



Queensland

Education (Queensland Studies Authority) Act 2002

Education (Queensland Studies Authority) Regulation 2002

Reprinted as in force on 1 January 2005

Reprint No. 1C*

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Also see endnotes for information about—

- **when provisions commenced**
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[as amended by all amendments that commenced on or before 1 January 2005]

Part 1 Preliminary

1 Short title

This regulation may be cited as the *Education (Queensland Studies Authority) Regulation 2002*.

2 Commencement

This regulation commences on 1 July 2002.

3 Definitions

The dictionary in schedule 2 defines particular words used in this regulation.

Part 1A Accreditation of 1–12 syllabuses and preschool guidelines

Division 1 Preliminary

3A Definition for pt 1A

In this part—

guideline means a preschool guideline.

3B Meaning of *accredited* for a syllabus or guideline

- (1) A syllabus or guideline is *accredited* if the authority grants or renews accreditation of the syllabus or guideline.
- (2) The syllabus or guideline is accredited from the day the authority decides to grant or renew accreditation until the end of the accreditation period for the syllabus or guideline or earlier cancellation of the accreditation.

3C Educational criteria for evaluation of a syllabus or guideline

- (1) The *educational criteria* for evaluation of a syllabus or guideline are the following—
 - (a) the syllabus or guideline includes the rationale for the syllabus or guideline;
 - (b) the syllabus or guideline is appropriate for the educational needs of the group of students provided for under the syllabus or guideline;
 - (c) the syllabus or guideline defines standards of learning and assessment that achieve or exceed outcomes for students equivalent to the outcomes achieved under related approved syllabuses or guidelines;
 - (d) the syllabus or guideline allows adequate time for achieving the standards of learning and assessment mentioned in paragraph (c);
 - (e) the syllabus or guideline promotes a balance, depth, quality and range (the *characteristics*) of learning experiences of a standard that achieves or exceeds the standard for the characteristics of learning experiences under related approved syllabuses or guidelines;
 - (f) the syllabus or guideline does not encourage or condone discrimination on the basis of an attribute mentioned in the *Anti-Discrimination Act 1991*, section 7.¹
- (2) In this section—

¹ See the *Anti-Discrimination Act 1991*, section 7 (Discrimination on the basis of certain attributes prohibited).

discrimination on the basis of an attribute see the *Anti-Discrimination Act 1991*, section 8.²

related approved guidelines, in relation to a guideline under evaluation, means approved guidelines equivalent, or at least relevant, to the guideline under evaluation.

related approved syllabuses, in relation to a syllabus under evaluation, means approved syllabuses—

- (a) providing for an area of learning equivalent, or at least relevant, to the area of learning provided for in the syllabus under evaluation; and
- (b) providing for an equivalent or similar group of students provided for in the syllabus under evaluation.

3D Social responsibility criteria for evaluation of a syllabus or guideline

- (1) The *social responsibility criteria* for evaluation of a syllabus or guideline are the following—
 - (a) implementation of the syllabus or guideline will not encourage or condone contravention of—
 - (i) a law of the State or the Commonwealth; or
 - (ii) an international treaty to which the Commonwealth is a party;
 - (b) implementation of the syllabus or guideline will not be inconsistent with an agreement between the State or a representative of the State and another State or the Commonwealth or a representative of another State or the Commonwealth;
 - (c) implementation of the syllabus or guideline will not be contrary to the public interest.

² See the *Anti-Discrimination Act 1991*, section 8 (Meaning of discrimination on the basis of an attribute).

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Example for paragraph (c) of a syllabus implementation of which would be contrary to the public interest—

A civics syllabus that would promote a racially based social and political hierarchy for Australia.

(2) In this section—

representative, of the State, another State or the Commonwealth, means—

- (a) a Minister or a person who was a Minister of the State, the other State or the Commonwealth; or
- (b) a person employed or engaged or previously employed or engaged by, the State, the other State or the Commonwealth.

treaty includes a convention, protocol, agreement, or arrangement.

Division 2 Applications for accreditation of syllabuses and guidelines

3E Who may apply for accreditation

The following persons may apply for accreditation of a syllabus or guideline—

- (a) the person who owns the syllabus or guideline;
- (b) a person authorised by the owner of the syllabus or guideline to make the application.

3F Procedural requirements for an application

(1) An application for accreditation of a syllabus or guideline must—

- (a) be in the approved form; and
- (b) be accompanied by—
 - (i) the syllabus or guideline; and
 - (ii) evidence satisfactory to the authority that the applicant is eligible to apply under section 3E; and

- (iii) the prescribed application fee; and
 - (iv) any other documents, identified in the approved form, the authority reasonably requires.
- (2) Information in the application must, if the approved form requires, be verified by a statutory declaration.

3G Accreditation of a syllabus and guideline under 1 application

A person may, in 1 application, apply for accreditation of a syllabus and a guideline if the syllabus and guideline relate to an area of learning that provides for the preschool year of schooling and at least 1 other year of schooling.

3H Agreed change to a syllabus or guideline before accreditation

- (1) The authority and an applicant for accreditation of a syllabus or guideline may agree, before the authority decides the application, to change the syllabus or guideline.
- (2) However, if the applicant is not the owner of the syllabus or guideline, the change can be made only if the owner agrees to the change.

3I Withdrawal of an application

A person may withdraw the person's application for accreditation of a syllabus or guideline by giving a notice to the authority.

Division 3 Inquiries into applications

3J Authority must ensure compliance with procedural requirements

- (1) If the authority considers an application for accreditation of a syllabus or guideline does not comply with a procedural requirement, the authority must, by notice given to the

applicant, require the applicant to comply with the requirement within a reasonable period, of at least 28 days, stated in the notice.

- (2) However, the authority and the applicant may, before the end of the period stated in the notice, agree to extend the period for complying with the procedural requirement to a day (the *agreed compliance day*) after the end of the period stated in the notice.
- (3) If the applicant does not comply with the procedural requirement within the period stated in the notice, or if applicable, by the agreed compliance day, the authority may reject the application.
- (4) If the authority decides to reject the application, the authority must give the applicant an information notice about the decision.

3K Authority may require further information or documents

- (1) If the authority considers further information or a document is required for deciding an application for accreditation of a syllabus or guideline, the authority may, by notice given to the applicant, require the applicant to give the information or document to the authority within a reasonable period, of at least 28 days, stated in the notice.
- (2) The authority may also require the information or document to be verified by a statutory declaration.
- (3) Despite subsection (1), the authority and the applicant may, before the end of the period stated in the notice, agree to extend the period for complying with the procedural requirement to a day (the *agreed compliance day*) after the end of the period stated in the notice.
- (4) If the applicant does not comply with a requirement under subsection (1) within the period stated in the notice, or if applicable, by the agreed compliance day, the authority may reject the application.
- (5) If the authority decides to reject the application, the authority must give the applicant an information notice about the decision.

Division 4 Evaluation of syllabuses and guidelines for accreditation

3L Evaluation of a syllabus or guideline for accreditation

- (1) Before deciding to grant, or to refuse to grant, accreditation of a syllabus or guideline, the authority must conduct an evaluation of the syllabus or guideline.
- (2) However, the authority must not start the evaluation unless the applicant for accreditation of the syllabus or guideline has complied with—
 - (a) all procedural requirements for the application; and
 - (b) if the authority has given the applicant a notice under section 3K(1)—all requirements for further information or any document under the notice.
- (3) For evaluating a syllabus or guideline, the authority must consider whether or not the syllabus or guideline satisfies each of the educational criteria and social responsibility criteria.
- (4) The authority may require the applicant to give the authority further information or a document under section 3K after evaluation has started, however, the authority may not reject the application only because the applicant does not comply with the requirement.

Division 5 Decision on applications

3M Deciding an application for accreditation

- (1) As soon as practicable after evaluation of a syllabus or guideline, the authority must consider the application for accreditation of the syllabus or guideline and decide to grant, or to refuse to grant, accreditation of the syllabus or guideline.
- (2) The authority must decide to grant accreditation of a syllabus or guideline if the authority considers the syllabus or guideline satisfies each of the educational criteria and the social responsibility criteria.

3N Deciding accreditation period

- (1) If the authority decides to grant accreditation of a syllabus or guideline, it must also decide the accreditation period for implementation of the syllabus or guideline at schools.
- (2) For deciding the accreditation period for implementation of a syllabus or guideline the authority must have regard to—
 - (a) the nature of the area of learning and the standards of learning and assessment provided for in the syllabus or guideline; and
 - (b) the period for which the authority considers the syllabus or guideline will continue to be appropriate and current for the area of learning, taking into account advancement in the area of learning.

3O When the authority must decide an application

- (1) If an application for accreditation of a syllabus or guideline is made on or before 28 February in a year, the authority must decide the application as soon as practicable after evaluation of the syllabus or guideline but not later than 31 August in the year (the *decision day*).
- (2) If an application for accreditation of a syllabus or guideline is made after 28 February in a year, the authority must decide the application as soon as practicable after evaluation of the syllabus or guideline but not later than 31 August in the next year (also the *decision day*).
- (3) Despite subsections (1) and (2), the authority and the applicant may, before the decision day, agree in writing on a day (the *agreed extended day*), not more than 90 days after the decision day, by which the authority is to make the decision.

3P Accreditation of a syllabus or guideline

If the authority decides to grant accreditation of a syllabus or guideline, it must as soon as practicable give the applicant—

- (a) a notice about the decision; and

- (b) an information notice about the accreditation period for the syllabus or guideline; and
- (c) a certificate of accreditation stating each of the following—
 - (i) the name of the accredited syllabus or guideline;
 - (ii) the name of the owner of the syllabus or guideline;
 - (iii) if the applicant is not the owner—the name of the applicant;
 - (iv) the accreditation period.

3Q Refusal of accreditation

If the authority decides to refuse to grant accreditation of a syllabus or guideline, it must as soon as practicable give the applicant an information notice about the decision.

3R Failure to decide an application

- (1) If the authority fails to decide an application for accreditation of a syllabus or guideline by the decision day, or if applicable, the agreed extended day, the failure is taken to be a decision by the authority to refuse to grant accreditation of the syllabus or guideline.
- (2) If the authority is taken under subsection (1) to have decided to refuse to grant accreditation, the applicant may appeal against the decision under part 9.³

Division 6 Applications for renewal of accreditation

3S Renewal notice for accreditation

- (1) The authority must give the registered nominee for a syllabus or guideline a notice (a *renewal notice*) stating—

- (a) that accreditation of the syllabus or guideline is due to expire and the day of expiry; and
 - (b) that an application for renewal of accreditation may be made by the application day.
- (2) The authority must give the registered nominee the renewal notice by 1 December in the year before the year in which accreditation of the syllabus or guideline is due to expire.

3T Who may apply for renewal of accreditation

The following persons may make an application for renewal of accreditation of a syllabus or guideline—

- (a) the owner of the syllabus or guideline;
- (b) the registered nominee for the syllabus or guideline;
- (c) a person, other than the nominee, authorised by the owner to make the application.

3U When an application for renewal must be made

- (1) An application for renewal of accreditation of a syllabus or guideline must be made to the authority by 28 February (the *application day*) in the year the accreditation is due to expire.
- (2) If an application for renewal of accreditation of a syllabus or guideline is made after the application day, the authority must deal with the application as if it were an application for accreditation of the syllabus or guideline.

3V Procedural requirements for an application for renewal

- (1) An application for renewal of accreditation of a syllabus or guideline must—
 - (a) be in the approved form; and
 - (b) be accompanied by—
 - (i) if the applicant proposes a change to the syllabus or guideline—the syllabus or guideline showing the change; and

- (ii) if the applicant is not the owner of, or registered nominee for, the syllabus or guideline—evidence satisfactory to the authority that the applicant is authorised by the owner to make the application; and
 - (iii) the prescribed application fee; and
 - (iv) any documents, identified in the approved form, the authority reasonably requires to decide the application.
- (2) Information in the application must, if the approved form requires, be verified by a statutory declaration.

3W Authority must ensure compliance with procedural requirements

- (1) If the authority considers an application for renewal of accreditation of a syllabus or guideline does not comply with a procedural requirement, the authority must, by notice given to the applicant, require the applicant to comply with the requirement within a reasonable period, of at least 28 days, stated in the notice.
- (2) However, the authority and the applicant may, before the end of the period stated in the notice, agree to extend the period for complying with the procedural requirement to a day (the *agreed compliance day*) after the end of the period stated in the notice.
- (3) If the applicant does not comply with the procedural requirement within the period stated in the notice, or if applicable, by the agreed compliance day, the authority may reject the application.
- (4) If the authority decides to reject the application, the authority must give the applicant an information notice about the decision.

3X Authority may require further information or documents

- (1) If the authority considers further information or a document is required for deciding an application for renewal of

accreditation, the authority may, by notice given to the applicant, require the applicant to give the information or document to the authority within a reasonable period, of at least 28 days, stated in the notice.

- (2) The authority may also require the information or document to be verified by a statutory declaration.
- (3) Despite subsection (1), the authority and the applicant may, before the end of the period stated in the notice, agree to extend the period for complying with the procedural requirement to a day (the *agreed compliance day*) after the end of the period stated in the notice.
- (4) If the applicant does not comply with a requirement under subsection (1) within the period stated in the notice, or if applicable, by the agreed compliance day, the authority may reject the application.
- (5) If the authority decides to reject the application, the authority must give the applicant an information notice about the decision.

3Y Evaluation of a syllabus or guideline for renewal of accreditation

- (1) Before deciding to renew, or to refuse to renew, accreditation of a syllabus or guideline, the authority must conduct an evaluation of the syllabus or guideline.
- (2) However, the authority must not start the evaluation unless the applicant for renewal of accreditation of the syllabus or guideline has complied with—
 - (a) all procedural requirements for the application; and
 - (b) if the authority has given the applicant a notice under section 3X(1)—all requirements for further information or any document under the notice.
- (3) For evaluating a syllabus or guideline, the authority must consider whether or not the syllabus or guideline satisfies each of the educational criteria and social responsibility criteria.

- (4) The authority may require the applicant to give the authority further information or a document under section 3X after evaluation has started, however, the authority may not reject the application only because the applicant does not comply with the requirement.

3Z Deciding an application for renewal of accreditation

- (1) As soon as practicable after evaluation of a syllabus or guideline, the authority must consider the application for renewal of accreditation of the syllabus or guideline and decide to renew, or to refuse to renew, accreditation of the syllabus or guideline.
- (2) The authority must decide to renew accreditation of a syllabus or guideline if the authority considers the syllabus or guideline satisfies each of the educational criteria and the social responsibility criteria.

3ZA Deciding accreditation period for renewal

- (1) If the authority decides to renew accreditation of a syllabus or guideline, it must also decide the accreditation period for implementation of the syllabus or guideline at schools.
- (2) In deciding the accreditation period for implementation of a syllabus or guideline the authority must have regard to—
 - (a) the nature of the area of learning and the standards of learning and assessment provided for in the syllabus or guideline; and
 - (b) the period for which the authority considers the syllabus or guideline will continue to be appropriate and current for the area of learning, taking into account advancement in the area of learning.

3ZB When the authority must decide an application for renewal of accreditation

- (1) The authority must decide to renew, or refuse to renew, accreditation of a syllabus or guideline as soon as practicable

after evaluation but not later than 31 August in the year the accreditation is due to expire (the *decision day*).

- (2) Despite subsection (1), the authority and the applicant may, before the decision day, agree in writing on a day (the *agreed extended day*), not more than 90 days after the decision day, by which the authority is to make the decision.

3ZC Renewal of accreditation of a syllabus or guideline

If the authority decides to renew accreditation of a syllabus or guideline, it must as soon as practicable give the applicant—

- (a) a notice about the decision; and
- (b) an information notice about the accreditation period for the syllabus or guideline; and
- (c) a certificate of accreditation.

3ZD Refusal to renew accreditation

If the authority decides to refuse to renew accreditation of a syllabus or guideline, it must as soon as practicable give the applicant an information notice about the decision.

3ZE Failure to decide an application for renewal of accreditation

- (1) If the authority fails to decide an application for renewal of accreditation of a syllabus or guideline by the decision day, or if applicable, the agreed extended day, the failure is taken to be a decision by the authority to refuse to renew accreditation of the syllabus or guideline.
- (2) If the authority is taken under subsection (1) to have decided to refuse to renew accreditation, the applicant may appeal against the decision under part 9.⁴

3ZF Application of certain provisions to renewal of accreditation

Sections 3G to 3I⁵ apply to an application for renewal of accreditation of a syllabus or guideline as if a reference to an application for accreditation were a reference to an application for renewal of accreditation.

Division 7 Approval of changes to accredited syllabuses and guidelines

3ZG Application for approval to change a syllabus or guideline

- (1) If the owner of an accredited syllabus or guideline proposes to change the syllabus or guideline, the owner, or the registered nominee authorised by the owner, may make an application to the authority for approval of the proposed change.
- (2) The application must be made on or before 28 February in the year before the year in which accreditation of the syllabus or guideline is due to expire.
- (3) The application must—
 - (a) be in the approved form; and
 - (b) show the proposed change to the syllabus or guideline; and
 - (c) state any reason for the proposed change; and
 - (d) if the registered nominee is not the owner of the syllabus or guideline—include the agreement of the owner to the proposed change.
- (4) Information in the application must, if the approved form requires, be verified by a statutory declaration.
- (5) The authority must not accept an application under this section if the authority has issued a show cause notice for

⁵ Sections 3G (Accreditation of a syllabus and guideline under 1 application), 3H (Agreed change to a syllabus or guideline before accreditation) and 3I (Withdrawal of an application)

cancellation of the syllabus or guideline and has not decided to end the show cause process without further action.⁶

3ZH Authority must ensure compliance with procedural requirements

- (1) If the authority considers an application for approval to change a syllabus or guideline does not comply with a procedural requirement, the authority must, by notice given to the applicant, require the applicant to comply with the requirement within a reasonable period, of at least 28 days, stated in the notice.
- (2) However, the authority and the applicant may, before the end of the period stated in the notice, agree to extend the period for complying with the procedural requirement to a day (the *agreed compliance day*) after the end of the period stated in the notice.
- (3) If the applicant does not comply with the procedural requirement within the period stated in the notice, or if applicable, by the agreed compliance day, the authority may reject the application.
- (4) If the authority decides to reject the application, the authority must give the applicant an information notice about the decision.

3ZI Authority may require further information or documents

- (1) If the authority considers further information or a document is required for deciding an application for approval to change a syllabus or guideline, the authority may, by notice given to the applicant, require the applicant to give the information or document to the authority within a reasonable period, of at least 28 days, stated in the notice.
- (2) The authority may also require the information or document to be verified by a statutory declaration.

⁶ See sections 3ZN (Show cause notice for cancellation) and 3ZP (Ending show cause process without further action).

- (3) Despite subsection (1), the authority and the applicant may, before the end of the period stated in the notice, agree to extend the period for complying with the procedural requirement to a day (the ***agreed compliance day***) after the end of the period stated in the notice.
- (4) If the applicant does not comply with a requirement under subsection (1) within the period stated in the notice, or if applicable, by the agreed compliance day, the authority may reject the application.
- (5) If the authority decides to reject the application, the authority must give the applicant an information notice about the decision.

3ZJ Deciding an application for approval of a change

- (1) If the applicant has complied with all procedural requirements and any requirement for further information or a document under section 3ZI(1), the authority must consider the application and decide—
 - (a) to approve the proposed change to the syllabus or guideline; or
 - (b) to refuse to approve the proposed change.
- (2) The authority must refuse to approve the proposed change if the authority considers the change requires the syllabus or guideline to be evaluated for accreditation.
- (3) The authority must make the decision as soon as practicable but not later than 1 December in the year before the year in which accreditation of the syllabus or guideline is due to expire (the ***decision day***).

3ZK Steps to be taken after application decided

- (1) If the authority decides to approve a change to a syllabus or guideline, it must as soon as practicable give the applicant a notice about the decision.
- (2) If the authority decides to refuse to approve a change to a syllabus or guideline, it must as soon as practicable give the applicant an information notice about the decision.

3ZL Failure to decide an application for a change to a syllabus or guideline

- (1) If the authority fails to decide an application for approval of a proposed change to a syllabus or guideline by the decision day, the failure is taken to be a decision by the authority to refuse to approve the change.
- (2) If the authority is taken under subsection (1) to have decided to refuse to approve the change, the applicant may appeal against the decision under part 9.⁷

Division 8 Cancellation of accreditation

3ZM Grounds for cancellation

The authority may cancel accreditation of a syllabus or guideline if—

- (a) the authority—
 - (i) becomes aware of a matter relating to the syllabus or guideline; and
 - (ii) considers it would have refused to grant or renew accreditation of the syllabus or guideline if it had been aware of the matter before granting or renewing accreditation; or
- (b) the authority considers accreditation of the syllabus or guideline was granted or renewed because of a materially false or misleading representation or declaration.

3ZN Show cause notice for cancellation

- (1) If the authority considers a ground exists to cancel accreditation of a syllabus or guideline, the authority must, before taking action to cancel the accreditation, give the registered nominee a notice (a *show cause notice*).

⁷ Part 9 (Reviews and appeals)

- (2) The show cause notice must—
 - (a) state the authority proposes to cancel the accreditation; and
 - (b) state the ground for the proposed cancellation; and
 - (c) outline the facts and circumstances forming the basis for the ground; and
 - (d) invite the registered nominee to show within a stated period (the *show cause period*) why the accreditation should not be cancelled.
- (3) The show cause period must be a period ending not less than 28 days after the show cause notice is given to the registered nominee.

3ZO Representations about show cause notices

- (1) The registered nominee may make written representations about the show cause notice to the authority in the show cause period.
- (2) The authority must consider all written representations made under subsection (1).

3ZP Ending show cause process without further action

- (1) This section applies if, after considering the representations for the show cause notice, the authority no longer considers a ground exists to cancel the accreditation.
- (2) The authority must not take any further action about the show cause notice.
- (3) The authority must also, as soon as practicable after considering the ground no longer exists, give notice to the registered nominee that no further action is to be taken about the show cause notice.

3ZQ Cancellation

- (1) This section applies if, after considering the representations for the show cause notice, the authority—

- (a) still considers the ground exists to cancel the accreditation; and
 - (b) considers cancellation of the accreditation is warranted.
- (2) This section also applies if there are no representations for the show cause notice.
 - (3) The authority may decide to cancel the accreditation.
 - (4) If the authority decides to cancel the accreditation, it must as soon as practicable give the registered nominee an information notice about the decision.
 - (5) The decision takes effect on the day the information notice is given to the registered nominee.
 - (6) The registered nominee must return the certificate of accreditation to the authority within 14 days after receiving the information notice.

Division 9 Registration and records

3ZR Accreditation register to be kept

- (1) The authority must keep a register about accredited syllabuses and guidelines (the *accreditation register*).
- (2) The register may be kept in the way the authority considers appropriate, including, for example, in an electronic form.
- (3) The register must contain the following details for each accredited syllabus and guideline—
 - (a) the title and a short description of the syllabus or guideline;
 - (b) the name of the nominee for the syllabus or guideline;
 - (c) the business address of the nominee for the syllabus or guideline;
 - (d) the name of the owner of the syllabus or guideline;
 - (e) the area of learning provided for in the syllabus or guideline;

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- (f) the year or years of schooling provided for in the syllabus or guideline;
 - (g) the day the current accreditation period for the syllabus or guideline ends.
- (4) The authority must enter in the register the details mentioned in subsection (3) for an accredited syllabus or guideline within 14 days of deciding to grant or renew accreditation of the syllabus or guideline.
 - (5) The authority must enter in the register the details of a change of the business address of the registered nominee for an accredited syllabus or guideline within 14 days of receiving notice of the change from the nominee.
 - (6) If the authority cancels accreditation of a syllabus or guideline, the authority must immediately enter in the register a statement of the cancellation, including the day the cancellation took effect.
 - (7) The authority must keep the register open for inspection by members of the public, free of charge, at the office⁸ during ordinary office hours.

3ZS Registration of the nominee for a syllabus or guideline

- (1) If the authority grants accreditation of a syllabus or guideline, the authority must register the applicant for the accreditation as the nominee for the syllabus or guideline.
- (2) If the authority renews accreditation of a syllabus or guideline, the authority must register the applicant for renewal of the accreditation as the nominee for the syllabus or guideline.
- (3) If the owner of an accredited syllabus or guideline gives the authority a notice in the approved form nominating a person to be the nominee for the syllabus or guideline, the authority must, within 14 days of receiving the notice, register the person as the nominee for the syllabus or guideline.

⁸ The address of the Office of the Queensland Studies Authority is 295 Ann Street, Brisbane.

3ZT Registration of the owner of a syllabus or guideline

If the owner of a syllabus or guideline gives the authority a notice in the approved form stating that the owner has transferred ownership of the syllabus or guideline to another person, the authority must, within 14 days of receiving the notice, register the other person as the owner of the syllabus or guideline.

3ZU Copies of syllabuses and guidelines to be kept

The authority must keep a copy of each accredited syllabus and guideline, including changes to any syllabus or guideline that are approved by the authority.

Part 2 External senior examinations

Division 1 Available examinations

4 External senior examinations available

The authority must make an external senior examination, for an area of learning stated in a guideline for this section, available to be taken by persons each year.

Division 2 Eligibility to take examinations

5 Persons eligible to take examination

- (1) A person is eligible to take an external senior examination for an area of learning if the person—
 - (a) has not finished the year 12 year of schooling; and
 - (b) has not obtained a senior certificate; and
 - (c) will be at least 19 years by the end of the year in which the person proposes to take the examination.

- (2) Also, a person is eligible to take an external senior examination for an area of learning if the person has finished the year 12 year of schooling and has obtained a senior certificate.
- (3) Also, a person is eligible to take an external senior examination for an area of learning if—
 - (a) the person is undertaking senior secondary education at a school; and
 - (b) the authority is satisfied—
 - (i) the person can not reasonably study the area of learning at the person's school; and
 - (ii) the person's education in the area of learning will be achieved other than by studying the area of learning at the school.
- (4) A person can not reasonably study an area of learning at a school if, for example—
 - (a) the area of learning is not taught at the school; or
 - (b) the area of learning is taught at the school, but only at the same times as another area of learning being studied by the person at the school.
- (5) In addition, a person is eligible to take an external senior examination for an area of learning if the authority declares the person to be eligible under section 6.

6 Application for declaration of eligibility

- (1) A person may apply to the authority to be declared to be eligible to take an external senior examination for an area of learning in the year in which the application is made.
- (2) The application must—
 - (a) be in the approved form; and
 - (b) accompany an application under section 9 to take the examination.
- (3) The authority must consider the application and either grant, or refuse to grant, the application.

- (4) The authority may grant the application only if it is reasonably satisfied exceptional circumstances exist that justify the decision.
- (5) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (6) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (7) If the authority fails to decide the application within 14 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Division 3 Number of areas of learning

7 Number of areas of learning in which examination may be taken

- (1) An eligible person who is not undertaking senior secondary education at a school may not take external senior examinations in more than 3 areas of learning in 1 year if the person—
 - (a) will be less than 19 years at the end of the year in which the person proposes to take the examinations; and
 - (b) has not finished the year 12 year of schooling; and
 - (c) has not obtained a senior certificate.
- (2) An eligible person who is undertaking senior secondary education at a school may not take external senior examinations in more than 2 areas of learning in 1 year.
- (3) Subsections (1) and (2) apply subject to section 8.
- (4) Otherwise, an eligible person may take external senior examinations in the number of areas of learning the person wishes.

8 Examination may be taken in more areas of learning because of exceptional circumstances

- (1) A person to whom section 7(1) or (2) applies may take external senior examinations in more than the number of areas of learning stated in the subsection if the person has the authority's approval.
- (2) The person may apply to the authority for its approval under this section.
- (3) The application must—
 - (a) be in the approved form; and
 - (b) accompany an application under section 9 to take the examinations.
- (4) The authority must consider the application and either grant, or refuse to grant, the application.
- (5) The authority may grant the application only if it is reasonably satisfied exceptional circumstances exist that justify the decision.
- (6) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (7) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (8) If the authority fails to decide the application within 14 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Division 4 Application to take examinations

9 Application

- (1) A person who wishes to take an external senior examination for an area of learning must apply to the authority to take the examination.
- (2) The application must—
 - (a) be in the approved form; and
 - (b) be accompanied by—
 - (i) if the application is made on or before the closing day—the application fee; or
 - (ii) if the application is made after the closing day—the late application fee.
- (3) The application must be made on or before 31 August of the year in which the application is made.
- (4) However, the authority may, at any time, extend the time for making the application.

10 Decision about application to take examination—application made on or before closing day

- (1) This section applies if the application is made on or before the closing day.
- (2) The authority must consider the application and either grant, or refuse to grant, the application.
- (3) The authority may grant the application only if—
 - (a) the applicant is an eligible person; and
 - (b) the applicant has applied to take external senior examinations in the number of areas of learning the applicant may take—
 - (i) under section 7; or
 - (ii) because the authority has granted an application made by the applicant under section 8.

- (4) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (5) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (6) If the authority fails to decide the application within 14 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

**11 Decision about application to take
examination—application made after closing day**

- (1) This section applies if the application is made after the closing day.
- (2) The authority must consider the application and either grant, or refuse to grant, the application.
- (3) The authority may grant the application only if—
 - (a) the applicant is an eligible person; and
 - (b) the applicant has applied to take external senior examinations in the number of areas of learning the applicant may take—
 - (i) under section 7; or
 - (ii) because the authority has granted an application made by the applicant under section 8; and
 - (c) the authority is satisfied the application was made after the closing day because of extenuating circumstances.
- (4) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (5) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.

- (6) If the authority fails to decide the application within 14 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Division 5 Places to take examinations

12 Where examination can be taken

- (1) The authority must decide the places at which an external senior examination for an area of learning can be taken.
- (2) The places must be stated in a guideline.
- (3) An eligible person for an external senior examination for an area of learning may only take the examination at—
 - (a) a place decided under subsection (1); or
 - (b) if the authority has granted an application, under section 13, by the person to take the examination at another place—the other place.

13 Application to take examination at another place

- (1) An eligible person for an external senior examination for an area of learning may apply to the authority to take the examination at a place other than a place decided under section 12(1).
- (2) The application must be in the approved form.
- (3) The application must be made on or before 31 August of the year in which the application is made.
- (4) However, the authority may, at any time, extend the time for making the application.
- (5) The authority must consider the application and either grant, or refuse to grant, the application.
- (6) The authority may grant the application only if it is satisfied—

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- (a) there are extenuating circumstances for the applicant needing to take the examination at the other place; and
Example of extenuating circumstances—
 - The applicant will be interstate on an extended holiday with the applicant's parents at the time the examination is to be taken.
- (b) adequate supervisory arrangements can be provided, at the other place, for the conduct of the examination; and
- (c) adequate arrangements can be made, at the other place, for safeguarding—
 - (i) the examination papers before the examination is taken; and
 - (ii) the examination scripts.
- (7) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of—
 - (a) the decision; and
 - (b) the local expenses fee payable by the applicant.
- (8) The local expenses fee is the amount that—
 - (a) the authority considers to be reasonable; and
 - (b) is not more than the reasonable cost of providing for the examination to be taken at the other place.
- (9) The applicant may only take the examination at the other place if the local expenses fee has been paid to the authority before the day of the examination.
- (10) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (11) If the authority fails to decide the application within 14 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Division 6 Special arrangements for taking examinations

14 Special consideration of person's disability or medical condition

- (1) This section applies if a person has a disability or medical condition the person believes is likely to adversely affect the person's capacity to perform in an external senior examination for an area of learning.
- (2) The person may apply to the authority to allow the person to take the examination under special arrangements that take account of the person's disability or medical condition.
- (3) The application must be in the approved form.
- (4) The application must be made on or before 31 August of the year in which the application is made.
- (5) However, the authority may, at any time, extend the time for making the application.
- (6) The authority must consider the application and either grant, or refuse to grant, the application.
- (7) The authority may grant the application only if it is satisfied of the need for the special arrangements.
- (8) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of—
 - (a) the decision; and
 - (b) the special arrangements fee payable by the applicant.
- (9) The special arrangements fee is the amount that—
 - (a) the authority considers to be reasonable; and
 - (b) is not more than the reasonable cost of providing for the special arrangements.
- (10) The applicant may only take the examination, under the special arrangements, if the special arrangements fee has been paid to the authority before the day of the examination.

- (11) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (12) If the authority fails to decide the application within 14 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Division 7 Refusal of entry to, or expulsion from, place of examination

15 Circumstances of refusal or expulsion

- (1) The circumstances in which an eligible person for an external senior examination for an area of learning may, by an appointed official, be refused entry to a place at which the examination can be taken must be stated in a guideline.
- (2) The circumstances in which an eligible person for an external senior examination for an area of learning may be expelled by an appointed official from a place at which the examination is being taken must be stated in a guideline.
- (3) In this section—

appointed official means an official appointed, under section 22,⁹ to ensure the proper conduct of the examination.

16 Application to sit another external senior examination

- (1) This section applies to an eligible person for an external senior examination for an area of learning who—
 - (a) under section 15(1), has been refused entry to a place at which the examination can be taken; or

⁹ Section 22 (Appointment of officials for examination)

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- (b) under section 15(2), has been expelled from a place at which the examination is being taken.
- (2) The person may apply to the authority for permission to sit another external senior examination for the area of learning on the basis that the refusal or expulsion was unjustified in the circumstances.
- (3) The application must—
 - (a) be in the approved form; and
 - (b) state the grounds why the applicant believes the refusal or expulsion was unjustified in the circumstances.
- (4) The application must be made within 7 days after the refusal or expulsion.
- (5) The authority may, by notice given to the applicant, require the applicant to give the authority, within a reasonable time of at least 14 days stated in the notice, further information or a document the authority reasonably requires to consider the application.
- (6) The applicant is taken to have withdrawn the application if, within the stated time, the applicant does not comply with the requirement.
- (7) The authority must consider the application and either grant, or refuse to grant, the application.
- (8) The authority may grant the application only if it is satisfied the refusal or expulsion was unjustified in the circumstances.
- (9) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (10) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (11) If the authority fails to decide the application within 28 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Division 8 Deciding level of achievement in examinations

17 Grading of achievement in examination

- (1) The authority must decide the level of achievement, in the study of an area of learning, of a person who took an external senior examination for the area of learning.
- (2) Before making its decision, the authority must allow enough time for the person to give a notice under section 19.
- (3) This section is subject to section 18.

18 Refusal to decide level of achievement

- (1) The circumstances in which the authority may decide not to decide the level of achievement, in the study of an area of learning, of a person who took an external senior examination for the area of learning must be stated in a guideline.
- (2) If the authority proposes to decide not to decide the level of achievement, in the study of an area of learning, of a person who took an external senior examination for the area of learning (the *proposed decision*), the authority must first give the person a notice (a *show cause notice*) stating the following—
 - (a) the proposed decision;
 - (b) the grounds for the proposed decision;
 - (c) an outline of the facts and circumstances forming the basis for the grounds;
 - (d) an invitation to the person to show within a stated period (a *show cause period*) why the proposed decision should not be made.
- (3) The show cause period must be a period ending at least 14 days after the show cause notice is given to the person.
- (4) The person may make written representations about the proposed decision to the authority in the show cause period.

- (5) The authority must consider all written representations (the *accepted representations*) made under subsection (4) before making the proposed decision.
- (6) If, after considering the accepted representations for the show cause notice, the authority no longer proposes to make the proposed decision, the authority must as soon as practicable—
 - (a) give the person notice of its decision; and
 - (b) decide the person's level of achievement.
- (7) If, after considering the accepted representations for the show cause notice, the authority still proposes to make the proposed decision, the authority must as soon as practicable give the person an information notice about the decision.
- (8) Subsection (7) also applies if there are no accepted representations for the show cause notice.

19 Medical condition or circumstances adversely affecting person's performance in examination

- (1) This section applies if a person who took an external senior examination for an area of learning believes the person's performance in the examination was adversely affected because of a medical condition of the person or circumstances beyond the person's control.
- (2) The person may notify the authority of the condition or circumstances within 7 days after taking the examination.
- (3) If the authority receives a notice under subsection (2), it must take the condition or circumstances into account when deciding the person's level of achievement in the study of the area of learning.

20 Revaluation of achievement in examination

- (1) A person who has taken an external senior examination for an area of learning may ask the authority to revalue the person's level of achievement, in the study of the area of learning, stated in the senior certificate issued to the person for the study of the area of learning.

- (2) The request must—
 - (a) be in the approved form; and
 - (b) be made—
 - (i) before the first Tuesday 7 weeks after the finishing day for the year in which the request is made; or
 - (ii) if the Monday immediately before the day mentioned in subparagraph (i) is a public holiday—before the first Wednesday 7 weeks after the finishing day for the year in which the request is made; or
 - (iii) if the day mentioned in subparagraph (i) is less than 20 days after the person is issued with the senior certificate—within 20 days after the person is issued with the senior certificate; and
 - (c) be accompanied by the revaluation fee.
- (3) The authority must as soon as practicable revalue the person's level of achievement in the study of the area of learning.
- (4) If, after revaluing the person's level of achievement, the authority decides to increase or decrease the level of achievement, the authority must as soon as practicable—
 - (a) issue the person with a replacement senior certificate that includes the increased or decreased level of achievement; and
 - (b) refund the revaluation fee to the person; and
 - (c) if the level of achievement is increased—give the person notice of the decision; and
 - (d) if the level of achievement is decreased—give the person an information notice about the decision.
- (5) If, after revaluing the person's level of achievement, the authority decides not to increase or decrease the level of achievement, the authority must as soon as practicable give the person an information notice about the decision.
- (6) If the authority fails to revalue the person's level of achievement within 21 days after the request was made—

- (a) the failure is taken to be a decision of the authority not to increase or decrease the level of achievement; and
- (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Division 9 Other matters

21 Inspection of graded examination script

- (1) A person who has taken an external senior examination for an area of learning may ask the authority for permission to inspect the person's graded examination script.
- (2) A request under subsection (1) must—
 - (a) be in the approved form; and
 - (b) be made—
 - (i) before the first Tuesday 7 weeks after the finishing day for the year in which the request is made; or
 - (ii) if the Monday immediately before the day mentioned in subparagraph (i) is a public holiday—before the first Wednesday 7 weeks after the finishing day for the year in which the request is made; or
 - (iii) if the day mentioned in subparagraph (i) is less than 20 days after the person is issued with a senior certificate for the area of learning—within 20 days after the person is issued with the certificate; and
 - (c) be accompanied by the script inspection fee.
- (3) If the person makes a request under this section, the authority must make the person's examination script available for inspection, within a reasonable time, at the office¹⁰ or another suitable place during normal business hours.

¹⁰ The address of the Office of the Queensland Studies Authority is 295 Ann Street, Brisbane.

22 Appointment of officials for examination

- (1) The authority may appoint appropriately qualified persons to ensure the proper conduct of an external senior examination for an area of learning.
- (2) In this section—
appropriately qualified includes having the qualifications, experience or standing appropriate to the exercise of the power.

Part 3 Tests and assessments

Division 1 Literacy and numeracy tests

23 Development of literacy and numeracy tests—Act, s 19(1)

For section 19(1) of the Act, the authority must develop the following tests—

- (a) a test, for administering in 2002 and each subsequent year, to assess the literacy or numeracy skills of students in the year 3 year of schooling;
- (b) a test, for administering in 2002 and each subsequent year, to assess the literacy or numeracy skills of students in the year 5 year of schooling;
- (c) a test, for administering in 2002 and each subsequent year, to assess the literacy or numeracy skills of students in the year 7 year of schooling.

Division 2 Core skills test

Subdivision 1 Core skills test to be developed

24 Development of test—Act, s 19(1)

For section 19(1) of the Act, the authority must develop a core skills test and make it available to be taken by persons each year.

Subdivision 2 Eligibility to take test

25 Persons eligible to take test

- (1) A person is eligible to take a core skills test if the person will finish the year 12 year of schooling in the year in which the test is proposed to be taken.
- (2) Also, a person is eligible to take a core skills test if the authority declares the person to be eligible under section 27 or 28.

26 Application for declaration of eligibility

- (1) A person may apply to the authority to be declared to be eligible to take a core skills test in the year in which the application is made.
- (2) The application must be made before 21 May of the year in which the application is made.
- (3) However, the authority may, at any time, extend the time for making the application.
- (4) The application must—
 - (a) be in the approved form; and
 - (b) be accompanied by—
 - (i) if the application is made on or before the closing day—the application fee; or

- (ii) if the application is made after the closing day—the late application fee.

27 Decision about application for declaration of eligibility—application made on or before closing day

- (1) This section applies if the application is made on or before the closing day.
- (2) The authority must consider the application and either grant, or refuse to grant, the application.
- (3) The authority may grant the application only if it is satisfied the applicant—
 - (a) finished the year 12 year of schooling before the year in which the application is made; or
 - (b) will be at least 18 years at the end of the year in which the application is made.
- (4) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (5) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (6) If the authority fails to decide the application within 21 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

28 Decision about application for declaration of eligibility—application made after closing day

- (1) This section applies if the application is made after the closing day.
- (2) The authority must consider the application and either grant, or refuse to grant, the application.
- (3) The authority may grant the application only if it is satisfied—

- (a) the applicant—
 - (i) finished the year 12 year of schooling before the year in which the application is made; or
 - (ii) will be at least 18 years at the end of the year in which the application is made; and
 - (b) the application was made after the closing day because of extenuating circumstances.
- (4) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
 - (5) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
 - (6) If the authority fails to decide the application within 21 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Subdivision 3 Places to take tests

29 Where test can be taken

- (1) The authority may decide the places at which a core skills test can be taken.
- (2) The places must be stated in a guideline.
- (3) An eligible person for a core skills test may only take the test at—
 - (a) a place decided under subsection (1); or
 - (b) if the authority has granted an application, under section 30, by the person to take the test at another place—the other place.

30 Application to take test at another place

- (1) An eligible person for a core skills test may apply to the authority to take the test at a place other than a place decided under section 29(1).
- (2) The application must be made before 21 May of the year in which the application is made.
- (3) However, the authority may, at any time, extend the time for making the application.
- (4) The application must be in the approved form.
- (5) The authority must consider the application and either grant, or refuse to grant, the application.
- (6) The authority may grant the application only if it is satisfied—
 - (a) there are extenuating circumstances for the applicant needing to take the test at the other place; and
Example of extenuating circumstances—

The applicant will be on an extended school excursion at the time the test is to be taken.
 - (b) adequate supervisory arrangements can be provided, at the other place, for the conduct of the test; and
 - (c) adequate arrangements can be made, at the other place, for safeguarding—
 - (i) the test papers before the test is taken; and
 - (ii) the test scripts.
- (7) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of—
 - (a) the decision; and
 - (b) the local expenses fee payable by the applicant.
- (8) The local expenses fee is the amount that—
 - (a) the authority considers to be reasonable; and
 - (b) is not more than the reasonable cost of providing for the test to be taken at the other place.

- (9) The applicant may only take the test at the other place if the local expenses fee has been paid to the authority before the day of the test.
- (10) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (11) If the authority fails to decide the application within 21 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Subdivision 4 Special arrangements for taking tests

31 Special consideration of person's disability or medical condition

- (1) This section applies if a person has a disability or medical condition the person believes is likely to adversely affect the person's capacity to perform in a core skills test.
- (2) The person may apply to the authority to allow the person to take the test under special arrangements that take account of the person's disability or medical condition.
- (3) The application must be in the approved form.
- (4) The application must be made before 21 May of the year in which the application is made.
- (5) However, the authority may, at any time, extend the time for making the application.
- (6) The authority must consider the application and either grant, or refuse to grant, the application.
- (7) The authority may grant the application only if it is satisfied of the need for the special arrangements.

- (8) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (9) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (10) If the authority fails to decide the application within 42 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Subdivision 5 Refusal of entry to, or expulsion from, place of test

32 Circumstances of refusal or expulsion

- (1) The circumstances in which an eligible person for a core skills test may, by an appointed official, be refused entry to a place at which the test can be taken must be stated in a guideline.
- (2) The circumstances in which an eligible person for a core skills test may be expelled by an appointed official from a place at which the test is being taken must be stated in a guideline.
- (3) In this section—

appointed official means an official appointed, under section 34, to ensure the proper conduct of the test.

33 Exemption from requirement to take core skills test

- (1) This section applies to an eligible person for a core skills test who—
 - (a) under section 32(1), has been refused entry to a place at which the test can be taken; or
 - (b) under section 32(2), has been expelled from a place at which the test is being taken.

- (2) The person may apply to the authority for an exemption from the requirement mentioned in section 52(c)¹¹ on the basis that the refusal or expulsion was unjustified in the circumstances.
- (3) The application must—
 - (a) be in the approved form; and
 - (b) state the grounds why the applicant believes the refusal or expulsion was unjustified in the circumstances.
- (4) The application must be made within 7 days after the refusal or expulsion.
- (5) The authority may, by notice given to the applicant, require the applicant to give the authority, within a reasonable time of at least 14 days stated in the notice, further information or a document the authority reasonably requires to consider the application.
- (6) The applicant is taken to have withdrawn the application if, within the stated time, the applicant does not comply with the requirement.
- (7) The authority must consider the application and either grant, or refuse to grant, the application.
- (8) The authority may grant the application only if it is satisfied the refusal or expulsion was unjustified in the circumstances.
- (9) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (10) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (11) If the authority fails to decide the application within 28 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

11 Section 52 (Eligibility for ranking for tertiary entrance)

Subdivision 6 Other matters

34 Appointment of officials for test

- (1) The authority may appoint appropriately qualified persons to ensure the proper conduct of a core skills test.
- (2) In this section—
appropriately qualified includes having the qualifications, experience or standing appropriate to the exercise of the power.

35 Grading for test

- (1) The authority must decide the grading of a person who took a core skills test.
- (2) This section is subject to section 36.

36 Refusal to grade test

- (1) The circumstances in which the authority may decide not to decide the grading of a person who took a core skills test must be stated in a guideline.
- (2) If the authority proposes to decide not to decide the grading of a person who took a core skills test (the *proposed decision*), the authority must first give the person a notice (a *show cause notice*) stating the following—
 - (a) the proposed decision;
 - (b) the grounds for the proposed decision;
 - (c) an outline of the facts and circumstances forming the basis for the grounds;
 - (d) an invitation to the person to show within a stated period (a *show cause period*) why the proposed decision should not be made.
- (3) The show cause period must be a period ending at least 14 days after the show cause notice is given to the person.

- (4) The person may make written representations about the proposed decision to the authority in the show cause period.
- (5) The authority must consider all written representations (the ***accepted representations***) made under subsection (4) before making the proposed decision.
- (6) If, after considering the accepted representations for the show cause notice, the authority no longer proposes to make the proposed decision, the authority must as soon as practicable—
 - (a) give the person notice of its decision; and
 - (b) decide the person’s grading in the test.
- (7) If, after considering the accepted representations for the show cause notice, the authority still proposes to make the proposed decision, the authority must as soon as practicable give the person an information notice about the decision.
- (8) Subsection (7) also applies if there are no accepted representations for the show cause notice.

Division 3 Assessments

37 Assessment—Act, s 11(2)

For section 11(2) of the Act, an assessment is the year 2 diagnostic net assessment.

Part 4 Certificates of achievement

Division 1 Senior certificates

38 Results in area of learning recordable on senior certificate

The authority may only record on a person’s senior certificate the results of the person in the study of an authority area of

learning, authority registered area of learning or recorded area of learning.

39 Approval of work programs for area of learning—Act, s 13(2)

For section 13(2) of the Act, a type of certificate of achievement is the senior certificate.

40 Principal to give assessment results to authority

- (1) The principal of an assessing school must give the authority the results of the assessment of persons, undertaking senior secondary education at the school, for authority areas of learning, authority registered areas of learning and recorded areas of learning.
- (2) The authority may, by notice, require the principal to give it the results at the time, and in the way, stated in the notice.
- (3) The principal must comply with the requirement.

41 Issue of senior certificate to person finishing senior secondary education

- (1) If section 43 does not apply, the authority must issue a senior certificate to a person who has finished senior secondary education at an assessing school.
- (2) If section 43 applies, the authority must issue a senior certificate, for a person's enrolled area of learning, to the person if—
 - (a) the person has finished senior secondary education at an assessing school; and
 - (b) the authority decides, under the section, the person has substantially covered the area of learning and been adequately assessed on the area of learning.
- (3) The person's senior certificate must be based on the following assessments given to the authority under section 40—
 - (a) for an authority area of learning or authority registered area of learning—assessments of the person by the

- school at which the person finished the year 12 year of schooling;
- (b) for a recorded area of learning—assessments of the person by the school through which the person undertook schooling or the educational institution responsible for assessment of the area of learning.
- (4) The person's senior certificate must state, for each authority area of learning or authority registered area of learning studied by the person—
- (a) the name of the area of learning; and
 - (b) the number of semester units for which the area of learning was studied by the person in the years 11 and 12 years of schooling; and
 - (c) if the area of learning has vocational education components—the components; and
 - (d) the level of achievement by the person in the area of learning.
- (5) Also, the person's senior certificate must state for each recorded area of learning studied by the person—
- (a) the name of the area of learning; and
 - (b) the information, about the assessment of the person for the area of learning, the authority decides.

42 Notice about sufficiency of coverage and assessment

- (1) This section applies if the principal of an assessing school attended by a person believes the person has not substantially covered an enrolled area of learning of the person and been adequately assessed on the area of learning.
- (2) The principal must give the authority and person notice of the principal's belief on or before the first Friday after the finishing day for the person's final year of schooling.

43 Decisions about sufficiency of coverage and assessment

- (1) This section applies if the principal of an assessing school attended by a person gives the authority a notice, under section 42, in relation to an enrolled area of learning of the person.
- (2) The authority must decide whether or not the person has substantially covered the area of learning and been adequately assessed on the area of learning.
- (3) If the authority proposes to decide that the person has not substantially covered the area of learning and been adequately assessed on the area of learning (the *proposed decision*), the authority must first give the person a notice (a *show cause notice*) stating the following—
 - (a) the proposed decision;
 - (b) the grounds for the proposed decision;
 - (c) an outline of the facts and circumstances forming the basis for the grounds;
 - (d) an invitation to the person to show within a stated period (a *show cause period*) why the proposed decision should not be made.
- (4) The show cause notice must be given to the person within 7 days after the notice mentioned in subsection (1) is given to the authority.
- (5) The show cause period must be a period ending at least 14 days after the show cause notice is given to the person.
- (6) The person may make written representations about the proposed decision to the authority in the show cause period.
- (7) The authority must consider all written representations (the *accepted representations*) made under subsection (6) before making a decision under subsection (2).
- (8) If, after considering the accepted representations for the show cause notice, the authority no longer proposes to decide that the person has not substantially covered the area of learning and been adequately assessed on the area of learning, the authority must as soon as practicable give the person notice of its decision.

- (9) If, after considering the accepted representations for the show cause notice, the authority still proposes to decide that the person has not substantially covered the area of learning and been adequately assessed on the area of learning, the authority must as soon as practicable give the person an information notice about the decision.
- (10) Subsection (9) also applies if there are no accepted representations for the show cause notice.

44 Issue of senior certificate to person taking external senior examination

- (1) The authority must issue a senior certificate to a person who has taken an external senior examination for an area of learning.
- (2) The certificate must state the person's level of achievement for the area of learning.

45 Verification of information in senior certificate

- (1) A person who receives the person's senior certificate from the authority may apply to the authority for verification of information in the certificate.
- (2) The application must—
 - (a) be in the approved form; and
 - (b) be made—
 - (i) before the first Tuesday 7 weeks after the finishing day for the applicant's final year of schooling; or
 - (ii) if the Monday immediately before the day mentioned in subparagraph (i) is a public holiday—before the first Wednesday 7 weeks after the finishing day for the applicant's final year of schooling; or
 - (iii) if the day mentioned in subparagraph (i) is less than 20 days after the applicant is given the applicant's senior certificate—within 20 days after the applicant is given the certificate; and

- (c) be accompanied by the verification fee.
- (3) The authority may, by notice given to the applicant, require the applicant to give the authority, within a reasonable time of at least 7 days stated in the notice, further information or a document the authority reasonably requires to consider the application.
- (4) The applicant is taken to have withdrawn the application if, within the stated time, the applicant does not comply with the requirement.
- (5) After making appropriate inquiries about the information in the applicant's senior certificate to be verified, the authority must decide whether the information is correct or incorrect.
- (6) The authority must consider the application and, as soon as practicable, give the applicant notice of its decision on the application.
- (7) If the authority decides the information is correct, the notice must also state the reasons for the decision.
- (8) If the authority decides the information is incorrect, the authority must—
 - (a) issue a replacement senior certificate, containing the corrected information, to the applicant; and
 - (b) refund the verification fee to the applicant.

Division 2 Certificates of post-compulsory school education

46 Issue of certificate of post-compulsory school education

- (1) The authority must issue a certificate of post-compulsory school education for an area of learning to a person if—
 - (a) the person has completed at least 24 semesters of schooling; and
 - (b) the person is not eligible to be issued with a senior certificate under the Act; and

- (c) the principal of the school at which the person attended the person's final year of schooling has given the authority details of the person's achievement in the study of an area of learning as part of the person's post-compulsory period of schooling.
- (2) In this section—
- post-compulsory period of schooling*, of a person, means the person's period of schooling after the person turned 15 years.

47 Verification of information in certificate of post-compulsory school education

- (1) A person who receives the person's certificate of post-compulsory school education from the authority may apply to the authority for verification of information in the certificate.
- (2) The application must—
- (a) be in the approved form; and
 - (b) be made within 21 days after the applicant is given the certificate; and
 - (c) be accompanied by the verification fee.
- (3) The authority may, by notice given to the applicant, require the applicant to give the authority, within a reasonable time of at least 7 days stated in the notice, further information or a document the authority reasonably requires to consider the application.
- (4) The applicant is taken to have withdrawn the application if, within the stated time, the applicant does not comply with the requirement.
- (5) After making appropriate inquiries about the information in the applicant's certificate of post-compulsory school education to be verified, the authority must decide whether the information is correct or incorrect.
- (6) The authority must consider the application and, as soon as practicable, give the applicant notice of its decision on the application.

- (7) If the authority decides the information is correct, the notice must also state the reasons for the decision.
- (8) If the authority decides the information is incorrect, the authority must—
 - (a) issue a replacement certificate of post-compulsory school education, containing the corrected information, to the applicant; and
 - (b) refund the verification fee to the applicant.

Part 5 Non-authority areas of learning

48 **Application for recognition of non-authority area of learning as recordable non-authority area of learning**

- (1) The governing body of an educational institution may apply to the authority for the authority's recognition of a non-authority area of learning (the *nominated area of learning*), in which education is offered or to be offered by the institution, as a recordable non-authority area of learning.
- (2) The application must state the first year (the *nominated year*) in which the applicant is asking for the nominated area of learning to be recognised as a recordable non-authority area of learning.
- (3) The application must be made at least 9 months before the nominated year.
- (4) However, the authority may, at any time, extend the time for making the application.
- (5) The application must be in the approved form.
- (6) The authority must consider the application and either grant, or refuse to grant, the application.
- (7) The authority may grant the application only if it is satisfied—
 - (a) about the educational institution's capacity to provide education in the nominated area of learning; and

- (b) the syllabus for the nominated area of learning is appropriate to the level of schooling the subject of the application.
- (8) A recognition of a nominated area of learning as a recordable non-authority area of learning takes effect from the start of the nominated year.

49 Capacity of educational institution to provide education in the nominated area of learning

In deciding whether the educational institution is capable of providing education in the nominated area of learning, the authority may have regard to each of the following—

- (a) whether the educational institution has access to adequate financial resources for its viable operation;
- (b) whether the educational institution has a sufficient number, and appropriate types, of staff necessary for the provision of the education;
- (c) whether the educational institution has the educational facilities and materials necessary for the provision of the education;
- (d) if the educational institution is already providing education in the nominated area of learning—its history of providing the education;
- (e) any other issue relevant to the educational institution's capacity to provide education in the nominated area of learning.

50 Publication of list of recordable areas of learning and educational institutions

The authority must, in a guideline, keep an up-to-date list stating—

- (a) each recordable non-authority area of learning; and
- (b) the educational institution that the authority is satisfied, under section 48(7)(a), is capable of providing education in the area of learning.

51 Steps to be taken after application decided

- (1) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (2) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (3) If the authority fails to decide the application within 28 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and
 - (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

Part 6 Tertiary entrance

52 Eligibility for ranking for tertiary entrance

A person who is an Australian citizen or permanent resident is eligible to receive a ranking by the authority as a basis for tertiary entrance if—

- (a) the person has completed, or is taken under a guideline to have completed, 20 semester units in the study of authority areas of learning, including 4 semester units in each of 3 particular authority areas of learning; and
- (b) the person has finished senior secondary education at an assessing school; and
- (c) subject to sections 33 and 53—
 - (i) the person has taken the core skills test made available by the authority in the year the person finished senior secondary education; and
 - (ii) the person's grading in the test has been decided by the authority.

53 Exemption from requirement to take core skills test

- (1) A person may apply to the authority for an exemption from the requirement mentioned in section 52(c).
- (2) The application must be made before, or within 7 days after, the day of the core skills test the subject of the application.
- (3) However, the authority may, at any time, extend the time for making the application.
- (4) The application must—
 - (a) be in the approved form; and
 - (b) state the grounds why the applicant believes the exemption should be given.
- (5) The authority may, by notice given to the applicant, require the applicant to give the authority, within a reasonable time of at least 14 days stated in the notice, further information or a document the authority reasonably requires to consider the application.
- (6) The applicant is taken to have withdrawn the application if, within the stated time, the applicant does not comply with the requirement.
- (7) The authority must consider the application and either grant, or refuse to grant, the application.
- (8) The authority may grant the application only if it is satisfied the grounds stated in the application are reasonable grounds for giving the exemption.
- (9) If the authority decides to grant the application, it must as soon as practicable give the applicant notice of the decision.
- (10) If the authority decides to refuse to grant the application, it must as soon as practicable give the applicant an information notice about the decision.
- (11) If the authority fails to decide the application within 28 days after the application was made—
 - (a) the failure is taken to be a decision of the authority to refuse to grant the application; and

- (b) the authority must, as soon as practicable, give the applicant an information notice about the decision.

54 Issue of tertiary entrance statement

- (1) The authority must issue a tertiary entrance statement to a person who is eligible to receive, under section 52, a ranking as a basis for tertiary entrance.
- (2) The statement must state the person's ranking.

55 List measuring comparative achievement

- (1) The authority must prepare a list of information about persons who have finished senior secondary education in a year, ranking the comparative achievement of the persons in the study of authority areas of learning.
- (2) The information to be included in the list must be stated in a guideline.
- (3) The authority may make the list available to an appropriate entity—
 - (a) on the conditions the authority decides; and
 - (b) on payment of a reasonable fee.

56 Review of information in tertiary entrance statement

- (1) A person who receives the person's tertiary entrance statement from the authority may apply to the authority for the review of information in the statement.
- (2) The application must—
 - (a) be in the approved form; and
 - (b) be made—
 - (i) before the first Tuesday 7 weeks after the finishing day for the applicant's final year of schooling; or
 - (ii) if the Monday immediately before the day mentioned in subparagraph (i) is a public holiday—before the first Wednesday 7 weeks after

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- the finishing day for the applicant's final year of schooling; or
- (iii) if the day mentioned in subparagraph (i) is less than 20 days after the applicant is given the applicant's tertiary entrance statement—within 20 days after the applicant is given the statement; and
- (c) be accompanied by the review fee.
- (4) The authority may, by notice given to the applicant, require the applicant to give the authority, within a reasonable time of at least 7 days stated in the notice, further information or a document the authority reasonably requires to consider the application.
- (5) The applicant is taken to have withdrawn the application if, within the stated time, the applicant does not comply with the requirement.
- (6) After making appropriate inquiries about the information in the applicant's tertiary entrance statement to be reviewed, the authority must decide whether the information is fair or unfair.
- (7) The authority must consider the application and, as soon as practicable, give the applicant notice of the decision.
- (8) If the authority decides the information is fair, the notice must also state the reasons for the decision.
- (9) If the authority decides the information is unfair, the authority must—
- (a) issue a replacement tertiary entrance statement, containing the corrected information, to the applicant; and
- (b) refund the review fee to the applicant; and
- (c) if the information the subject of the application was made available to an appropriate entity under section 55—notify the appropriate entity of the corrected information.

Part 7 Copies of certificates

57 Issue of copy of certificate

- (1) The authority must issue a copy of a certificate to a person if—
 - (a) the certificate relates to the person; and
 - (b) the authority has received a written request for a copy of the certificate from the person; and
 - (c) the request is accompanied by the fee for the copy.
- (2) The copy must be issued within 7 days after the request is made.
- (3) In this section—

certificate means—

- (a) a certificate, about the completion of the person's studies, under the *Education Act 1964* or the *Education (Senior Secondary School Studies) Act 1988*, or a certificate of achievement, issued to the person; or
- (b) a tertiary entrance statement issued to the person under the *Education (Tertiary Entrance Procedures Authority) Act 1990* or the Act; or
- (c) a core skills test statement of achievement issued to the person under the *Education (Senior Secondary School Studies) Act 1988* or the Act.

core skills test statement of achievement means a document—

- (a) certifying that a person has taken a core skills test; and
- (b) stating the person's grade for the test.

Part 9 Reviews and appeals

Division 1 Review of decisions

59 Appeal process starts with internal review

- (1) A person who is given, or is entitled to be given, an information notice for a decision (the *original decision*) and who is dissatisfied with the decision may appeal against the decision under this part.
- (2) The appeal must be, in the first instance, by way of an application for internal review under section 60.

60 Applying for review

- (1) The application must be made within 7 days after—
 - (a) if the person is given an information notice about the decision—the day the person is given the information notice; or
 - (b) if paragraph (a) does not apply—the day the person otherwise becomes aware of the decision.
- (2) The authority may, at any time, extend the time for applying for the review.
- (3) The application for review must be in writing and state fully the grounds of the application.

61 Internal review officer

- (1) The application must initially be dealt with by a person appointed by the authority to conduct the review (the *internal review officer*).
- (2) If practicable, the internal review officer must not—
 - (a) have assisted the authority in making the decision; or
 - (b) be a person in a less senior office than any person who assisted the authority in making the decision.

- (3) Subsection (2) applies despite the *Acts Interpretation Act 1954*, section 27A.¹²
- (4) The internal review officer must conduct the review on—
 - (a) the material before the authority that led to the original decision; and
 - (b) the reasons for the original decision; and
 - (c) any other relevant material the internal review officer allows.
- (5) For the review, the internal review officer must give the applicant a reasonable opportunity to make oral or written representations to the internal review officer.
- (6) In conducting the review, the internal review officer must have regard to the time allowed for the authority to make a decision on the application.
- (7) After reviewing the original decision, the internal review officer must make recommendations to the authority about the matter.
- (8) The authority is not required to follow the internal review officer's recommendations under subsection (7).

62 Review decision

- (1) The authority must make a further decision (the ***review decision***) to—
 - (a) confirm the original decision; or
 - (b) amend the original decision; or
 - (c) substitute another decision for the original decision.
- (2) If the review decision confirms the original decision, for the purpose of an appeal, the original decision is taken to be the review decision.
- (3) If the review decision amends the original decision, for the purpose of an appeal, the original decision as amended is taken to be the review decision.

¹² *Acts Interpretation Act 1954*, section 27A (Delegation of powers)

- (4) If the review decision substitutes another decision for the original decision, for the purpose of an appeal, the substituted decision is taken to be the review decision.

63 Notice of review decision

- (1) The authority must, as soon as practicable, give the applicant notice (the *review notice*) of the review decision.
- (2) If the review decision is not the decision sought by the applicant, the review notice must also state the following—
 - (a) the reasons for the decision;
 - (b) that the applicant may, within 28 days after the review notice is given, appeal against the decision to a Magistrates Court;
 - (c) how to appeal.
- (3) If the authority does not give the review notice within 14 days after the application is made, the authority is taken to have made a review decision confirming the original decision.

Division 2 Appeals

64 Who may appeal

A person who has applied for the review of an original decision under division 1 and is dissatisfied with the review decision may appeal to a Magistrates Court against the review decision.

65 Starting appeal

- (1) An appeal is started by—
 - (a) filing a notice of appeal with the clerk of a Magistrates Court; and
 - (b) serving a copy of the notice on the authority; and
 - (c) complying with rules of court applicable to the appeal.
- (2) The notice of appeal must be filed within 28 days after—

- (a) if the person is given a review notice for the review decision—the day the person is given the notice; or
 - (b) if paragraph (a) does not apply—the day the person otherwise becomes aware of the review decision.
- (3) However, the court may, at any time, extend the time for filing the notice of appeal.
- (4) The notice of appeal must state fully the grounds of appeal.

66 Hearing procedures

- (1) In deciding an appeal, the Magistrates Court—
- (a) has the same powers as the authority in making the review decision; and
 - (b) is not bound by the rules of evidence; and
 - (c) must comply with natural justice.
- (2) An appeal is by way of rehearing, unaffected by the review decision.

67 Court's powers on appeal

- (1) In deciding an appeal, the Magistrates Court may—
- (a) confirm the review decision; or
 - (b) amend the review decision; or
 - (c) set aside the review decision and substitute another decision; or
 - (d) set aside the review decision and return the matter to the authority with directions the court considers appropriate.
- (2) The decision as varied or substituted may be any decision that the authority may make.
- (3) If the court amends the review decision or substitutes another decision for the review decision, the amended or substituted decision is for this regulation, other than this part, taken to be the authority's decision.

68 Appeal to District Court on questions of law only

A party to an appeal dissatisfied by the decision of the Magistrates Court may appeal to the District Court, but only on a question of law.

Part 10 Fees

69 Fees in sch 1

The fees payable under this regulation are stated in schedule 1.

70 Service fee payable by person who is not an Australian citizen or permanent resident

- (1) This section applies to a person who is—
 - (a) undertaking senior secondary education at an assessing school; and
 - (b) not an Australian citizen or permanent resident.
- (2) The person must pay the authority a service fee in consideration of the authority performing its functions, under section 8, 11(1) or 13¹³ of the Act, in relation to the person.
- (3) The authority must give the person a notice requiring payment of the fee within a stated period of not less than 30 days after the notice is given.
- (4) The authority may waive payment of the fee—
 - (a) for a person undertaking senior secondary education at a State school—if the cost of the person's education at the school is being defrayed by the State; or
 - (b) for a person undertaking senior secondary education at a non-State school—if the cost of the person's education

¹³ Section 8 (Development functions), 11 (Assessment functions) or 13 (Certification functions) of the Act

would be defrayed by the State if the person were undertaking the education at a State school.

70A Refund of application fee for accreditation or renewal of accreditation

- (1) This section applies if—
 - (a) a person withdraws an application for accreditation, or renewal of accreditation, of a 1–12 syllabus or preschool guideline; or
 - (b) the authority rejects an application for accreditation, or renewal of accreditation, of a 1–12 syllabus or preschool guideline.
- (2) However, the section only applies if the authority has not started evaluation of the syllabus or guideline.
- (3) The authority must refund to the person the application fee less the administrative component of the fee.
- (4) In this section—

administrative component means \$1000.

71 Refund of application fee, or late application fee, for external senior examination in case of illness

- (1) A person who was granted an application, under section 9,¹⁴ to take an external senior examination for an area of learning and failed to take the examination because of illness may apply to the authority for a refund of the application fee, or late application fee, for the application.
- (2) The application for a refund must—
 - (a) be in the approved form; and
 - (b) be made within 1 month after the day of the examination.
- (3) The authority must consider the application and either grant, or refuse to grant, the application.

14 Section 9 (Application)

- (4) The authority may grant the application only if it is reasonably satisfied the applicant failed to take the examination because of the illness.
- (5) If the authority grants the application, it must refund to the applicant the following—
 - (a) the application fee, or late application fee, less the administration fee;
 - (b) any local expenses fee paid in relation to the examination, less the administration fee;
 - (c) any special arrangements fee paid in relation to the examination, less the administration fee.

72 Refund of fees in case of cancellation of application to take external senior examination

- (1) This section applies to a person whose application, under section 9, to take an external senior examination for an area of learning was granted and who cancels the application within 1 month after the closing day for the application.
- (2) The authority must refund to the person the following—
 - (a) the application fee, or late application fee, for the application, less the administration fee;
 - (b) any local expenses fee paid in relation to the examination, less the administration fee;
 - (c) any special arrangements fee paid in relation to the examination, less the administration fee.

73 Refund of local expenses fee or special arrangements fee for external senior examination or core skills test

- (1) Subsection (2) applies if—
 - (a) a person has paid the local expenses fee in relation to the taking of an external senior examination for an area of learning or core skills test; and
 - (b) at least 1 month before the day of the examination or test, the person notifies the authority that the person no

longer wishes to take the examination or test at another place.

- (2) The authority must refund to the person the local expenses fee, less the administration fee.
- (3) Subsection (4) applies if—
 - (a) a person has paid a special arrangements fee in relation to the taking of an external senior examination for an area of learning; and
 - (b) at least 1 month before the day of the examination, the person notifies the authority that the person no longer requires special arrangements for taking the examination.
- (4) The authority must refund to the person the special arrangements fee, less the administration fee.

74 Refund of script inspection fee

- (1) This section applies if a person who has made a request, under section 21,¹⁵ to inspect the person's graded examination script cancels the request.
- (2) The authority must refund to the person the script inspection fee, less the administration fee.

75 Copy of approved syllabus and certain other documents

- (1) The authority must, on payment of the appropriate fee, give a person a copy of an approved syllabus, approved preschool guideline, guideline or a part of the accreditation register requested by the person.
- (2) In this section—

appropriate fee means a fee, decided by the authority, that is not more than the reasonable cost to the authority of providing a copy of the syllabus, preschool guideline, guideline or the part of the accreditation register to the person.

¹⁵ Section 21 (Inspection of graded examination script)

Part 11 Guidelines

76 Notification, and giving school principals copy, of guideline

- (1) The authority must, as soon as practicable after making a guideline—
 - (a) notify the making of the guideline on the authority's website; and
 - (b) give a copy of the guideline to the principal of each school.
- (2) In this section—

making, a guideline, includes amending a guideline.

77 Testing functions

The authority may make guidelines relevant to the performance of its functions under section 10 of the Act.

78 Assessment functions

The authority may make guidelines relevant to the performance of its functions under section 11 of the Act.

79 Certification functions

The authority may make guidelines relevant to the performance of its functions under section 13 of the Act.

80 Tertiary entrance functions

The authority may make guidelines relevant to the performance of its functions under section 15 of the Act.

81 Other functions

The authority may make guidelines relevant to the performance of its functions under section 17 of the Act.

Part 12 Transitional provisions

Division 1 Transitional provisions for Education (Queensland Studies Authority) Regulation 2002

Subdivision 1 Preliminary

82 Definitions for div 1

In this division—

commencement means the commencement of this section.

repealed by-law means the *Education (Senior Secondary School Studies) By-law 1999*.

Subdivision 2 Tests

83 Test

- (1) A test developed under the *Education (School Curriculum P-10) Regulation 1997*, section 11(a) for administering in 2002 is taken to be a test, developed by the authority under section 23(a),¹⁶ for administering in 2002.
- (2) A test developed under the *Education (School Curriculum P-10) Regulation 1997*, section 11(b) for administering in 2002 is taken to be a test, developed by the authority under section 23(b), for administering in 2002.
- (3) A test developed under the *Education (School Curriculum P-10) Regulation 1997*, section 11(c) for administering in 2002 is taken to be a test, developed by the authority under section 23(c), for administering in 2002.

¹⁶ Section 23 (Development of literacy and numeracy tests—Act, s 19(1))

Subdivision 3 External senior examinations

84 External senior examination

- (1) An external senior examination for an area of learning made available to be taken in 2002 under section 3 of the repealed by-law is taken to be made available to be taken in 2002 under section 4.
- (2) Despite section 5, a person who was eligible, immediately before the commencement, to take an external senior examination for an area of learning in 2002 under section 4 or 5 of the repealed by-law is taken to be an eligible person for an external senior examination for the area of learning in 2002.
- (3) Despite section 7, a person who, immediately before the commencement, was entitled to take external senior examinations for a number of areas of learning under section 6 or 7 of the repealed by-law in 2002 is entitled to take external senior examinations for the same number of areas of learning in 2002.
- (4) The places, decided under section 11(1) of the repealed by-law, at which an external senior examination for an area of learning may be taken in 2002 are taken to be the places decided under section 12(1) for 2002.

85 Outstanding application to take examination

- (1) An application made under section 8(1) of the repealed by-law, and not decided before the commencement, must be decided under this regulation.
- (2) The application is taken to be an application made under section 9.
- (3) However, the provisions of this regulation dealing with making the application in the approved form and paying the application fee or late application fee, that would otherwise apply, do not apply to the application.

- (4) Sections 10(6) and 11(6) apply to the application as if a reference to 14 days after the application was made were a reference to 1 month after the commencement.

86 Approval to take examination

If, immediately before the commencement, a person held an approval given under section 9 of the repealed by-law to take an external senior examination for an area of learning in 2002, the approval is taken to have been given under part 2, division 4.

87 Outstanding application to take examination at another place

- (1) An application made under section 8(2)(a) of the repealed by-law, and not decided before the commencement, must be decided under this regulation.
- (2) The application is taken to be an application made under section 13.
- (3) However, the provision of this regulation dealing with making the application in the approved form, that would otherwise apply, does not apply to the application.
- (4) Section 13(11) applies to the application as if a reference to 14 days after the application was made were a reference to 1 month after the commencement.

88 Approval to take examination at another place

If, immediately before the commencement, a person held an approval given under section 9 of the repealed by-law to take an external senior examination for an area of learning in 2002 at a place other than a place decided under section 11(1) of the repealed by-law, the approval is taken to have been given under section 13.

89 Outstanding application for special arrangements to be made for taking of examination

- (1) An application made under section 8(2)(b) of the repealed by-law, and not decided before the commencement, must be decided under this regulation.
- (2) The application is taken to be an application made under section 14.
- (3) However, the provision of this regulation dealing with making the application in the approved form, that would otherwise apply, does not apply to the application.
- (4) Section 14(12) applies to the application as if a reference to 14 days after the application was made were a reference to 1 month after the commencement.

90 Approval for special arrangements to be made for taking of examination

If, immediately before the commencement, a person held an approval given under section 9 of the repealed by-law for special arrangements to be made for the taking of an external senior examination for an area of learning in 2002, the approval is taken to have been given under section 14.

91 Outstanding application to take examinations for more than 3 areas of learning

- (1) An application made under section 7(2) of the repealed by-law, and not decided before the commencement, must be decided under this regulation.
- (2) The application is taken to be an application made under section 8.
- (3) However, the provision of this regulation dealing with making the application in the approved form, that would otherwise apply, does not apply to the application.
- (4) Section 8(8) applies to the application as if a reference to 14 days after the application was made were a reference to 1 month after the commencement.

Subdivision 4 Core skills test

92 Outstanding application to take test

- (1) An application made under section 19 of the repealed by-law, and not decided before the commencement, must be decided under this regulation.
- (2) The application is taken to be an application made under section 26.
- (3) However, the provisions of this regulation dealing with making the application in the approved form and paying the application fee or late application fee, that would otherwise apply, do not apply to the application.
- (4) Sections 27(6) and 28(6) apply to the application as if a reference to 21 days after the application was made were a reference to 1 month after the commencement.

93 Approval to take test

If, immediately before the commencement, a person held an approval given under section 20 of the repealed by-law to take a core skills test in 2002, the approval is taken to have been given under this regulation.

Subdivision 5 Subjects under repealed Act

94 Subjects

- (1) An area of learning that, immediately before the commencement, was a board subject under the *Education (Senior Secondary School Studies) Act 1988* is taken to be a category A area of learning.
- (2) An area of learning that, immediately before the commencement, was a board registered subject under the *Education (Senior Secondary School Studies) Act 1988* is taken to be a category B area of learning.

- (3) An area of learning that, immediately before the commencement, was a recorded subject under the *Education (Senior Secondary School Studies) Act 1988* is taken to be a recordable non-authority area of learning.

Subdivision 6 Outstanding appeals

95 Appeals

- (1) Subsection (2) applies if—
- (a) a person has appealed to a Magistrates Court under the repealed section 45 before the commencement against a decision of the board; and
 - (b) the appeal has not been decided before the commencement.
- (2) The Magistrates Court may hear, or continue to hear, and decide the appeal under the repealed by-law as if the Act had not commenced.
- (3) Subsection (4) applies if—
- (a) immediately before the commencement, a person could have appealed to a Magistrates Court under the repealed section 45 against a decision of the board; and
 - (b) the person has not appealed before the commencement.
- (4) The person may appeal, and the Magistrates Court may hear and decide the appeal, under the repealed by-law as if the Act had not commenced.
- (5) For giving effect to its decision under subsection (2) or (4), the Magistrates Court may make the orders it considers necessary having regard to the provisions of the Act.
- (6) In this section—

board means the Board of Senior Secondary School Studies under the *Education (Senior Secondary School Studies) Act 1988*.

repealed section 45 means section 45 of the repealed by-law.

Subdivision 7 References in senior certificates for 2002

96 Reference to board subject, board registered subject, recorded subject or vocational education program

For a senior certificate issued by the authority to a person for 2002—

- (a) any reference in the certificate to a board subject is taken to be a reference to a category A area of learning; and
- (b) any reference in the certificate to a board registered subject is taken to be a reference to a category B area of learning; and
- (c) any reference in the certificate to a recorded subject or vocational education program is taken to be a reference to a category C area of learning.

Division 2 Transitional provisions for Education (Queensland Studies Authority) Amendment Regulation (No. 1) 2002

Subdivision 1 Areas of learning

97 Changed descriptions of areas of learning

- (1) An area of learning that, immediately before the commencement of this section, was a category A area of learning is taken to be an authority area of learning.
- (2) An area of learning that, immediately before the commencement of this section, was a category B area of learning is taken to be an authority registered area of learning.
- (3) An area of learning that, immediately before the commencement of this section, was a category C area of learning is taken to be a recorded area of learning.

Subdivision 2 Continued syllabuses

98 Application of sdiv 2

- (1) This subdivision applies to a syllabus for a subject that is taken, under section 87(5)¹⁷ of the Act, to be an accredited syllabus for the subject (a *continued syllabus*).
- (2) However, the subdivision does not apply to a continued syllabus—
 - (a) if no application for renewal of accreditation of the syllabus is made by 28 February in the year the accreditation expires (the *renewal day*)—after the accreditation expires; or
 - (b) if application for renewal of accreditation of the syllabus is made by the renewal day—after the authority has decided the application.

99 Expiry of accreditation of a continued syllabus

- (1) The authority must, as soon as practicable after commencement of this section, decide the expiry day for accreditation of each continued syllabus.
- (2) In deciding the expiry day for accreditation of a continued syllabus the authority must have regard to—
 - (a) the nature of the area of learning and the standards of learning and assessment provided for in the syllabus; and
 - (b) the period in which the authority considers the syllabus will continue to be appropriate and current for the area of learning, taking into account advancement in the area of learning.
- (3) The authority must as soon as practicable give an information notice about the expiry day to—
 - (a) the registered nominee for the syllabus; or

17 Section 87 (Preschool guidelines and syllabuses) of the Act

- (b) if there is not a registered nominee—the owner of the syllabus or a person authorised by the owner to receive the notice.
- (4) In this section—
expiry day means 31 December in a year from 2004 to 2008.

100 Application for renewal of accreditation of a continued syllabus

- (1) This section applies to an application for renewal of a continued syllabus if there is no registered nominee for the syllabus.
- (2) For the application, section 3S¹⁸ applies as if a reference to the registered nominee for the syllabus were a reference to the owner of the syllabus or a person authorised to act for the owner.

101 Application for approval of a change to a continued syllabus

- (1) This section applies to an application for approval of a change to a continued syllabus if there is no registered nominee for the syllabus.
- (2) For the application, section 3ZG¹⁹ applies as if a reference to the registered nominee for the syllabus were a reference to the owner of the syllabus or a person authorised to act for the owner.

102 Continued syllabus may not be cancelled

Division 8²⁰ does not apply to a continued syllabus.

18 Section 3S (Renewal notice for accreditation)

19 Section 3ZG (Application for approval to change a syllabus or guideline)

20 Part 1A, division 8 (Cancellation of accreditation)

Schedule 1 Fees

section 69

		\$
1	Application fee for application to take an external senior examination for an area of learning—for each area of learning	41.00
2	Late application fee for application to take an external senior examination for an area of learning—for each area of learning	45.00
3	Local expenses fee	available on application
4	Special arrangements fee	available on application
5	Revaluation fee—for each area of learning	17.00
6	Script inspection fee	11.00
7	Application fee for application for declaration of eligibility to take a core skills test	41.00
8	Late application fee for application for declaration of eligibility to take a core skills test	90.50
9	Fee for copy of certificate	20.50
10	Review fee	34.00
11	Verification fee	34.00
12	Application fee for decision on equivalence of level of education or qualification—	
	(a) for interstate school education or qualification	20.50
	(b) for overseas school education or qualification	36.00
13	Service fee for 1 year	283.50
14	Administration fee	11.00
15	Application fee for accreditation or renewal of accreditation of a 1–12 syllabus or preschool guideline	3 096.00

Schedule 2 Dictionary

section 3

accreditation period, for implementation of an accredited syllabus or preschool guideline, means a period—

- (a) of between 2 and 6 years, decided by the authority; and
- (b) that starts on 1 January first occurring after the day the authority decides to grant or renew accreditation of the syllabus or preschool guideline.

accreditation register see section 3ZR(1).

accredited, for a syllabus or preschool guideline, see section 3B.

agreed extended day—

- (a) for an application for accreditation of a syllabus or preschool guideline—see section 3O(3); or
- (b) for an application for renewal of accreditation of a syllabus or preschool guideline—see section 3ZB(2).

application day, for an application for renewal of accreditation of a syllabus or preschool guideline, see section 3U(1).

appropriate entity means an entity with a legitimate interest in information about comparative results of assessment of persons in the study of authority areas of learning.

approval, of the authority, means the written approval of the authority.

assessing school means a school—

- (a) that provides senior secondary education to persons enrolled at the school; and
- (b) that assesses the persons for any of the following—
 - (i) authority areas of learning;
 - (ii) authority registered areas of learning; and

Schedule 2 (continued)

- (c) whose principal has agreed to comply with the authority's requirements for the recording of the persons' results, in the study of the areas of learning, on senior certificates.

Australian citizen means an Australian citizen under the *Australian Citizenship Act 1948* (Cwlth), part 3.

authority area of learning means an area of learning—

- (a) for which—
- (i) there is an approved syllabus; and
 - (ii) a work program has been approved by the authority under the Act; and
- (b) in which a person's results are subject to the authority's procedures for moderation.

authority registered area of learning means an area of learning—

- (a) for which a work program has been approved by the authority under the Act; and
- (b) in which a person's results are not subject to the authority's procedures for moderation.

certificate of accreditation means a certificate stating the matters mentioned in section 3P(c)(i) to (iv).

closing day means—

- (a) for an application to take an external senior examination for an area of learning—the second Friday of July of the year in which the application is made; or
- (b) for an application to take a core skills test—the first Friday of April of the year in which the application is made or, if that day is a public holiday, the following Monday.

commencement, for part 12, see section 82.

continued syllabus see section 98(1).

Schedule 2 (continued)

December student vacation, in a year, means the student vacation, starting in December in the year, approved for State schools under the *Education (General Provisions) Regulation 2000*, section 73.

decision day—

- (a) for an application for accreditation of a syllabus or preschool guideline—see section 3O(1) and (2); or
- (b) for an application for renewal of accreditation of a syllabus or preschool guideline—see section 3ZB(1); or
- (c) for an application for approval of a change to a syllabus or preschool guideline—see section 3ZJ(3).

educational criteria, for evaluation of a syllabus or preschool guideline, see section 3C.

eligible person means—

- (a) for an external senior examination for an area of learning—a person eligible, under section 5, to take the examination for the area of learning; or
- (b) for a core skills test—a person eligible to take the test under section 25.

enrolled areas of learning, of a person, means the areas of learning for which the person is enrolled at an assessing school.

evaluation means—

- (a) for accreditation of a syllabus or preschool guideline—evaluation under section 3L; or
- (b) for renewal of accreditation of a syllabus or preschool guideline—an evaluation under section 3Y.

finishing, of senior secondary education, means attending school in the year 12 year of schooling up to and including the finishing day for the year.

finishing day, for a year, means—

Schedule 2 (continued)

- (a) if the first Monday of the December student vacation in the year is not more than 9 days before Christmas day—the Friday of the fifth last week before the vacation starts; or
- (b) otherwise—the Friday of the fourth last week before the vacation starts.

guideline—

- (a) for part 1A—see section 3A; or
- (b) otherwise—means a guideline made under section 78 of the Act.

information notice, for a decision made by the authority, is a notice stating each of the following—

- (a) the decision;
- (b) the reasons for the decision;
- (c) that the person to whom the notice is given may have the decision reviewed within 7 days;
- (d) the way the person may have the decision reviewed.

nominated area of learning see section 48(1).

original decision see section 59(1).

permanent resident means the holder of a permanent visa as defined by the *Migration Act 1958* (Cwlth), section 30(1).

procedural requirement means—

- (a) for an application for accreditation of a syllabus or preschool guideline—a requirement mentioned in section 3F; or
- (b) for an application for renewal of accreditation of a syllabus or preschool guideline—a requirement mentioned in section 3V; or
- (c) for an application for approval of a proposed change to a syllabus or preschool guideline—a requirement mentioned in section 3ZG(3) and (4).

Schedule 2 (continued)

recordable non-authority area of learning means a non-authority area of learning recognised, under section 48, as a recordable non-authority area of learning.

recorded area of learning means—

- (a) a recordable non-authority area of learning; or
- (b) a vocational education program.

registered nominee, for an accredited syllabus or preschool guideline, means the person entered, under section 3ZS, in the accreditation register as the nominee for the syllabus or preschool guideline.

repealed by-law, for part 12, see section 82.

review decision see section 62(1).

review notice see section 63(1).

senior secondary education means secondary education offered in the years 11 and 12 years of schooling.

show cause notice, for cancellation of accreditation of a syllabus or preschool guideline—see section 3ZN(1).

show cause period, for cancellation of accreditation of a syllabus or preschool guideline—see section 3ZN(2)(d).

social responsibility criteria, for evaluation of a syllabus or preschool guideline, see section 3D.

syllabus means a 1–12 syllabus.

year 2 diagnostic net assessment means the process for the assessment of the literacy and numeracy development of students in the years of schooling up to and including the year 3 year of schooling.

Endnotes

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2 Date to which amendments incorporated

This is the reprint date mentioned in the Reprints Act 1992, section 5(c). Accordingly, this reprint includes all amendments that commenced operation on or before 1 January 2005. Future amendments of the Education (Queensland Studies Authority) Regulation 2002 may be made in accordance with this reprint under the Reprints Act 1992, section 49.

3 Key

Key to abbreviations in list of legislation and annotations

Key	Explanation	Key	Explanation
AIA	= Acts Interpretation Act 1954	(prev)	= previously
amd	= amended	proc	= proclamation
amdt	= amendment	prov	= provision
ch	= chapter	pt	= part
def	= definition	pubd	= published
div	= division	R[X]	= Reprint No.[X]
exp	= expires/expired	RA	= Reprints Act 1992
gaz	= gazette	reloc	= relocated
hdg	= heading	renum	= renumbered
ins	= inserted	rep	= repealed
lap	= lapsed	(retro)	= retrospectively
notfd	= notified	rv	= revised edition
o in c	= order in council	s	= section
om	= omitted	sch	= schedule
orig	= original	sdiv	= subdivision
p	= page	SIA	= Statutory Instruments Act 1992
para	= paragraph	SIR	= Statutory Instruments Regulation 2002
prec	= preceding	SL	= subordinate legislation
pres	= present	sub	= substituted
prev	= previous	unnum	= unnumbered

4 Table of reprints

Reprints are issued for both future and past effective dates. For the most up-to-date table of reprints, see the reprint with the latest effective date.

If a reprint number includes a letter of the alphabet, the reprint was released in unauthorised, electronic form only.

Reprint No.	Amendments included	Effective	Notes
1	none	1 July 2002	
1A	2002 SL No. 343	13 December 2002	
1B	2002 SL No. 343	1 January 2003	
1C	2004 SL No. 270	1 January 2005	

5 List of legislation

Education (Queensland Studies Authority) Regulation 2002 SL No. 155

made by the Governor in Council on 27 June 2002

notfd gaz 28 June 2002 pp 876–83

ss 1–2 commenced on date of notification

remaining provisions commenced on 1 July 2002 (see s 2)

exp 1 September 2012 (see SIA s 54)

Note—The expiry date may have changed since this reprint was published. See the latest reprint of the SIR for any change.

amending legislation—

Education (Queensland Studies Authority) Amendment Regulation (No. 1) 2002 SL No. 343

notfd gaz 13 December 2002 pp 1266–9

ss 1–2 commenced on date of notification

ss 4, 8–20 commenced 1 January 2003 (see s 2)

remaining provisions commenced on date of notification

Note—A regulatory impact statement and explanatory note were prepared

Education (Queensland Studies Authority) Amendment Regulation (No. 1) 2004 SL No. 270

notfd gaz 10 December 2004 pp 1195–8

ss 1–2 commenced on date of notification

remaining provisions commenced 1 January 2005 (see s 2)

6 List of annotations

PART 1A—ACCREDITATION OF 1–12 SYLLABUSES AND PRESCHOOL GUIDELINES

pt 1A (ss 3A–3ZU) ins 2002 SL No. 343 s 4

PART 2—EXTERNAL SENIOR EXAMINATIONS**Application to take examination at another place**

s 13 amd 2002 SL No. 343 s 5

Inspection of graded examination script

s 21 amd 2002 SL No. 343 s 6

PART 3—TESTS AND ASSESSMENTS**Application to take test at another place**

s 30 amd 2002 SL No. 343 s 7

PART 4—CERTIFICATES OF ACHIEVEMENT**Results in area of learning recordable on senior certificate**

s 38 amd 2002 SL No. 343 s 8

Principal to give assessment results to authority

s 40 amd 2002 SL No. 343 s 9

Issue of senior certificate to person finishing senior secondary education

s 41 amd 2002 SL No. 343 s 10

PART 6—TERTIARY ENTRANCE**Eligibility for ranking for tertiary entrance**

s 52 amd 2002 SL No. 343 s 11

List measuring comparative achievement

s 55 amd 2002 SL No. 343 s 12

PART 10—FEES**Refund of application fee for accreditation or renewal of accreditation**

s 70A ins 2002 SL No. 343 s 13

Copy of approved syllabus and certain other documents

prov hdg amd 2002 SL No. 343 s 14(1)

s 75 amd 2002 SL No. 343 s 14(2)–(3)

PART 12—TRANSITIONAL PROVISIONS**Division 1—Transitional provisions for Education (Queensland Studies Authority)****Regulation 2002**

div hdg ins 2002 SL No. 343 s 16

Subdivision 1—Preliminary

sdiv hdg amd 2002 SL No. 343 s 15

Definitions for div 1

prov hdg amd 2002 SL No. 343 s 17(1)

s 82 amd 2002 SL No. 343 s 17(2)

Subdivision 2—Tests

sdiv hdg amd 2002 SL No. 343 s 15

Subdivision 3—External senior examinations

sdiv hdg amd 2002 SL No. 343 s 15

Subdivision 4—Core skills test

sdiv hdg amd 2002 SL No. 343 s 15

Subdivision 5—Subjects under repealed Act

sdiv hdg amd 2002 SL No. 343 s 15

Subdivision 6—Outstanding appeals

sdiv hdg amd 2002 SL No. 343 s 15

Subdivision 7—References in senior certificates for 2002

sdiv hdg amd 2002 SL No. 343 s 15

**Division 2—Transitional provisions for Education (Queensland Studies Authority)
Amendment Regulation (No. 1) 2002**

div hdg ins 2002 SL No. 343 s 18

Subdivision 1—Areas of learning

sdiv hdg ins 2002 SL No. 343 s 18

Changed descriptions of areas of learning

s 97 prev s 97 om R1 (see RA s 40)
pres s 97 ins 2002 SL No. 343 s 18

Subdivision 2—Continued syllabuses

sdiv hdg ins 2002 SL No. 343 s 18

Application of sdiv 2

s 98 prev s 98 om R1 (see RA s 40)
pres s 98 ins 2002 SL No. 343 s 18

Expiry of accreditation of a continued syllabus

s 99 prev s 99 om R1 (see RA s 40)
pres s 99 ins 2002 SL No. 343 s 18

Application for renewal of accreditation of a continued syllabus

s 100 prev s 100 om R1 (see RA s 40)
pres s 100 ins 2002 SL No. 343 s 18

Application for approval of a change to a continued syllabus

s 101 ins 2002 SL No. 343 s 18

Continued syllabus may not be cancelled

s 102 ins 2002 SL No. 343 s 18

PART 13—CONSEQUENTIAL AMENDMENTS

pt hdg om R1 (see RA s 7(1)(k))

SCHEDULE 1—FEES

amd 2002 SL No. 343 s 19
sub 2004 SL No. 270 s 4

SCHEDULE 2—DICTIONARY

def “**accreditation period**” ins 2002 SL No. 343 s 20(2)
def “**accreditation register**” ins 2002 SL No. 343 s 20(2)
def “**accredited**” ins 2002 SL No. 343 s 20(2)
def “**agreed extended day**” ins 2002 SL No. 343 s 20(2)
def “**application day**” ins 2002 SL No. 343 s 20(2)
def “**appropriate entity**” amd 2002 SL No. 343 s 20(3)

def “**assessing school**” amd 2002 SL No. 343 s 20(4)–(5)
def “**authority area of learning**” ins 2002 SL No. 343 s 20(2)
def “**authority registered area of learning**” ins 2002 SL No. 343 s 20(2)
def “**category A area of learning**” om 2002 SL No. 343 s 20(1)
def “**category B area of learning**” om 2002 SL No. 343 s 20(1)
def “**category C area of learning**” om 2002 SL No. 343 s 20(1)
def “**certificate of accreditation**” ins 2002 SL No. 343 s 20(2)
def “**continued syllabus**” ins 2002 SL No. 343 s 20(2)
def “**decision day**” ins 2002 SL No. 343 s 20(2)
def “**educational criteria**” ins 2002 SL No. 343 s 20(2)
def “**evaluation**” ins 2002 SL No. 343 s 20(2)
def “**guideline**” sub 2002 SL No. 343 s 20(1)–(2)
def “**procedural requirement**” ins 2002 SL No. 343 s 20(2)
def “**recorded area of learning**” ins 2002 SL No. 343 s 20(2)
def “**registered nominee**” ins 2002 SL No. 343 s 20(2)
def “**show cause notice**” ins 2002 SL No. 343 s 20(2)
def “**show cause period**” ins 2002 SL No. 343 s 20(2)
def “**social responsibility criteria**” ins 2002 SL No. 343 s 20(2)
def “**syllabus**” ins 2002 SL No. 343 s 20(2)