Government of **Western Australia**
School Curriculum and Standards Authority

Completing the Student Declaration and Permission online

Students who are under 18 years of age must discuss their permission responses with their parents/guardians prior to completing the Student Declaration and Permission online.

Please note: You must complete the **Student Declaration and Permission** statements the first time you log in to the student portal.

When you have successfully logged in, you can gain access to important information, such as your course enrolments, examination timetable/s and results.

For further information about how the student portal will assist you in Year 12, refer to the https://student.scsa.wa.edu.au/student-portal.

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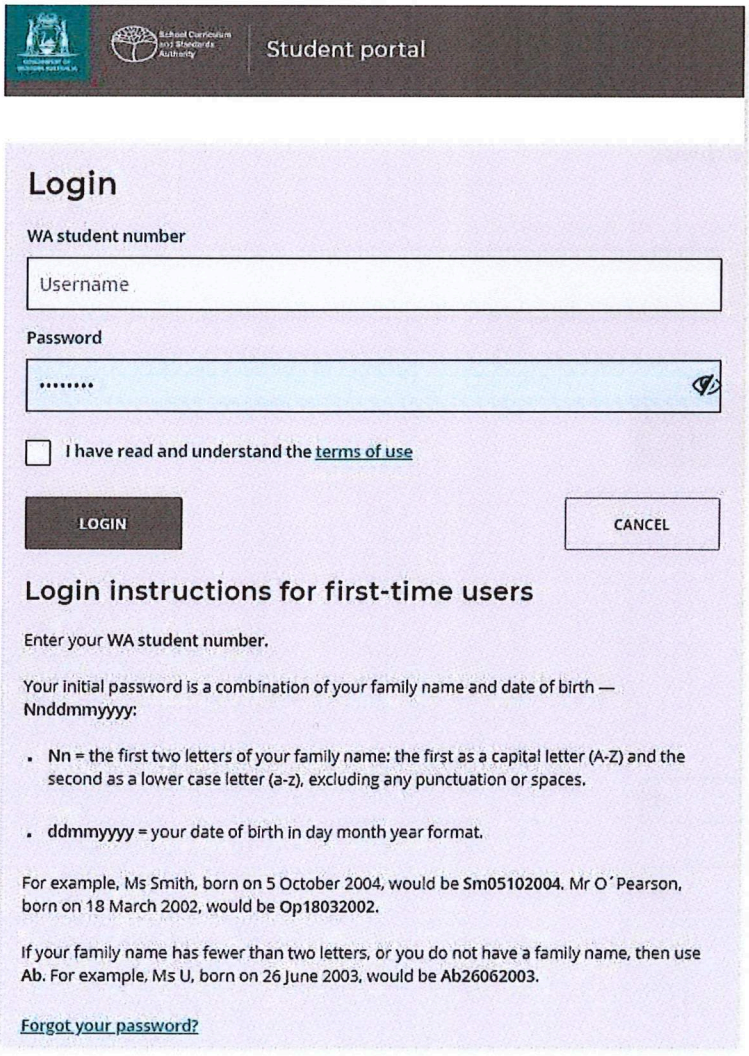
1. To complete the **Student Declaration and Permission** online, log in to the student portal (https://studentportal.scsa.wa.edu.au/).

   Follow the login instructions for first-time users (below) or refer to the Student login and navigation guide.



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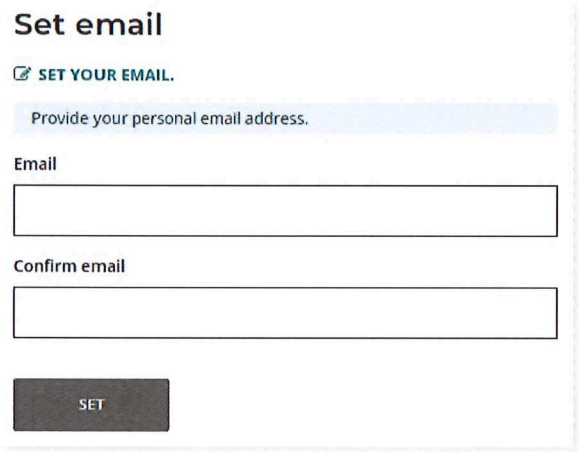
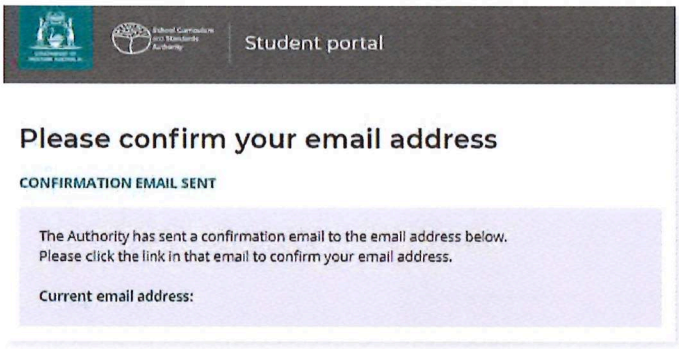
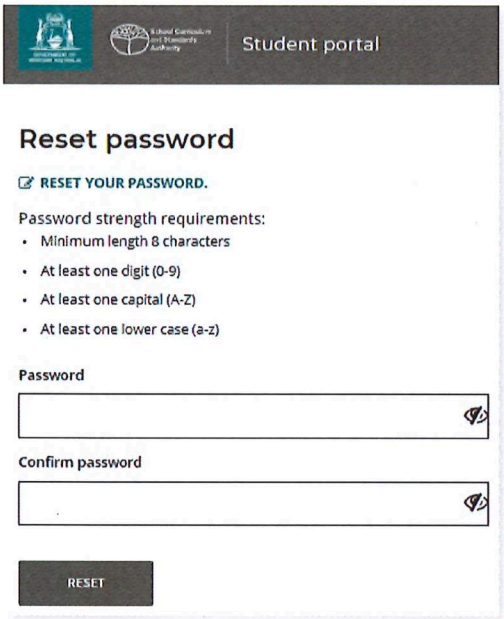
2. You will be prompted to set up a personal email address. A confirmation email will be sent to this email address with a link to complete registration.
3. You will then need to reset your password.
4. Read the terms and conditions of the **Student Declaration and Permission**, tick the appropriate responses, and submit on completion.

The screenshots below indicate the steps listed above.







Completing the Student Declaration and Permission online

Student Declaration and Permission

DECLARATION TO BE COMPLETED BY THE FOLLOWING STUDENTS:

- All Year 12 students
- Year 11 students who are studying ATAR Unit 3 and Unit 4 courses and sitting the ATAR course examinations
- Year 10 students who have been given approval to study ATAR Unit 3 and Unit 4 courses and sit the ATAR course examinations

All students, as listed above, will need to be aware of the requirements to achieve the Western Australian Certificate of Education (WACE) and for sitting the ATAR course examinations. These requirements are listed in the Year 12 Information Handbook which is available on the School Curriculum and Standards Authority website at http://www.scsa.wa.edu.au/publications/year-12-information.

All students, as listed above, need to read this page and then check the box at the bottom of the page. When you check the box you are declaring that you:

- understand the requirements for the award of the Western Australian Certificate of Education (WACE);
- are aware of the restrictions on eligibility to enrol in second language and English as an Additional Language or Dialect courses;
- have read and discussed with your parent/guardian/carer the *Year 12 Information Handbook Parts I and II*, including the sections on plagiarism and malpractice;
- will comply with the examination rules set out in the *Year 12 Information Handbook Parts I and II*;
- are aware of the conditions governing the awarding of examination marks in each course;
- are aware that your marks will be forwarded to the Tertiary Institutions Service Centre (TISC);
- will attend examinations in which you are enrolled at such times and centres as may be arranged by the Authority, at your own expense;
- are aware that any major works or projects that form part of the examination in any course must be undertaken under the supervision of your class teacher and that, when submitting works, you will be required to have the work certified as your own;
- are aware that enrolment in a VET industry specific (VETIS) course requires you to complete work placement and that failure to do so will result in the course not being reported on your Western Australian Statement of Student Achievement (WASSA).

☐ I declare that I have read and understand the information above

⚠ This Student Declaration and Permission needs to be completed by xx/xx/xxxx

LOGOUT SUBMIT

Student Declaration and Permission

STUDENT PERMISSION

The purpose of this online Student Declaration and Permission is to enable you to give your permission for the release of certain personal information and for the use of your ATAR course written and practical examination responses and WACE course school-based assessments in resources produced by the School Curriculum and Standards Authority (the Authority).

Explanatory information

The form gives permission for the Authority to use information as explained below:

- **Release of name**
  The Authority award winners are published in the media and on the Authority's website if permission to do so has been given by you.
- **Use of school work**
  The Authority is seeking your permission for the use of your school work produced during 20XX, e.g. assignments, projects, portfolios, tests, school-based examination responses.
- **Use of examination responses (written and practical)**
  The Authority is seeking permission for the use of:
  - ATAR course written and practical examination responses (copyright owned by the student); and
  - images and sound recordings of the student in photographs, audio recordings and audio visual recordings that are made during the ATAR course practical examinations (copyright owned by the State of Western Australia).

The material will be used under the following terms:

- Anything which identifies you or your school by name will be removed from the material before use by the Authority.
- The Authority may make the resources containing the material available in whole or in part, in print and electronic formats, and on the Authority's website. The resources containing the material may be copied, or made available on an intranet, for non-commercial purposes in schools offering the WACE.
- This permission continues indefinitely until you revoke it by notifying the Authority in writing that you no longer want the material to be used by the Authority. The Authority will not provide payment for the use of the material.

Before you complete the responses below, you must discuss the contents of this page with your parent/guardian (if under 18 years of age). The same information is available on the SCSA Year 11 & 12 website at http://wace1516.scsa.wa.edu.au/the-wace/student-declaration

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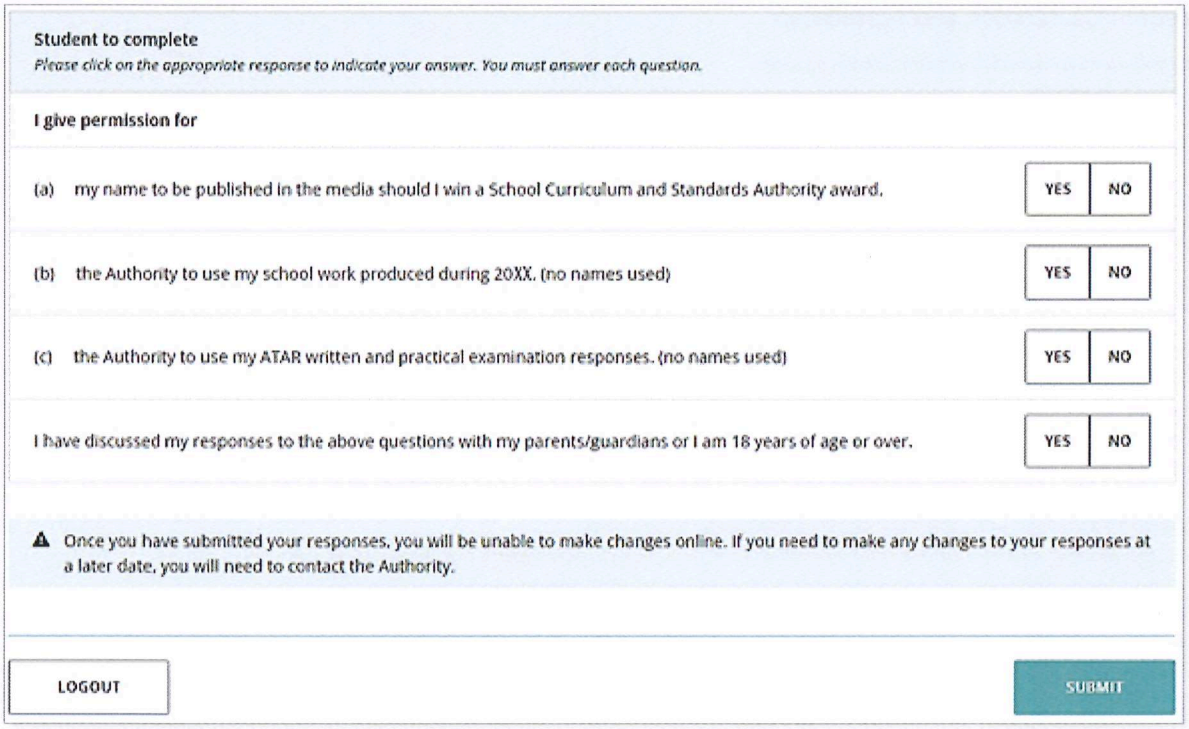
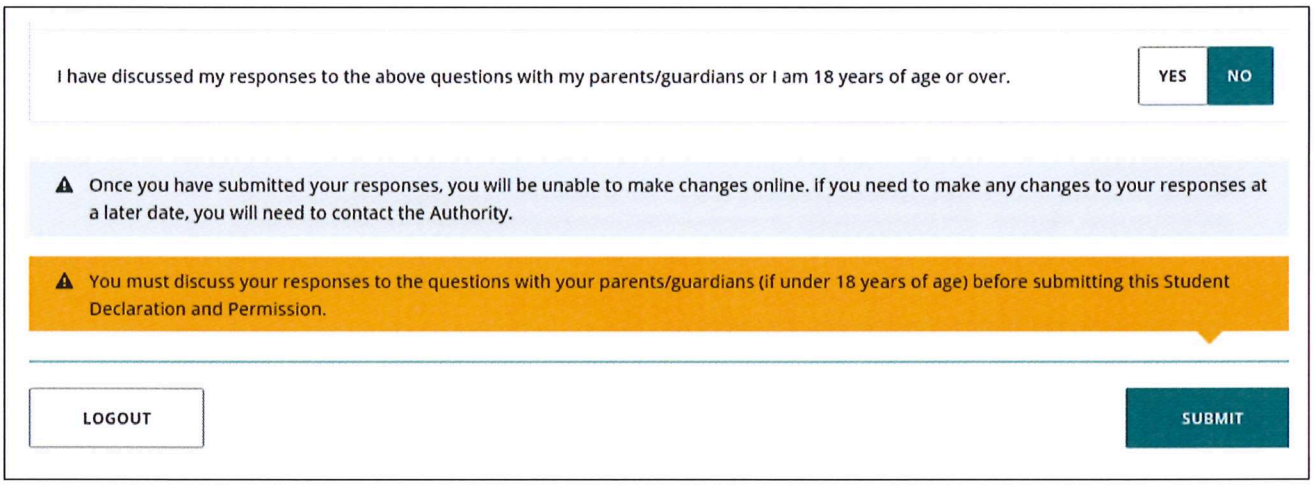


If you are a student who is under 18 years of age, you must discuss your permission responses with your parents/guardians.

If the **NO** box is checked, you will see a warning message, prompting you to discuss this with your parents/guardians prior to submission.