



OXFORD COLLEGE
(CRICOS No. 02427A)

Student Program Guide 2015

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Fiona Sayner

High School Programs Coordinator

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Our Mission and Vision

Ozford is an innovative educational institution in the heart of Melbourne with many opportunities offered to students to excel academically and maximize their potential.

Ozford provides quality educational programs for students to achieve their educational and personal goals and encourages lifelong learning. Ozford fosters a personalized environment where students can develop skills and values to enable them to participate effectively in their chosen career and the wider community.

Students are provided with the opportunity to practice skills learned by undertaking real life learning which is based on global needs and values.

Our dedicated staff provides a student-focused approach to ensure a supportive individualized and innovative learning experience.

Ozford is committed to the achievement of excellence in education. A student's success is Ozford's success.

VALUES

Unity

We work together to achieve our vision, mission and objectives.

Passion

We are passionately committed to deliver quality education experiences and expanding all learners' horizons.

Integrity

We act responsibly and honestly in all we do.

Excellence

We strive for the highest quality in every aspect of our work.

Respect

We respect all our clients and stakeholders by providing a caring Ozford community based on openness, fairness and friendship. At Ozford we recognize that with rights come responsibilities to ourselves, our clients and our stakeholders.

Diversity

We promote intercultural awareness and understanding through authentic experiences both within the Ozford community and the broader Australian and global community.

Introduction

Oxford College is a city-based Senior High School (Years 11 and 12), which looks beyond the contemporary classroom and embraces the dynamism and experience of the city as an additional class room and resource. It is a mature entry point to a learning community with flexibility in learning and a selection of subjects. Both local and overseas students can study the Victorian Certificate of Education (VCE) or the senior Victorian Certificate of Applied Learning courses (VCAL), with pathways to post-secondary study and the world of work.

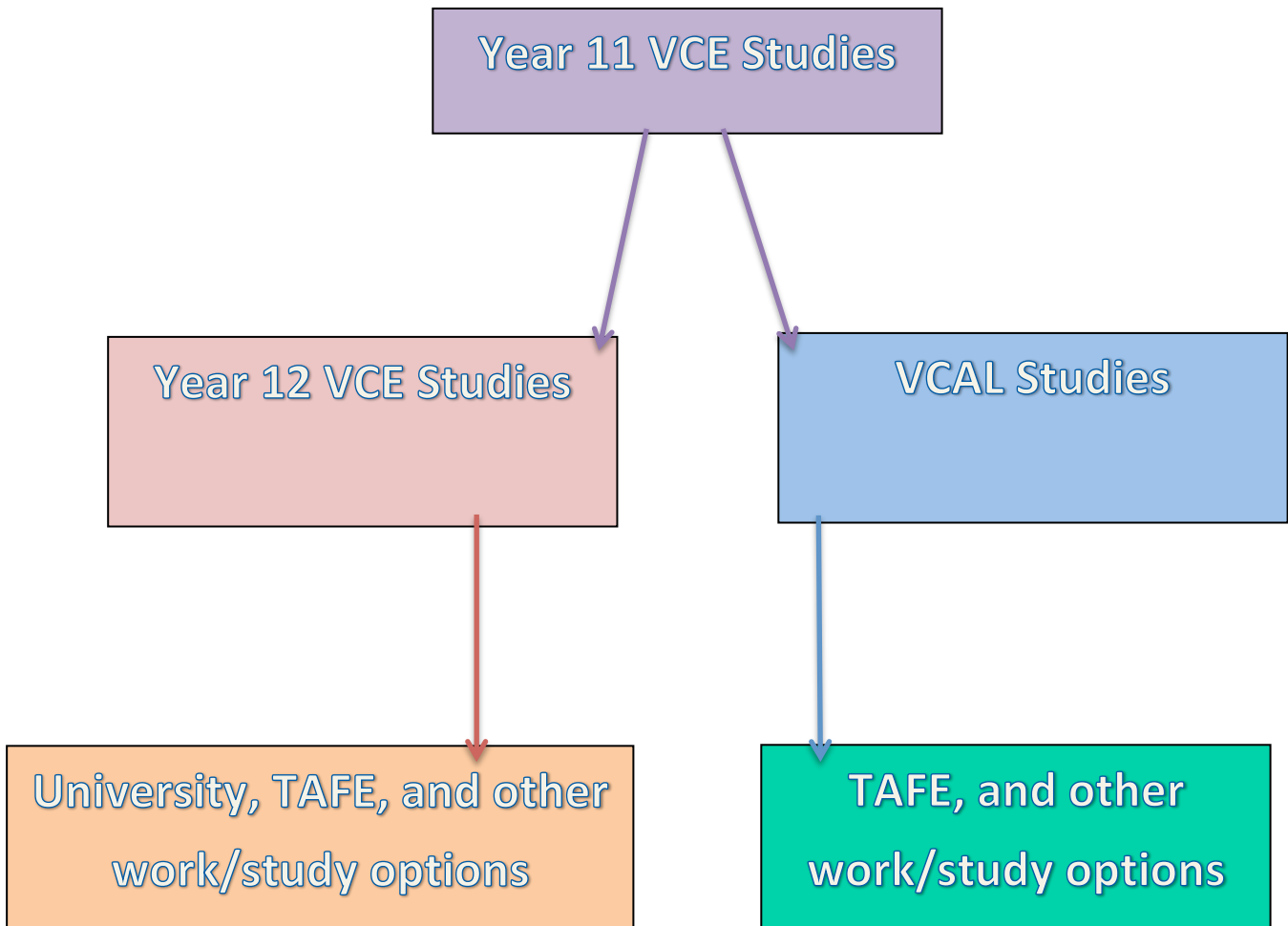
Teachers at Oxford encourage students to be autonomous learners equipped with skills of the twenty first century. The school has a cosmopolitan cohort of teachers, staff and students. There is a strong emphasis on personalized learning and tuition. This facilitates a sense of self-worth and personal growth in students who additionally are encouraged to plan for their preferred personal futures. As a consequence students are able to reach their personal potential in a dynamic and mature learning environment that celebrates diversity and learning to live together.

The Student academic program is complemented by a range of student services which supports and understands students from various backgrounds, experiences, with a native language other than English.

The Mentor and Activity programs offer students life skills, strategies for developing resilience, self-confidence, effective communication skills and emotional intelligence through to a healthy lifestyle.

Pathways

Oxford College offers the final two years of high school (11 and 12). At Year 11 and 12 level students can undertake either the Victorian Certificate of Education (VCE) or the Victorian Certificate of Applied Learning (VCAL). Students who study the VCE will be issued with an Australian Tertiary Entrance Ranking (ATAR) which will assist them in progressing easily to university. Students who study VCAL will have the option of progressing to further study at TAFE, or of entering the workforce.



VCE

The VCE program offered by Ozford is primarily focused on preparing students for tertiary study at university. VCE graduates can also enter Vocational Education and Training (VET) courses or enter the workforce.

Students must complete a minimum of 16 units including 3 English or English as an Additional Language Units (at least 2 at Year 12 level) and 6 other units (3 sequences) at Year 12 level to graduate with the VCE. Students who start Year 11 at the beginning of the Academic year will study 22 units in total, 12 of these will be at the Year 11 level. This provides the best foundation for VCE study in Year 12.

Year 11 Curriculum

Year 11 is the first year of the VCE program. Subjects are organized into semester long units.

A student workload in Year 11 is 12 units over a full year (six units each semester). English as an Additional Language (EAL) must be included in the six units studied each semester. Students select 6 units from the list of units offered. Students who start in Terms 2 and 3 will undertake six units.

Students who are of a very high standard and have the approval of the Ozford High School Coordinator may be permitted to study one VCE Unit 3/4 subject in Year 11. This possibility is only available to students who start Year 11 at the beginning of the year (January/ February).

Upon successful completion of Year 11, students have the option of progressing either to Year 12 VCE or to VCAL. Students can transfer to VCAL upon successful completion of at least six months of Year 11 study.

Year 12 Curriculum

Year 12 is the second year of the VCE program. A normal student workload in year 12 is ten units over a full year (five units in each semester).

In order to be eligible for the VCE certificate, a student must complete at least sixteen units of study. Eight of these units must be comprised of four Unit 3/4 sequences, and include at least three English language units. The other units may be comprised of other units of study undertaken in Year 11 and 12. If insufficient units are passed, the student will be required to undertake further study before being deemed eligible to receive the VCE certificate.

Generally, for best results, each of the subjects selected for Year 12 should have been studied in Year 11. Students who are of a very high standard and have the approval of the Ozford High School Coordinator may be permitted to study one additional VCE Unit 3/4 subject.

Highly able students in Year 12 can also apply to participate in one of the Enhancement and Extension Programs offered by some universities in Melbourne. These programs provide students with the opportunity to study a first year equivalent university subject in addition to their normal VCE workload. Some credit towards a university degree is given if the subject is completed to a satisfactory standard. Entry into these programs is granted by the universities that offer the programs. Additional costs may be incurred for entry into these programs.

VCAL

The VCAL program is primarily focused on preparing students for vocational education and for work.

To complete Senior VCAL, students need to complete all 4 of the following strands:

- Literacy and Numeracy
- Work Related Skills
- Personal Development Skills
- Industry Specific Skills (VET module)

To successfully complete the Senior VCAL certificate, students must complete at least one full semester of VCE studies (6 units) at Year 11 (Units 1 and/or 2 level) and complete at least 6 months of VCAL study. They must have at least one English and one Mathematics unit.

VCAL Curriculum

The senior VCAL Certificate is available to students through a one year intensive study course, and is aimed to develop skills to assist a student in Vocational Training or in the workplace. Students who do not wish to proceed to university at the end of Year 12 should consider this option.

Students who wish to take this course may start Year 11 at the beginning of the year or at mid-year undertaking, 6 VCE units in one semester (Terms 1 and 2 or Terms 3 and 4) and then complete VCAL in the next semester. These students also have an option to undertake the VCE Year 12 program and obtain a VCE.

Students who wish to do VCAL and start Year 11 at the beginning of either Term 2 or 3 undertake 6 VCE units in the second semester (Terms 3 and 4) and then complete the VCAL in the first semester of the following year.

Students studying the VCAL Program in Year 11 will study a VET Business Unit and VCAL units.

At the conclusion of VCAL, students can undertake further vocational education units or study the Ozford VCE Year 12 program and also obtain a VCE. Vocational education can be undertaken through the Ozford College of Business or elsewhere.

Students who have completed Year 11 in their home country and who have graduated from the Ozford English Language Centre or a similar English language program may also apply for admission to the Ozford VCAL Program. The VCAL program will include at least 4 VET Units, from the VET course in Business at Certificate II level, as well as the full range of VCAL specialized units.

VCE and VCAL Curriculum – Subjects available 2015

VCE Units 1 & 2 High School Curriculum

- English as an Additional Language (EAL)
- Accounting
- Business Management
- Information Technology
- Advanced General Mathematics
- Languages Other Than English – Chinese / Vietnamese
- Mathematics Methods
- Studio Arts

VCE Units 3 & 4 High School Curriculum

- English as an Additional Language (EAL)
- Accounting
- Business Management
- Information Technology
- Further Mathematics
- Languages Other Than English – Chinese / Vietnamese
- Mathematics Methods
- Specialist Mathematics
- Studio Arts

If a student is extremely keen to study a subject not offered at Ozford, other delivery methods for this subject may be considered, such as attending classes for that subject at another school, or studying by distance education. These options are subject to approval from the High School Coordinator and are dependent upon several factors (convenience of delivery method, timetabling options and whether the self-motivation and time-management skills required are possessed by the student.)

2015 High School Curriculum – Senior VCAL

- Literacy
- Personal Development Skills Unit 1
- Work Related Skills Unit 1
- Work Related Skills Unit 2
- Numeracy
- VET – Business Certificate II

<http://www.vcaa.vic.edu.au/Pages/vcal/index.aspx?Redirect=1>

Faculty Information

STUDIO ARTS

Studio Arts provides an opportunity for students to learn how to express feelings and ideas through a variety of media. VCE Studio Arts emphasizes the creative design process. Students develop these ideas through to a completed work. A folio and written record is maintained by each student. The classroom studio based work is enriched by excursions to city art galleries that display both traditional and contemporary art works. These excursions are also an important part in the teaching of art theory and history.

BUSINESS MANAGEMENT and ACCOUNTING

The study of business provides students with an understanding of the business and business economic environment in which Australians work. At VCE level, students can choose to study subjects such as Business Management and Accounting. These subjects cover the Australian small business environment, Australian corporations and also Australia's place in world-wide business and commerce. As well as providing basic knowledge about business management, and financial record-keeping, these VCE subjects prepare students for the study of Business and Commerce at university.

EAL (ENGLISH AS AN ADDITIONAL LANGUAGE)

As well as ensuring that students meet the requirements of the VCE EAL course, the Ozford ESL program is also directed at improving students' progress in general English – vocabulary, grammar, speaking, reading and understanding. VCE EAL is similar to the English Program studied at VCE by Australian students. The EAL teaching and assessment approaches emphasize the needs of EAL students at VCE level.

INFORMATION TECHNOLOGY

Ozford provides students with up-to-date computer laboratories that are equipped with the latest generation of computer systems and software applications. In years 11 and 12 students learn about computer systems and their applications. The VCE course teaches students how to apply problem solving methods and use techniques and procedures to process and manage data, information and files. Students also learn about programming and the detailed application of software tools. The use of software applications to solve problems in organizations is also covered, as are aspects of system, data and information, management, security, storage, disposal and integrity.

LANGUAGES OTHER THAN ENGLISH

The study of a student's native language is strongly encouraged. Ozford students usually achieve very good results in the VCE studies of their native languages. We currently offer LOTE in Chinese (First Language) and Vietnamese. Students from other countries can study their home language at special language institutions on weekends. In LOTE classes students are taught how to draft written work and make oral

presentations according to their VCE requirements. Role plays, classroom debates, oral presentations and reading aloud are among the activities used in the LOTE classes.

MATHEMATICS (Advanced General Mathematics, Math Methods, Further Mathematics and Specialist Mathematics) Mathematics is a very important area of study in Australian schools. Oxford recommends that all students study Mathematics up to the end of Year 11. Many students come from strong mathematical backgrounds. This means that teachers can advance and develop students' knowledge and teach them to apply this knowledge in problem solving situations. One of the VCE mathematical courses makes intensive use of sophisticated scientific/graphics calculators in the teaching of the course. The study of mathematics is also of help in doing well in business and scientific subjects.

1.

The Victorian Curriculum Assessment Authority – outlines all of the relevant information for VCAL and VCE units of Study.

<http://www.vcaa.vic.edu.au>

2.

The Victorian Tertiary Admissions Centre

<http://www.vtac.edu.au/>