



Summary of ASbA Processes for Recognition on the ACT Senior Secondary Certificate

For existing and new ASbA students starting Year 11 in 2024.

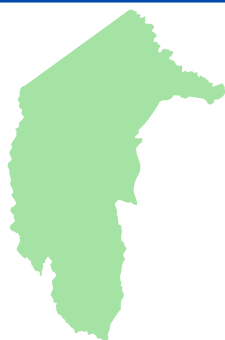
Check that **all student details in AVETARS are correct** and reflect their senior secondary school.



Notify the Office of the BSSS of a student participating in an ASbA using the **spreadsheet available on the BSSS website**. Spreadsheets can be updated throughout the year to reflect changes.



At the end of each semester



ACT ASbA

- **BSSS sends schools information** about how much credit can be entered for each student
- **Use ACS to enter this credit** under E Units
- Do a package check; focus on duplication and total number of units.



NSW ASbA

- **Student supplies evidence** to their school of competencies achieved that semester
- **Use the BSSS calculator** to determine how much credit can be awarded
- **Use ACS to enter this credit** under E Units
- Using the E external credit application, **provide evidence to BSSS**
- Do a package check; focus on duplication and total number of units.



W Units: both ACT and NSW ASbAs

- **Student provides evidence** of time spent in on-the-job training (e.g., timesheets, logs of hours)
- **Enter into ACS as W units** based on the hours evidenced
- Do a package check

If in doubt, check the website: bsss.act.edu.au/act_senior_secondary_system/vet_information