1. Selective Entry High Schools

Selective entry high schools provide an educationally enriched environment for high-achieving students. There are two single sex selective entry high schools in Victoria for students in Years 9 to 12; and a further two co-educational schools for students in Years 9-12. The four schools are Melbourne High School, The Mac.Robertson Girls’ High School, Nossal High School and Suzanne Cory High School.

Nossal High School opened in 2010 and Suzanne Cory High School will open in 2011.

The Department of Education and Early Childhood Development (DEECD) has responsibility for determining the enrolment policy and procedures into all selective entry high schools.

Boys Only

Melbourne High School
Forrest Hill
South Yarra
Victoria, 3141
Australia
Ph: 03 9826 0711
Fax: 03 9826 8767
Website: http://www.mhs.vic.edu.au

Girls Only

The Mac.Robertson Girls’ High School
350-370 Kings Way
Melbourne
Victoria, 3004
Australia
Ph: 03 9820 0788
Fax: 03 9864 7777
Website: http://www.macrob.vic.edu.au

Schools/ Co-educational

Nossal High School
Sir Gustav Nossal Boulevard
Monash University
100 Clyde Road
Berwick
Victoria, 3806
Australia
Ph: 03 9904 7035
Website: http://www.smr.vic.edu.au/nossalhs/

Suzanne Cory High School
Hoppers Lane
Werribee
Victoria, 3030
Australia.
Ph: 03 9291 6548 or 0408 948 028.
Website: http://www.suzannecoryhs.vic.edu.au
2. Important Dates

- Applications open: 15 February 2010
- Applications close: 14 May 2010
- Selective Entry Schools Examination: 19 June 2010
- Examination outcome and offers: Week beginning 16 August 2010


Note: “Parent”, in relation to a child, is defined under the Education and Training Reform Act 2006 as “a guardian and every person who has parental responsibility for the child including parental responsibility under the Family Law Act of the Commonwealth and any person with whom a child normally or regularly resides.”

3. Criteria for Entry

Your child will be academically competing with all other candidates for entry to a selective entry high school. Academic merit is determined by each student’s performance on a series of tests that form the selective entry high school examination. The examination consists of six tests covering numerical reasoning, verbal reasoning, reading comprehension, mathematics, creative writing and analytical writing.

Student Year Level
Students who are in their second year of secondary schooling or its equivalent (usually Year 8) are eligible to apply for entry into selective entry high schools.

The 5% Rule
Government policy allows for a maximum of 5% of students in Year 8 from any one school to be accepted into a selective entry high school based solely on the examination each year. For each selective entry high school, 85% of the Year 9 enrolment will be filled in this manner.

A further 10% of enrolments will be filled through an Equity Consideration (refer to Equity Consideration below).

A further 5% of the enrolment will be filled through the Principal’s Discretion category (refer to Principal’s Discretion category on page 4).

3.1 Equity Consideration

It is Government policy to support the participation of highly able students from disadvantaged backgrounds in selective entry schooling. Students whose parents have a Commonwealth Health Care Card or Pension Card or students who are Aboriginal or Torres Strait Islanders are eligible to apply for Equity Consideration. Up to 10% of the Year 9 enrolments at each of the selective entry high schools can be filled via this category. Eligibility for Equity Consideration will be confirmed using your and your child’s Centrelink Customer Reference Numbers which can be entered on the Application Form.

Applying for Equity Consideration does not reduce your chance of being offered a place at a selective entry high school.

Important note regarding your Centrelink Customer Reference Number (CRN):
If you are applying for Equity Consideration entry to selective entry high schools the Application Form requests:
- The primary cardholder’s Centrelink CRN
- Your child’s Centrelink CRN

If you provide this information, you are authorising Centrelink to electronically provide DEECD with confirmation of your status as the holder of a Commonwealth Health Care Card or Pension Card/details as they pertain to your concessional entitlement.
This authority can be revoked at any time, by giving notice to the Selective Entry Unit. If you do not want Centrelink to provide your information electronically to the Selective Entry Unit but still wish to apply for Equity Consideration, you will need to provide a certified photocopy (both sides) of your Pension or Health Care Card directly to the Selective Entry Unit at the address given under contact details in the Enquiries section of this booklet.

To have your Pension or Health Care Card certified, you need to take a photocopy of the card, along with the original card to an authorised person. To view a list of persons authorised to certify documents or witness statutory declarations please go to: http://www.justice.vic.gov.au/wps/wcm/connect/DOJ+Internet/Home/The+Justice+System/Statutory+declarations

A brochure is available from Centrelink that provides more details about the Centrelink Confirmation eServices. The brochure is also on Centrelink’s website at www.centrelink.gov.au

3.2 Principal’s Discretion

The principal of each selective entry high school has the authority to accept up to 5% of the Year 9 enrolment through a discretionary category. Only applicants who undertook the selective entry high school examination will be considered for this category. Applicants will be notified by the individual school and invited to apply. Following this, applicants will then be shortlisted and interviewed by the Principal.

Please note that:

- Processes for Principal’s Discretion may vary between selective entry high schools.
- An invitation to apply for Principal’s Discretion is not an offer for a place at the school.
- If you have accepted an offer at a selective entry high school on behalf of your child and you receive an offer to apply for Principal’s Discretion for a higher preference school, you will retain your initial offer, pending the outcome of the Principal’s Discretion process.

3.3 Australian Citizenship and Residency Status

Applicants must normally be Australian citizens or holders of a visa granting permanent resident status in Australia. Information on Australian citizenship is available on the Department of Immigration and Multicultural Affairs website at: www.citizenship.gov.au. Official evidence of Australian citizenship may be obtained by the issue of a Certificate of Evidence of Australian Citizenship.

Citizens of New Zealand residing in Australia are eligible to apply for selective entry high schools.

Applicants who do not meet these residency requirements at the time of applying, but expect to meet them in the near future, are allowed to apply. Such applicants will have to show evidence that they meet all residency requirements before being offered a place.

All successful applicants will be required to show original documentation, such as a Certificate of Evidence of Australian Citizenship, birth certificates or visas, before enrolment can be finalised.

Offers or enrolments may be terminated if placement is made on the basis of false or misleading information.
4. Application Details

A centralised selection process will be used to admit students to all four selective entry high schools, with a common entrance examination taken by students in their second year of secondary schooling or its equivalent (usually Year 8) in June 2010. Students in both government and non-government schools are eligible to apply.

You are able to indicate a **maximum of three** selective entry high schools that you would like your child to attend as part of the application process.

Note: The order of your preferences is important.

4.1 Points to Consider before submitting an Application

**Travelling times**
Before listing any school, you should consider available transport and the time your child may take to reach the school.

**Transfers**
Once students have begun attending a selective high school they cannot transfer to another selective entry high school.

**Order of Preference**
Ensure that you consider your preferences and the order in which you put them carefully, before making your selection on the application form.

You may list one, two or three preferences. Please only list those schools your child is prepared to attend. The order in which you list those preferences matters. If your child qualifies for more than one school, you will only be offered the highest preference for which your child qualifies.

Note: The Mac. Robertson Girls’ High School (girls only) and Melbourne High School (boys only) are single sex schools. Nossal High School and Suzanne Cory High School are co-educational.

The entry score required for each school varies from year to year depending upon the demand for places at the school and the scores achieved by those students who have listed the school as their first preference.

**Change of Preference**
If you wish to change your preference of schools you must do so in writing before 9 July 2010. You should contact the Selective Entry Unit by email at seu@edumail.vic.gov.au. No changes of preference can be accepted after this date.

4.2 Special Arrangements for the Examination

Special Arrangements for the examination may be provided to applicants. Requests for Special Arrangements must be made at the time of application.

Note: Requests for Special Arrangements cannot be met after 14 May 2010.

4.3 Late Applications

Late applications will not be accepted.
4.4 How to Apply

1. Applications should be made online at: www.education.vic.gov.au/selentry

2. Online applications close on the 14 May 2010. An application fee of $100 is payable at time of registration. Payment is to be made online using a credit card.

3. Students who have applied for entry into these schools must attend the Selective Entry School Examination on 19 June 2010.

4. If you have not received advice regarding the examination by the 15 June you should contact the Selective Entry Unit on 9014 1400 or at seu@edumail.vic.gov.au

5. You will receive advice of the outcome of the application from the week beginning 16 August 2010.

4.5 Change of Application Details

Please inform the Selective Entry Unit by email at seu@edumail.vic.gov.au if there is a change in details such as your child’s name, postal address, email address or school. You should also inform the Selective Entry Unit if you want to withdraw your child’s application. Please note that a fee of $100 is payable at the time of application. An administration fee of $25 will be retained if an application is cancelled prior to the examination date. There is no refund after the examination has been conducted.

Note: Changes of application details will not be accepted over the telephone.

4.6 Communication

All correspondence and telephone advice is provided to the person identified as the parent in the online application form.

Information will only be provided to the person who is listed on the application form as a parent.

Irrespective of whether or not a parent wishes to keep application information confidential from another parent or interested person, DEECD will provide the information wherever it has a legal obligation to do so where the person requesting the information is entitled to access such information.

The Selective Entry Unit will provide information on applications, outcomes and offers to you by email or SMS technology to mobile phones.

You must contact the Selective Entry Unit if you change your mobile phone number, email address or email provider or no longer have email access. This is particularly important if you have provided a work email address and you then change your place of employment.

It is your responsibility to monitor the receipt of emails at critical times such as the fortnight before the examination and when outcomes and offers are due to be communicated.
5. Examination Information

The selective entry examination will be conducted on Saturday 19 June 2010. The examination will be held at the Royal Exhibition Building, Carlton Gardens, Carlton, Victoria. You will receive information regarding the examination by the 15 June 2010.

Students are required to bring photo identification to the examination. Examples of photo identification include:

- Student card issued by the candidate’s current school
- Current student travel card
- A recent class photograph with the student and his/her name clearly shown
- Passport (recent)
- Current library card (with photograph)
- A photo that has been signed by your school and has the school stamp.

Students will not be allowed to sit the examination unless they have the appropriate photo identification.

A fee of $100 is payable at the time of application. An administration fee of $25 will be retained if an application is cancelled prior to the examination date. There is no refund after the examination has been conducted.

Please note that for students who wish to sit the examination remotely (e.g., overseas or interstate) additional fees apply.

Students who miss the examination through illness or misadventure may be considered through the illness/misadventure process. Information about the illness or misadventure procedures is detailed below.

Students unable to sit the examination because they are interstate or overseas should contact the Selective Entry Unit. Further details of interstate/overseas procedures are given below.

Sample test papers

These papers are designed to assist applicants for Year 9 entry to become familiar with the selective entry school tests. The examination consists of 6 tests covering reading, writing, mathematics and general ability. Sample practice tests are available on the DEECD website at www.education.vic.gov.au/selentry

The examination is a secure examination and as such no specific results, access to the tests or individual scores are available after the examination.

5.1 Illness or Misadventure

If some problem such as illness or misadventure prevents your child from taking the examination on the 19 June 2010, you should complete the illness/misadventure form available on this website.

The completed form should be returned to the Selective Entry Unit by the 25 June 2010.

5.2 Special Consideration

If your child’s examination performance may have been affected by illness, injury or personal trauma on the day of the examination, you should complete the special consideration form available on this website.

The completed form should be returned to the Selective Entry Unit by the 25 June 2010.

5.3 Interstate and Overseas Students

Interstate or overseas students (Australian citizens or permanent residents living interstate or overseas) who are unable to take the selective entry high school examination at the examination centre should contact the Selective Entry Unit by email at seu@edumail.vic.gov.au
6. Outcome of Application

**Outcome letters**
The Selective Entry Unit will email advice in the week beginning 16 August 2010 informing you whether your child has been offered a place or has been unsuccessful.

Note: While offers can be accepted, enrolments will not be finalised until after the official “Application to Enrol” form has been processed by the individual school.

**Response to offers**
All offers will be sent via email and will contain instructions on how to accept the offer by the closing date provided. You must respond to the Selective Entry Unit not to individual schools. Please note that if you decline the offer on behalf of your child or do not respond by the closing date, the offer will go to another student.

**Acknowledgement of response**
Whether you accept or decline an offer on behalf of your child, you will be sent (via email) an acknowledgement confirming your decision. If this confirmation is not received within 24 hours you should contact the Selective Entry Unit.

**Withdrawal of offers**
Offers will be withdrawn if it is found that students do not satisfy all the eligibility requirements. Offers or enrolments may be terminated if placement is made on the basis of false or misleading information.

Note: Offers will lapse if the Selective Entry Unit is unable to contact the applicant to make an offer, or determine the response.

Parents who wish to withdraw from an offer that they previously accepted, should notify the Selective Entry Unit and not individual schools.

**Late offers**
Parents may be contacted in the event that a vacancy arises at any of the schools that were on the applicant’s original preference list. This would include:
- an offer of a place to an applicant who was previously unsuccessful in an earlier round of offers;
- an applicant who is eligible to receive an offer for a higher preference school.

Note: After Friday 3 December 2010 no further offers will be made to students who have already accepted a place at a selective entry high school.

7. Enquiries

Enquiries can be directed to the Selective Entry Unit at:

**Selective Entry Unit**
Department of Education and Early Childhood Development
Email: seu@edumail.vic.gov.au
Telephone: 03 9014 1400
Postal address: PO Box 5323, South Melbourne, 3205.

Enquiries about courses and programs offered by specific selective entry high schools should be addressed to the schools concerned.

After receiving the examination centre advice which gives the student number, parents will need to quote the student number or give other identifying information before Selective Entry Unit officers will discuss confidential student details on the telephone. Parents who cannot provide adequate identifying information on request will need to make written enquiries.