must not remove the exam paper or any response material, used or unused, from the exam room.**

**1.6 You are not to leave the exam room before the end of the first hour of the scheduled writing time, unless authorised and supervised by an Exam Supervisor for bathroom break purposes.**

**1.7 You are not to leave the exam room in the last half an hour of the scheduled writing time.**

**1.8 During the scheduled time of an exam, no person who is unauthorised by TASC (including a teacher or parent) may enter an exam room, communicate with a student or look at or remove any exam paper or response material.**

**1.9 You must behave appropriately and treat Exam Supervisors, fellow students and school and student's property with the same courtesy and respect as you are required to show at usual school activities.**

1.9.1 You must not present for a TASC external assessment under the influence of any intoxicating substances.

1.9.2 You must not cause any interference or damage to property.

1.9.3 You must not write or draw any objectionable or distasteful material in an answer booklet, nor write letters or notes to Exam Supervisors or Markers.

## 2. ATTENDANCE

### 2.1 You must show a valid Notice of External Assessment to the Exam Supervisor to be admitted to the exam room.

2.1.1 If you attend without a valid Notice of External Assessment, you will only be admitted by the Exam Supervisor after the TASC Liaison Officer or Principal of your school has confirmed your identity to the Exam Supervisor.

### 2.2 Attending your scheduled exams is your responsibility. TASC will not make allowances for your attendance based on misreading the exam timetable.

2.2.1 If you arrive within one hour or less from the start of writing time, you will be admitted to the exam room. No additional writing time will be permitted.

2.2.2 If you arrive more than one hour after the start of writing time, you will only be admitted to the exam room under the following conditions and no additional writing time will be permitted:

- The TASC Liaison Officer or Principal of your school has recommended your admittance.
- You acknowledge that your response materials may not be accepted by TASC and agree to complete the supplied statutory declaration form.
- Appropriate arrangements can be made to enable you to enter the exam room and take a seat without disruption to other students.
- You complete the Late Attendance Statutory Declaration Form following the conclusion of the exam that declares:
  - the reason for being late
  - the time of admittance to the exam room
  - that you have not seen or read the exam materials prior to your admittance
  - that you have not received any information about the exam materials prior to your admittance.

### 2.3 If you cannot attend your exam or have to leave the exam early due to illness, emergency or other personal circumstance, please see the information about *Derived Ratings*.

## 3. EXTERNALLY ASSESSED FOLIOS AND OTHER PROJECT WORK

### 3.1 All externally assessed folios or other project work will be assessed as specified in the subject-specific folio guidelines published by TASC that year.

### 3.2 Any material you submit for external assessment must, except where the source of the information, images, ideas or words is explicitly acknowledged, be your work.

### 3.3 A folio will be accepted by TASC for external assessment if:

- the authenticity of the student work is verified by the class teacher on behalf of the course provider

- the Declaration Form is completed by both the student and the class teacher acting on behalf of the course provider (this form is archived by the school and not to be uploaded to TRACS)
- the class teacher acknowledges that the folio was officially received at the designated collection centre (usually a school or college) on or before the published submission date (and by no later than 5.00pm) unless TASC has given to the candidate written approval before this date for a later submission date through the folio extension process.

### 3.4 For externally assessed folios that require uploading to TRACS, class teachers will have two (2) business days from the published submission date to upload.

## SCHEDULE 1 – PERMITTED MATERIALS

### 1.1 The approved equipment for all external assessments are:

Writing equipment in a clear, sealable plastic bag or clear pencil case:

- Black or blue pens (please note: erasable pens are not advised)
- 2B pencils, sharpener and eraser
- Highlighters
- Clear plastic ruler.

#### Watches:

- Basic analogue watch that is not 'smart', programmable or computerised
- Must be placed at the top of a candidate's table where they can be clearly and easily seen by a supervisor.

#### Dictionaries:

- Standard English dictionary/thesaurus
- An English to other language dictionary/thesaurus
- An other language to English dictionary/thesaurus.

#### Medication:

- Asthma inhaler.

#### Water:

- Clear plastic bottle with 1500mL maximum capacity
- Cannot be refilled during an exam.

### 1.2 Calculators

You may bring TASC approved calculators into some exams – check which exams and the types of calculators allowed in the *TASC Calculator Policy*.

General conditions for the use of approved calculators:

- calculators must be handheld
- calculators may not be shared between students
- calculators must be used silently
- removable covers of calculators and instruction booklets/manuals are not to be taken into the exam room.

**Exam supervisors may inspect any equipment brought into the exam room and will instruct students where to place any unauthorised items. Supervisors are not responsible for these items.**

# YOUR RESULTS

## WHEN WILL I GET MY RESULTS?

Your results will be emailed on 13 December 2023 to the email address you provided in your Student Declaration. If you would like to update your email address, use the 'Update your email address' online form on the TASC website.

Results are also mailed to all students.

## WHAT RESULTS WILL I RECEIVE?

The results you receive will depend on which year of study you have completed.

<b>YEAR 10 STUDENTS</b> (studying TASC accredited courses)	<b>STATEMENT OF RESULTS:</b> All students  (Shows the results of all courses for the year and information about your progress towards attaining the TCE)
<b>YEAR 11 STUDENTS</b>	<b>STATEMENT OF RESULTS:</b> All students
<b>YEAR 12 AND YEAR 13 STUDENTS</b>	<b>STATEMENT OF RESULTS:</b> All students  <b>QUALIFICATIONS CERTIFICATE:</b> (All students who successfully completed TASC accredited courses, VET and other learning formally recognised by TASC)  <b>TASMANIAN CERTIFICATE OF EDUCATION:</b> (Only students who achieved the TCE Standards)  <b>TASMANIAN CERTIFICATE OF EDUCATIONAL ACHIEVEMENT:</b> (Only eligible students)  <b>TERTIARY ENTRANCE SCORE AND AUSTRALIAN TERTIARY ADMISSION RANK (ATAR):</b> (Only students who attained the TCE and are eligible to receive an ATAR)

## WHAT IF I HAVE A QUERY ABOUT MY RESULTS?

Read the information about results queries on the TASC website. If you still have a query, register it via the online form at [www.tasc.tas.gov.au](http://www.tasc.tas.gov.au) as soon as possible.

## CAN I GET MORE INFORMATION ABOUT MY RESULTS?

Yes. You could:

1. Inspect your written exam material. Apply by 29 December 2023 for first round and 5 February 2024 for second round inspections. Speak with your teacher and school about your eligibility to apply to inspect your written exam material.
2. Request a copy of your written exam to be returned to you. Copies are provided in the first week of July and you must apply before the end of April in the year following your exam. You must register online by 26 April 2024 to receive this information.

All exam material is destroyed at the end of June the following year after your exams.

## HOW IS AN AUSTRALIAN TERTIARY ADMISSION RANK (ATAR) USED?

The ATAR is used by Australian universities to allocate places to students. The entry requirements to university vary by course and by university.

In Tasmania, the Tertiary Admissions Centre is the University of Tasmania. The Tertiary Admissions Centre determines which courses can be counted towards an ATAR.

To be eligible for an ATAR in Tasmania, you must complete two years of post-Year 10 study:

- achieving the TCE, and
- an overall award of Satisfactory Achievement (or higher) in at least four Level 3 or 4 TASC Courses (at least three of the courses must be in your final year).

If you are a Year 12 or Year 13 student who is eligible for an ATAR, you will receive your Tertiary Entrance Score and ATAR with your TCE and other results.

See the *Understanding the ATAR: Student Factsheet* on the TASC website for more information about what you need to do to achieve an ATAR. Information about university entrance is available on the University of Tasmania's website at [www.utas.edu.au](http://www.utas.edu.au)

# EXTERNAL ASSESSMENT TIMETABLES

## 2023 FOLIOS AND OTHER PROJECT WORK

<b>DUE TO TEACHER BY 5:00pm</b>	<b>COURSE NAME AND CODE</b>
Wednesday 13 September	<b>English Literature</b> (ENL315114)
Wednesday 20 September	<b>Psychology</b> (BHP315116) <b>Dance, Choreography &amp; Performance: Critical Analysis</b> (DNC315120) <b>Housing and Design</b> (HDS315118)
Monday 25 September	<b>Transdisciplinary Science</b> (TDS315123)
Wednesday 18 October	<b>Dance Choreography &amp; Performance: Choreographic Reflections (solo and group)</b> (DNC315120) <b>Sociology</b> (BHS315116) <b>Art Theory and Criticism</b> (ARA315116)
Friday 20 October	<b>Student Directed Inquiry</b> (SDI315117) <b>English Writing</b> (ENW315114)
Wednesday 25 October	<b>Media Production</b> (MED315117) <b>Computer Graphics and Design</b> (CGD315118) <b>Music</b> (MSM315120) – composition only
Wednesday 1 November	<b>Agricultural Systems</b> (AGR315117) <b>Engineering Design</b> (EDN315123) <b>First Nations Studies</b> (TAS315119) <b>Visual Art</b> (ART315123) <b>Art Studio Practice</b> (ART315214)



**ARRIVE EARLY: ARRIVE AT YOUR EXAM CENTRE AT LEAST 15 MINUTES BEFORE THE SCHEDULED START TIME OF YOUR EXAM. THIS ALLOWS TIME TO RECEIVE INSTRUCTIONS FROM EXAM SUPERVISORS AND TO BE READY FOR THE START OF THE EXAM.**

## 2023 PRACTICAL, PRESENTATION, ORAL AND DISPLAY

School and student performance/presentation times are advised in Term 4.

DATE	COURSE NAME AND CODE
<b>PRACTICAL</b>	
South: 18–29 October North: 20–27 October North West: 23–27 October	<b>Drama</b> (SDD315120) <b>Theatre Performance</b> (SDP315120): Your teacher will upload the Independent Reflective Study (IRS) by the day of the performance. Three (3) copies must be submitted to the panel at the performance.
23–31 October	<b>Dance, Choreography &amp; Performance</b> (DNC315120)
28 October – 5 November	<b>Music</b> (MSM315120)
<b>FOLIO PRESENTATIONS</b>	
30 October – 3 November	<b>Student Directed Inquiry</b> (SDI315117) <b>Transdisciplinary Science</b> (TDS315123)
<b>ORAL: LANGUAGES AND EAL/D</b>	
30 October – 2 November	<b>Chinese</b> (CHN315114) <b>English as an Additional Language or Dialect</b> (EAL315120) <b>French</b> (FRN315114) <b>German</b> (GRM315114) <b>Italian</b> (ITN315114) <b>Japanese</b> (JPN315114)
<b>DISPLAY</b>	
6–17 November	<b>Visual Art</b> (ART315123) <b>Art Studio Practice</b> (ART315214)

## 2023 NATIONALLY OR INTERSTATE ASSESSED LANGUAGES (NIAL) EXAMS

Nationally or interstate assessed language courses are sourced from other Australian assessment agencies. These courses were previously known as the Collaborative Curriculum and Assessment Framework for Languages (CCAFL) courses.

Students sitting NIAL exams (and their schools) are notified of their individual exam timeslot.

DATE	TYPE	LANGUAGE	TIME
Wednesday, 18 October	Written	<b>Punjabi</b>	2:00pm–4:40pm
	Written	<b>Russian</b>	2:00pm–4:40pm
	Written	<b>Nepali</b>	2:00pm–4:40pm
	Written	<b>Polish</b>	2:00pm–4:40pm
	Written	<b>Filipino</b>	2:00pm–4:40pm
	Written	<b>Hindi</b>	2:00pm–4:40pm
	Written	<b>Persian</b>	2:00pm–4:40pm
	Written	<b>Tamil</b>	2:00pm–4:40pm
Thursday, 19 October	Written (equivalent)	<b>Auslan</b>	TBC
Monday, 23 October	Oral	<b>Filipino</b>	From 9:00am
	Oral	<b>Hindi</b>	From 10:00am
	Oral	<b>Persian</b>	From 10:00am
	Oral	<b>Punjabi</b>	From 12:00pm
	Oral	<b>Russian</b>	From 11:00am
	Oral	<b>Tamil</b>	From 12:00pm
	Oral	<b>Korean (First Language)</b>	From 1:00pm
	Oral	<b>Auslan</b>	From 11:00am
	Oral	<b>Vietnamese (First Language)</b>	From 10:00am
	Oral	<b>Spanish</b>	From 10:00am
	Oral	<b>Arabic</b>	From 12:00pm
	Oral	<b>Japanese (First Language)</b>	From 12:00pm
Wednesday, 25 October	Written	<b>Japanese (First Language)</b>	9:00am–11:15am
	Written	<b>Korean (First Language)</b>	9:00am–11:15am
	Written	<b>Vietnamese (First Language)</b>	9:00am–11:15am
Thursday, 26 October	Written	<b>Spanish</b>	3:00pm–5:15pm
	Written	<b>Arabic</b>	3:00pm–5:15pm
Monday, 13 November	Written	<b>Chinese (Background Speakers)</b>	2:00pm–4:10pm
TBC	Oral	<b>Nepali</b>	TBC
TBC	Oral	<b>Polish</b>	TBC

## 2023 WRITTEN EXAMS

WEEK 1	DATE	MORNING EXAMS (commence 9:00am)	AFTERNOON EXAMS (commence 1:30pm)
	Tuesday, 7 November	<b>Chinese</b> (CHN315114) – 3hrs <b>Electronics</b> (ELT315114) – 3hrs <b>German</b> (GRM315114) – 3hrs <b>Italian</b> (ITN315114) – 3hrs <b>Psychology</b> (BHP315116) – 3hrs	<b>Chemistry</b> (CHM415115) – 3hrs
	Wednesday, 8 November	<b>English</b> (ENG315117) – 3hrs	<b>Drama</b> (SDD315120) – 2hrs <b>Economics</b> (ECN315116) – 3hrs
	Thursday, 9 November	<b>Physical Sciences</b> (PSC315118) – 3hrs <b>Physics</b> (PHY415115) – 3hrs	<b>Business Studies</b> (BST315116) – 3hrs <b>Computer Science</b> (ITC315118) – 3hrs
	Friday, 10 November	<b>General Mathematics</b> (MTG315123) – 3hrs	<b>French</b> (FRN315114) – 3hrs <b>Health Studies</b> (HLT315118) – 3hrs <b>Japanese</b> (JPN315114) – 3hrs
	DATE	MORNING EXAMS (commence 9:00am)	AFTERNOON EXAMS (commence 1:30pm)
WEEK 2	Monday, 13 November	<b>Mathematics Methods</b> (MTM415117) – 3hrs <b>Sociology</b> (BHS315116) – 2hrs	<b>Mathematics Methods – Foundation</b> (MTM315117) – 3hrs
	Tuesday, 14 November	<b>Legal Studies</b> (LST315117) – 3hrs <b>Sport Science</b> (SPT315118) – 3hrs	<b>Biology</b> (BIO315116) – 3hrs
	Wednesday, 15 November	<b>Australia in Asia and the Pacific</b> (AAP315116) – 3hrs <b>English as an Additional Language or Dialect</b> (EAL315120) – 3hrs <b>English Literature</b> (ENL315114) – 2hrs	<b>Housing and Design</b> (HDS315118) – 2hrs <b>Modern History</b> (HSM315117) – 3hrs
	Thursday, 16 November	<b>Accounting</b> (ACC315116) – 3hrs <b>Environmental Science</b> (ESS315118) – 3hrs <b>Media Production</b> (MED315117) – 2hrs <b>Studies of Religion</b> (REL315116) – 3hrs	<b>Ancient History</b> (ANH315117) – 3hrs <b>Outdoor Leadership</b> (EXP315118) – 3hrs
	Friday, 17 November	<b>Geography</b> (GGY315120) – 3hrs <b>Information Systems and Digital Technologies</b> (ITS315118) – 3hrs <b>Mathematics Specialised</b> (MTS415118) – 3hrs <b>Philosophy</b> (PHL315118) – 3hrs	<b>Computer Graphics and Design</b> (CGD315118) – 2hrs <b>Food and Nutrition</b> (FDN315118) – 3hrs <b>Music</b> (MSM315120) – 2hrs

**EXAM LENGTH:** The number of hours listed in the table above is the working time to complete the exam paper. There is an additional 15 minutes of preparation time provided at the commencement of all exams.

# KEY DATES

<b>13 SEPT – 1 NOV 2023</b>	<b>18 OCT – 17 NOV 2023</b>	<b>7 – 17 NOV 2023</b>
Submit externally assessed folios and other project work	Practical, presentation, oral and display period	Written exam period
<b>12 DEC 2023</b>	<b>13 DEC 2023</b>	<b>LAST WEEKS OF 2023</b>
Last day to update your email address to receive your results by email – online form at <a href="http://www.tasc.tas.gov.au">www.tasc.tas.gov.au</a>	Results available – emailed to students and mailing of postal results starts	Enjoy a well-deserved holiday break
<b>29 DEC 2023</b>	<b>5 FEB 2024</b>	<b>26 APRIL 2024</b>
Applications close for first round requests to inspect written exam material (Years 12 and 13 students only)	Applications close for second round requests to inspect written exam material (all students who did not submit a first round request)	Applications close to have written exam materials returned

## FOR MORE INFORMATION

- Talk to your teachers or your school's TASC Liaison Officer (TLO)
- Visit: [www.tasc.tas.gov.au](http://www.tasc.tas.gov.au) for information, including how your courses are assessed and past exam papers and exam reports
- Email: [enquiries@tasc.tas.gov.au](mailto:enquiries@tasc.tas.gov.au) or use the 'Contact us' form on our website
- Ph: (03) 6165 6000



TASMANIAN  
ASSESSMENT, STANDARDS  
& CERTIFICATION