



MARLBOROUGH GIRLS' COLLEGE

Te Kāreti Kōhine o Wairau

18 October 2017

Dear Parents/Whānau

NOTICE FOR WHĀNAU OF YEAR 13 STUDENTS

As we approach the end of the year we would like to thank your daughter for being a part of our school for the last five years and to also thank you for your support of both her and the College. We know that for the students there may have been times things were not always plain sailing, but we congratulate our young "Mana Wahine" on their resilience and strength in their completion of five years of secondary education. We encourage them to go forth with courage as they make their way in the world.

We thank you for drawing our attention to issues your daughter may have had, so we could work together to overcome them. We wish all students sitting external papers the best of "luck", but also want to remind them that luck is not enough. They must study and attempt all sections of the exam papers – a blank answer can only be wrong.

We expect ALL students entered in an external paper for NCEA Level 3 or for Scholarship exams to turn up to the exam. Failure to attend an exam without a very good reason is not acceptable.

The following information provides some important reminders in regards to NCEA Exams and some of our End-of-Year formal functions which acknowledge and celebrate the girls' achievements.

End of Year Formal Functions

19 October 2017

SPORTS PRIZEGIVING

Acknowledging Sporting Achievement.

7.00pm, MGC Hall. If your daughter is to attend she will have received a letter inviting her and her whānau to this event.

1 November 2017

SENIOR ACADEMIC PRIZEGIVING

Acknowledging Academic Achievement. All Senior students and whānau invited to attend.

7.00pm, MGC Hall.

Students assemble at **6.30pm** outside the **old Library**.

2 November 2017

COMBINED COLLEGES YEAR 13 LEAVERS PARADE

All students will gather in the **CBD Forum at 11.00am** where they will be congratulated by Mayor John Leggett and the Head Prefects of the Colleges.

All parents/whānau are welcome to attend.

6 December 2017

COCKTAIL PARTY

5.00 to 6.30pm, Wither Hills Winery

The Senior Leadership Team at Marlborough Girls' College would like to invite you and your daughter to the 2017 Cocktail Function for Year 13 students completing their education this year.

Tickets are available from the MGC Finance Office from today (Wednesday 18 October) and are **\$22 each**.

Please note: this event is open to Year 13 students completing their final year at Marlborough Girls' College and their Parents/Caregivers only.

ID will be required for ALL students 18 years and over. If no ID is available, they will not be able to purchase or consume alcoholic drinks.

Leaving Procedures

Girls will be issued with a **Clearance form** which they need to complete and return to school on or before **5 December 2017**. We encourage them to hand back any library books or text books they are no longer needing and, as they complete an exam, to return any texts they may have for that subject. Girls should also check they have no outstanding fees or sports uniform etc. Any non-returned items are billed to you so please encourage them to avoid this unwelcome cost to you.

Final Reports and Leavers Profiles

The school has written Halls of Residence references, completed scholarship application references and will also provide:

1. A final summary report of comments and grades for the year including the form teacher comment and personal qualities. This will be on the Portal for download from **3 November**.
2. The school also offers a "Leavers Profile" which summarises the academic, sporting and cultural achievements of your daughter. This is available on the Portal from **7 November** for reviewing. We will issue the girls with a form on which they indicate areas that are incomplete/ incorrect/ missing so we can correct the profile. We will then print off and bind the profile for any student who has indicated they would like this. There is no cost for this. These are then available for collection on **4 December**. Students who are unable to be here that day will have their profile posted out if they have let us know and have paid the postage fee to the Finance Office. You can also print off copies from the Portal if you prefer.

Please note: From late January your daughter will have no access to her details/ reports etc., on the Portal as she is no longer enrolled at the College so we would encourage you to print off any reports that you think you may require so that you have them available for later use. We can retrieve these from archives at a later date but there is a time delay of several weeks and there will be a cost for the time this takes.

The School Magazine and Leavers' Magazine

The **School magazine 'Te Wairau'** will be issued to those students who have paid their school donation and can be bought by others who have not paid the donation (**\$30**). The **Leavers' magazine** is available **only by pre-paying the \$26** and there are no spare copies available if your daughter has not pre-ordered this.

Below are some key points / terms to keep in mind before, during and after your exams, and up until results are published in mid-January.

Derived Grades / Emergency Grades

These can be applied for in cases of unexpected illness, emergency or other traumatic event. For a consideration to be successful the request must be backed up by evidence, e.g. a Doctor Certificate in the case of illness AND the student must have sat the standard(s) being requested for consideration in the Preliminary Exams.

LEVEL 3 REQUIREMENTS:

Level 3 - 60 credits at Level 3 or above + 20 credits from Level 2 or above

From 2014 the Level 1 Literacy and Numeracy requirements must also be met

Literacy and numeracy for NCEA Level 3 requires 10 credits in each at Level 1 or above

UNIVERSITY ENTRANCE:

University Entrance (UE) is the minimum requirement to go to a New Zealand University. To qualify you will need:

NCEA Level 3 – Three subjects at Level 3 made up of 14 credits each, in three approved subjects. Literacy – 10 credits at Level 2 or above made up of 5 credits in reading and 5 credits in writing. Numeracy – 10 credits at Level 1 or above made up of achievements stands – specified achievement standards available through a range of subjects, or, unit standards – package of three numeracy unit standards (26623, 26626, 26627 – all three are required)

Note that University Entrance requires a greater level achievement for Literacy than NCEA Level 3 and the subjects which can be counted towards UE are more limited.

A full list of “approved subjects” can be found here:

<http://www.nzqa.govt.nz/qualifications-standards/awards/university-entrance/approved-subjects/>

University Pre-Requisites

Some universities require students to have particular subjects and/ or standards as a pre-requisite for entry into the university or a particular course at the university. Some also require a predetermined number of Merit or Excellence credits for entry into a course. Students have been reminded of this during the year. **We are not able to help students in January who did not make the grade and find themselves short of a credit or two in subject** or at a particular grade level.

What if I don't pass?

At all times during the year Subject teachers and Guidance staff have encouraged, counselled and reminded students of the above requirements. Our motto has been one of “be sure of the credits before exams, not trust to luck in the exams”. In other words, failure to plan is a plan to fail.

Throughout the year staff have offered tutorials, practice tests and exams, reassessments and resubmissions, as appropriate, to ensure students have had every opportunity to succeed with the best possible grades for internally assessed standards and therefore are not relying on passing all external exams just to get the minimum credits required to pass Level 3 or gain UE.

Unfortunately, some students may find that their plans to attend university are put in jeopardy as they have not gained University Entrance. This is most likely to occur when students have failed to pass external papers they were relying on to complete the UE requirements.

The school is **not** in a position to offer catch-up credits/ standards in January as our teaching staff are preparing for the new students they will be teaching.

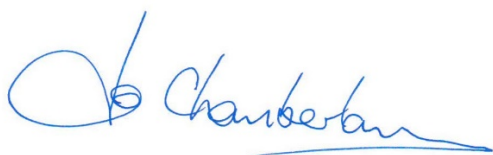
Students who think they may or do find themselves in this difficult situation have several options:

1. Before the end of the 2017 year approach the Principal's Nominee (Miss Wyber) or the Senior Leader with Curriculum oversight (Ms Chamberlain) with a list of any standards they did not complete and reasons why. They will confer with the Curriculum Leader to see if it is possible for these to be completed prior to the end of the year, i.e. it is "practicable and manageable". These would need to be completed **prior to 4 December** to allow staff to mark these before the holiday period and for uploading to NZQA in time for inclusion in the final grades in January.
2. Look at any "Catch-Up Courses" offered by schools such as **Hagley Community College** in Christchurch. <http://www.hagley.school.nz/study-options/catch-up-college/> OR **Te Kura** in the "summer school" programme – students can enrol from 4 December 2017 (additional information provided in the attachment to this letter). Entry is as a Young Adult. www.tekura.school.nz
3. Return to MGC next year and complete the courses or obtain sufficient credits to satisfy the UE requirements. NOTE: staff will not be offering students an alternative set of standards outside the programme they are teaching. Students could gain the credits by end of Term 1 and leave MGC to apply for mid-year entry to university (some courses at university have this option) or join the workforce for the remainder of the year and go to university the following year.
4. Enrol in the "entry" courses offered by some universities to bring students up to speed so they can enrol in degree papers at mid-year (not all course at university have this option).
5. Enrol at Te Kura (Correspondence School) and complete the necessary credits/ standards and then enrol at university. This option will allow students to have part time or full time job as the course work is completed in the student's own time rather than at specifically timetabled times as at school.
6. Join the workforce and earn money and apply for university after they turn 21 as UE is not required.

We want to encourage all girls to accept the responsibility for their own success in NCEA level 3/ UE by preparing well and having no "what-ifs" after the fact.

Attention to all of this information will support a smooth and less stressful end to a busy year. We wish each of the girls a successful and happy end to their school career.

Ngā mihi nui,



Jo Chamberlain
Acting Principal



Top-up your NCEA credits

Study online with Te Kura Summer School

If you want to go onto further study, training, or employment in 2018 and think you may not have enough NCEA credits, we have an option for you to get back on track.

From 4 December, Te Kura (The Correspondence School) is accepting short term enrolments from students who want to use the summer break to earn additional credits or specific internal standards in NCEA. Credits for school work submitted for assessment by February 14 can be counted towards your 2017 Record of Achievement.

Courses are delivered online so, with access to a computer and the internet, you can learn anywhere and anytime. Te Kura's qualified teachers will be available online to answer any questions and assess students' work.

Key Dates

- 4 December: Enrolments open
- 18 December: Summer School starts
- 2 February: Enrolments close
- 14 February: Students must have final work submitted for assessment for the credits achieved to be counted towards 2017 Record of Achievement
- 23 February: Summer School closes

To Enrol

Phone 0800 65 99 88 option 1 in working hours, or
email summerschool@tekura.school.nz

It will help if you provide your National Student Number.

As a general guide, to enrol with Te Kura at no cost you must be:

- aged 16-19 years
- a New Zealand citizen or permanent resident living in New Zealand
- not enrolled full-time at any other school

(Students turning 20 years or older in 2018 will be charged an administration fee of \$111 per subject)





A range of NCEA subjects

We offer a range of internal standards in a range of subjects including science, English and maths. (These are subject to change depending on factors like staff availability and student demand). View the subjects and standards offered at Summer School on our website: www.tekura.school.nz/summerschool

For success at Summer School you'll need to:

- Be clear about what you need to achieve and make sure you're doing the right courses.
- Communicate with your teachers, they want to support you to succeed so if you have any questions or issues stay in touch.
- Do the study, you can't resubmit a piece of work from your last school.
- Know the dates you need to get work in. If you want those credits on the 2017 Record of Achievement, get your final work in by 14 February.



Online learning, anywhere anytime

Our Summer School courses are delivered online through Te Kura's Online Teaching and Learning Environment (OTLE).

You can view a showcase of OTLE on our website: www.tekura.school.nz/subjects-and-courses/online-course-showcase



Te Kura

TE AHO O TE KURA POUNAMU
THE CORRESPONDENCE SCHOOL

Find out more at

www.tekura.school.nz/summerschool

Contact us:

Get in touch and talk about your options with Te Kura

Phone 0800 65 99 88 option 1 or email summerschool@tekura.school.nz