

Non-completion of HSC school-based assessment: review of non-completion determinations

ACE 8081

Last Updated: 1 April 2019

The procedures for a school review of an 'N' determination will follow those laid down for other school reviews of assessments as follows:

- A student seeking a review of an 'N' determination must apply to the principal by the date listed in the Higher School Certificate HSC key dates and exam timetables.
- If the school upholds the appeal, the school advises the NSW Education Standards Authority (NESA) by the date stipulated in the Higher School Certificate Events Timetable.
- If the appeal is declined, the student may appeal to NESA. NESA's review will focus on whether the school review properly and correctly considered the matters before it.
- Appeals must reach NESA by the date stipulated in the Higher School Certificate HSC key dates and exam timetables. NESA will advise students and principals of the outcome of any appeal as soon as possible after the Higher School Certificate examinations.

School review of HSC school-based assessments

ACE 8091

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Individual schools are responsible for formulating the details of their internal review procedures, in accordance with the following **principles**.

1. **As the final submitted school-based assessment marks are not available to students, any assessment review they request will be based on their rank order placement and feedback on their performance during the course.** That is, students who think that their placement in the rank order for a course is incorrect, given the feedback on their performance during the course, might seek a school review.
2. **An assessment review should focus on the school's procedures for determining the final school-based assessment mark.** Students are not entitled to seek a review of teachers' judgements of the worth of individual performance in assessment tasks. The marks or grades awarded will not be subject to review as part of this process. Any disputes over an individual task must be resolved at the time the task is returned.

The school must inform the student of the outcome of the review. It must also advise the student of the provision for a subsequent appeal to NESAs including information about grounds for appeal.

School review of HSC school-based assessments: appeals to NESA

ACE 8092

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Where possible, reviews will be resolved within the school. However, provision has been made for subsequent appeals to NESA.

There is no appeal against the marks awarded for individual school-based assessment tasks. NESA will consider only whether:

- a. the school review process was adequate for determining items (a), (b) and (c) in ACE 11011 Student appeals against assessment rankings in HSC courses: school review of assessments
- b. the conduct of the review was proper in all respects.

Since the appeal is directed to the assessment process, NESA itself will not revise the assessment marks or rank order.

If the appeal is upheld, NESA will direct the school to conduct a further review.

The appeal to NESA should be submitted by the date stipulated in the Higher School Certificate HSC key dates and exam timetables. The appeal should be submitted through the school on the appropriate form.

Appeals submitted after the release of results will not be considered by NESA.