

## REQUEST FOR STUDENT ASSESSMENT SUMMARY, CLERICAL CHECK, AND RETURN OF STUDENT MATERIALS

### Student assessment summary

This report will give you information about the results you received for the Stage 2 subjects you completed this year.

The report lists, for each subject, your:

- School grade and moderated grade for each school assessment type, and their numeric equivalents.
- School assessment grade and external assessment grade, and their numeric equivalents.
- Final subject grade and its numeric equivalent.

Cost: \$25.00

OFFICE USE ONLY

### Clerical Check

The SACE Board of South Australia will check that:

- You results were correctly entered into the computer system
- You have been awarded the correct subject grade and its numeric equivalent, based on your school assessment and external assessment

A clerical check does not involve re-marking student work.

I would like a clerical check for the following subjects:

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

Cost: \$30.00 per subject

OFFICE USE ONLY

### Return of student material

- You may collect you school assessment materials for all your subjects from your school.
- Apply on this form to have your external assessment materials returned to you.
- These external assessment materials will be returned in the week beginning Monday 10 February 2025
- Materials that are returned or collected will not show any marks from the markers or moderators

I would like the the following external assessments returned to me:

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

Cost: \$47.00 per subject

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Please see next page for payment details.

## Payment details

### Discount of fee

The fee may be reduced by 25% if you can show that:

- You have a current pensioner health benefit or concession card issued by the Commonwealth, or you are the dependant of someone who has; or
- You receive a totally or permanently incapacitated disability pension; or
- You receive Commonwealth unemployment or sickness benefits or state financial assistance, or you are the dependant of someone who does; or
- You have a school card
- If you are a student experiencing extreme financial hardship, you may write to the Chief Executive of the SACE Board of South Australia asking for 100% waiver of fees. You will need to explain the reasons.

## Payment

Name

Address

Post code

Telephone

SACE Registration Number

School

I would like to purchase the following:

Request	Price	Quantity
Student Assessment Summary	\$25.00	
Clerical Check	\$30.00 each	
Return of student material	\$47.00 each	TOTAL COST \$

### Credit card payment

Please tick (✓) method of payment ☐ Mastercard  
☐ Visa

Card Number

Expiry date

Cardholder's name (please print)

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## Submission

**All requests are required to be submitted to the SACE Board by Friday 6th June 2025**

Please save this document to your computer before sending to the SACE Board. Submit this form by clicking the button below or emailing [askSACE@sa.gov.au](mailto:askSACE@sa.gov.au)

SUBMIT