

OUTSTANDING ACHIEVEMENT IN VET AWARDS NOMINATION INFORMATION SHEET

Who can be nominated?

Schools can nominate a currently enrolled **Year 12 (or Year 13) student** who has demonstrated excellence in a vocational education and training (VET) course.

At the time of nomination, the student must be on track to achieve the Tasmanian Certificate of Education (TCE) or the Tasmanian Certificate of Educational Achievement (TCEA) by the end of 2024.

Each school may select **up to three nominees** for an award per industry (that is, the training package area). There is no limit on how many students can be nominated by each school, as long as the school does not exceed the maximum of three nominations per industry area.

What are the eligibility requirements for a nomination?

To be eligible for an award, the nominee is required to meet ALL criteria listed below:

- have achieved their TCE/TCEA by December of the current school year*
- be enrolled in a Tasmanian school/college
- demonstrate outstanding achievement in VET as part of their TCE/TCEA program, either in the current year or in a previous year of their senior secondary studies (either in Year 11, or in Year 12 if the student is in Year 13).
- be nominated by a teacher, employer, principal or industry representative
- be nominated in relation to one (1) VET qualification only
- be endorsed by the Principal of the student's school.

**TASC will verify that nominees have achieved the TCE/TCEA when student results are released in December. This may be subject to change before official TASC results are released on the nominated result day.*

How is a student nominated?

The nomination process has changed from previous years. Nominations will no longer be uploaded to TRACS, but instead will be completed **through an online webform through MS Forms**. This MS Forms document is <https://forms.office.com/r/qcJAS2dZvd> on the TASC website at [Outstanding Achievement in Vocational Education and Training Award - TASC](#)

The nominator needs to complete the **four sections** of the Nomination Form via MS Forms:

1. Nominated Student Details
2. Nominator Statement
3. Student Statement
4. TLO/Principal Endorsement

NB: Each student's nomination will need to be completed in one sitting as there is **no ability** to save a partially completed MS Forms application to continue on with later.

Therefore, collate all the documentation from both the student and the nominator in a pre-prepared Word document (or equivalent) before commencing the nomination so the information can be copy/pasted into the relevant sections of the online nomination form.

What are the sections of the Nomination Form?

SECTION 1

This section is where all student details and eligibility are entered into the MS Form. It may be useful to give the following information to the nominated student to fill in and return to the nominator:

- Student's full name
- TASC ID
- School
- Student's contact details including their mobile phone number, personal email address, school email address

NB: It is important to have all documentation from the student in a pre-prepared word document (or equivalent) before commencing the nomination so the information can be copy/pasted into the relevant sections of the online nomination form.

SECTION 2

This section is where the details of the nominator including their position and contact details are to be entered into the MS Form.

The nominator also writes a statement of recommendation for the nominated student. This statement includes the following sections:

1. Describe how the nominated student has demonstrated skill and ability in their chosen VET course. Comment on their:
 - a. Communication skills (up to 150 words)
 - b. Organisational skills (up to 150 words)
 - c. Ability to solve problems and work with others (up to 150 words)
 - d. Technical ability (up to 150 words)
2. Describe how the student has demonstrated determination and commitment to succeed in their chosen VET industry area. (up to 150 words)
3. Any *optional* additional information that supports the nomination, including involvement in extra-curricular activities, their future goals, further study and training, and employment plans that relate to their VET qualification. (up to 250 words)

NB: It is important to have all documentation from the nominator in a pre-prepared Word document (or equivalent) before commencing the nomination so the information can be copy/pasted into the relevant sections of the online nomination form.

SECTION 3

This section is where the student addresses the nomination questions and includes a statement of their acceptance of the nomination.

The following section might be sent to the nominated student via email or printed out as a document for them to fill in and return to the nominator to insert into Section 3 of the Nomination Form using MS Forms.

STUDENT NOMINATION STATEMENT:

Students choose to study a VET course for a range of reasons. The judging panel would like to find out why you chose your VET course and what you have learned through studying the VET course.

Address the following two (2) questions in your written nomination (up to 400 words):

Question 1:

Outline why you chose to study this VET course and what you have learned. In your response, you might:

- talk about your interest/passion in your VET industry area (eg: in the Construction industry)
- talk about on the skills and knowledge you have developed through studying your VET course
- talk about on your involvement in the industry area beyond your VET classes (eg: work placements, work experience, volunteer and/or paid work).

Question 2:

Outline how the VET course you studied will help you in your future work and career goals. In your response, you might:

- talk about how your VET course has changed you or impacted you
- talk about how your VET course will make a difference to your life after Year 12.

NB: the written nomination is to be a maximum of 400 words.

STUDENT ACCEPTANCE:

By accepting the nomination, a student acknowledges that by being nominated for a TASC Outstanding Achievement in Vocational Education and Training (VET) Award, TASC may use their non-confidential details and photographs for any publicity or promotional purposes regarding vocational education and training (VET) and/or education in general.

NB: It is important to have all documentation from the nominator in a pre-prepared word document (or equivalent) before commencing the nomination so the information can be copy/pasted into the relevant sections of the online nomination form.

SECTION 4

This section indicates that the information included in the MS Form is correct and that the Principal is aware of, and endorses the student nomination.

What is the due date for nominations to be submitted?

Nominations can be submitted any time between now and the final date for submissions on **Friday 25 October 2024**.

Please note that due to the tight time frames of the judging process, late submissions will not be accepted.

Conditions of Nomination Process:

By participating in this online nomination process, provider schools acknowledge that the Principal is endorsing the nomination and certifies that the information included in this online nomination is correct at the time of submission.

- Nominees will abide by the decision of TASC, whose decision regarding the Award recipients is final. No correspondence or justification of Award decisions will be entered into.
- Nominees and Award recipients acknowledge and agree that TASC and Government House may use non-confidential details and/or photographs for any publicity or promotional purposes regarding vocational education and training (VET) and/or education in general.
- Award recipients will be invited to attend an Award Ceremony at Government House at 4.00 – 5.00pm on Tuesday 28 January 2025.

Contact TASC

If you have any queries regarding the nomination process, please contact Neesha-Marie at TLO@tasc.tas.gov.au