

# ASSESSMENT TOOL



## Engaged Citizen AND Tenacious Learner

Name:



**We would like to acknowledge the traditional custodians of the land throughout Australia who have been learning and educating on Country for over a thousand generations. We pay our respects to their Elders past, present and emerging for they hold the memories, traditions, cultures and hopes of Aboriginal and Torres Strait Islander Australia.**

## About SkillSpark

SkillSpark is a new strengths-based pathway enabling students from low socio-economic backgrounds to apply for university using by focussing on their unique strengths, skills and capabilities, alongside traditional criteria. It was co-developed and is being piloted by the Victorian Tertiary Admissions Centre (VTAC), Universities Admissions Centre (UAC), and Learning Creates Australia.

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## Your Participation

### **Privacy Notice** - for applications collected through VTAC

This document collects your personal information which will be managed in accordance with VTAC's privacy policy which is available at: [www.vtac.edu.au/privacy](http://www.vtac.edu.au/privacy). The personal information and responses collected through your SkillSpark application will be used to manage your participation in the Pilot and for evaluation purposes among project partners.

Measures will be taken to ensure that your data is anonymised where it is not needed to process or manage your application. Please read the privacy policy before submitting your application.

### **How we will use your information**

By participating in SkillSpark, you consent to the collection, use, and disclosure of your personal information and responses as outlined below:

- **Application Processing and Pilot Evaluation** - We will collect, store and analyse your personal and academic data to manage your application. This data will be used to evaluate and improve the SkillSpark program and other educational research initiatives.
- **Monitoring** - Your academic progress and journey through tertiary education may be monitored and tracked to assess the effectiveness of the SkillSpark pilot and to gain insights into student outcomes and success rates.
- **Feedback** - You may be contacted by VTAC, UAC or Learning Creates Australia for the purposes of program evaluation. This may include surveys, interviews, or other methods of obtaining feedback on your experiences and outcomes.

### **Consent and Withdrawal** - for applications collected through VTAC

You may withdraw your consent at any time by contacting the Victorian Tertiary Admissions Centre (VTAC) on [skillspark@vtac.edu.au](mailto:skillspark@vtac.edu.au). Should you have any questions or concerns regarding this notice or your participation in the SkillSpark pilot, please contact [skillspark@vtac.edu.au](mailto:skillspark@vtac.edu.au).

## Instructions for applicants

What you will need to do

- Read the material provided.
- Answer the questions to the best of your ability.
- The first question is general and covers both Engaged Citizen and Tenacious Learner – answer this first.
- Rate yourself across the three attributes (personal characteristics).
- Give all of your completed documents to your school, if you have used school examples only.
- Give all of your completed documents to your responsible person, if your examples are outside of school.
- When your responsible person is finished, give everything to your school.
- Either your school or you will send all completed documents with your full name in the subject to [skillspark@vtac.edu.au](mailto:skillspark@vtac.edu.au)

### A basic overview of what this worksheet will require of you:

#### STEP 1

- Think about examples of things you do in your life.
- Tell us about them - they will relate to Tenacious Learner and Engaged Citizen.

#### STEP 2

- Look at the attributes/characteristics in the areas of Tenacious Learner and Engaged Citizen.
- Think about these attributes and how you show/live them.

#### STEP 3

- Keeping these attributes in mind rate yourself against these by selecting from the 4 options - working towards / proficient / advanced / excelling.

#### STEP 4

- Tell us in roughly 150 words how you show/demonstrate these attributes (in relation to what you wrote about in step 1).

#### STEP 5

- Get a responsible person to look at your assessment and give their opinion.
- This should be someone who knows about what you have written.

#### STEP 6

- Collect your responses and your responsible persons responses.
- Your or your school will send them off to the appropriate email/organisation.

## Engaged Citizen & Tenacious Learner

What do you bring to the table?

Identify either **1 big extra/outside** thing you do **or a few small things** that you do and describe them.

**(25-100 words)**

Examples include:	
I am a carer for my parent/family member.	I am a member of my religious group.
I am connected to my culture.	I am passionate about an issue.
I am a debater.	I am interested in the environment.
I am involved in a community organisation.	I am involved in local politics.
I am involved in a community group.	I am a performer.
I am a mentor.	I am a coach.
I am a scout.	I am in a leadership position.
I am working towards achieving my academic/career goals.	I am a sporting team member.
I am a volunteer.	I am a leader in my extra-curricular group.
I am a part-time worker.	

**I am a... or I have...**

## Engaged Citizen

### **Definition**

Being an Engaged Citizen means understanding yourself and the people around you. It's about respecting everyone's beliefs and values and acting with independence and responsibility.

### **Attributes:**

Care / Courage / Conviction / Compassion / Ethics / Citizenship / Contribution / Social Awareness / Social Impact / Self-awareness / Empathy / Initiative / Agency / Autonomy

- Answer each question to the best of your abilities – placing yourself on the scale either working towards, proficient, advanced or excelling.
- Highlight where you rated yourself on each aptitude on the table.
- Be honest and open in your self-assessment.
- This is not a competition with winners and losers.
- Your school or a responsible person will see your rating and any answers.
- This is a celebration of what you do well, your achievements (big or small), the essence of who you are outside of academics.
- Relax and good luck!

## Engaged Citizen

### Rate Yourself

#### Think About How You Show - Personal responsibility

Personal responsibility means owning up to your actions and showing maturity by understanding the consequences.

##### ***I am working towards***

Because I can reflect on myself and the factors that shape my actions. I can advocate for myself.

##### ***I am proficient***

Because I understand that all actions have consequences and can demonstrate maturity when advocating for myself. I have a well-developed sense of my personal responsibility.

##### ***I am advanced***

Because I understand that all actions have consequences and can demonstrate maturity at every level when advocating for myself. I am active in ensuring I am always personally responsible for my actions.

##### ***I am excelling***

Because I can advocate for myself and others in a balanced, mature and well-informed manner. I have a strong sense of my personal responsibility.

#### Think About How You Show - Community connection

Community connection means getting involved in your local and global community and treating everyone with respect.

##### ***I am working towards***

Because I am aware of individual rights and the rights of others and treat everyone with respect. I show interest in the world around me and engage with complex issues.

##### ***I am proficient***

Because I embrace the rights of everyone equally and act inclusively. I seek to understand complex issues in the world, locally and globally, and broaden my understanding by exploring differing perspectives.

##### ***I am advanced***

Because I demonstrates a deep understanding of ethical principles and encourage inclusive communities. I seek to address complex social issues and actively promote positive change.

##### ***I am excelling***

Because I model ethical behaviour and inclusivity. I continually seek to deepen my understanding of complex local and global issues and engage in acts that may lead to positive change. I create chances to learn about issues from different perspectives to deepen my understanding.

## Think About How You Show - Courage and empathy

Courage and empathy means being brave in facing challenges and understanding others' feelings and perspectives.

### ***I am working towards***

Because I understand that not everyone has the same advantage and opportunities. I respond to opportunities to help others.

### ***I am proficient***

Because I am able to identify situations of disadvantage and display courage in response. I engage with others to more fully understand their circumstances and perspective.

### ***I am advanced***

Because I have a deep understanding of disadvantage through lived experience and/or community engagement. I can demonstrate how courage and empathy has led to an understanding of my own culture, languages and beliefs and/or those of others.

### ***I am excelling***

Because I show strong empathy and courage, always trying to understand diverse perspectives and stand for marginalised individuals or communities. I take action to address systemic injustices and foster empathy in others.

## Rate Yourself

To rate yourself, please check ONE box per row for each of three attributes - **Personal responsibility**, **Community connection** and **Courage and empathy** on the table below:

Attributes	Working Towards	Proficient	Advanced	Excelling
<b>1) Personal responsibility</b> <i>check one box &gt;</i>	<input type="radio"/> Reflects on themselves and their actions' factors.	<input type="radio"/> Understands actions, consequences, and demonstrates maturity.	<input type="radio"/> Advocates for themselves and others in a balanced manner.	<input type="radio"/> Advocates for themselves and others with a strong sense of responsibility.
<b>2) Community connection</b> <i>check one box &gt;</i>	<input type="radio"/> Aware of individual and others' rights; treats all with respect.	<input type="radio"/> Embraces equal rights and acts inclusively.	<input type="radio"/> Models ethical behaviour and inclusivity.	<input type="radio"/> Models ethical behaviour, inclusivity, and engages in acts for positive change.
<b>3) Courage and empathy</b> <i>check one box &gt;</i>	<input type="radio"/> Understands varying advantages; responds to helping opportunities.	<input type="radio"/> Identifies disadvantage and shows courage. Engages with others for understanding.	<input type="radio"/> Deeply understands disadvantage; demonstrates empathy through experiences.	<input type="radio"/> Demonstrates deep understanding of disadvantage; promotes empathy and culture.

## Engaged Citizen

Expand and Explain

*Fantastic! Personal responsibility, Community connection, Courage and empathy demonstrate what it takes to be an **Engaged Citizen**.*

An **Engaged Citizen** means

Understanding yourself and the people around you. It's about respecting everyone's beliefs and values and acting with independence and responsibility.

- I can act in a responsible manner.
- I can respect the rights of everyone equally.
- I can understand that not everyone has the same advantages and opportunities.
- I can try to understand the world around me.
- I can engage in local and global issues.
- I can value mine and others cultures.
- I can use my life experience to understand myself and/or others better.

**In 150 words describe an example of something you've done and how it demonstrates your attributes as an Engaged Citizen.**

When I did.. I demonstrated this by doing ...

## Tenacious Learner

### **Definition**

A Tenacious Learner is someone who believes in themselves and their ability to reach their goals. They stay motivated even when faced with setbacks or challenges.

### **Attributes:**

Tenacity / Resilience / Grit / Perseverance / Confidence

- Answer each question to the best of your abilities – placing yourself on the scale either working towards, proficient, advanced or excelling.
- Highlight where you rated yourself on each aptitude on the table.
- Be honest and open in your self-assessment.
- This is not a competition with winners and losers.
- Your school or a responsible person will see your rating and any answers.
- This is a celebration of what you do well, your achievements (big or small), the essence of who you are in and outside of academics.
- Relax and good luck!

## Tenacious Learner

Rate Yourself

### Think About How You Show - Vision and strategy

Vision and strategy means setting goals and making plans to achieve them, showing you know where you're going and how to get there.

#### ***I am working towards***

Because I demonstrate an ability to set goals and can developing strategies to achieve these goals.

#### ***I am proficient***

Because I identify clear goals that will lead to the accomplishment of my larger vision. I can develop successful strategies to achieve these goals.

#### ***I am advanced***

Because I can demonstrate vision and foresight. I have a proven ability to enact positive change and implement strategies to achieve my goals.

#### ***I am excelling***

Because I show exceptional vision and strategy, always working to achieve ambitious goals and driving significant positive change.

### Think About How You Show - Determination

Determination means being committed and staying focused, even when things get tough, in order to reach your goals.

#### ***I am working towards***

Because I maintain a positive attitude and a commitment towards getting things done. I am able to seek appropriate support when facing challenges.

#### ***I am proficient***

Because I am able to stay focused and committed to achieving my goals. I approach challenges with a positive mindset and a willingness to learn from adversity.

#### ***I am advanced***

Because I demonstrate an ability to achieve goals by staying focused and finding solutions. I have an ability to learn from adversity and articulate the growth that comes from overcoming challenges.

#### ***I am excelling***

Because I exemplify unwavering determination and perseverance, I overcome obstacles with resilience and use setbacks as opportunities for growth.

## Think About How You Show - Resilience

Resilience means not giving up when you're faced with problems or tough situations and finding solutions.

### ***I am working towards***

Because I understand when flexibility is required in order to reassess strategies to achieve goals. I can modify/adapt as necessary.

### ***I am proficient***

Because I am able to remain flexible in response to challenges and adjust my approach as necessary. I seek to learn from challenges and maintain my motivation despite setbacks.

### ***I am advanced***

Because I can embrace challenges and have an ability to adapt as necessary to achieve my goals. I'm able to reflect on my experiences in order to learn and improve. I can share my experiences with others to help them develop their resilience.

### ***I am excelling***

Because I demonstrate extraordinary resilience and adaptability. I can thrive in a dynamic environment and inspire others to navigate challenges and bounce back stronger.

## Rate Yourself

To rate yourself, please check ONE box per row for each of three attributes - **Vision and strategy**, **Determination** and **Resilience** on the table below:

Attributes	Working Towards	Proficient	Advanced	Excelling
<b>1) Vision and strategy</b> <i>check one box &gt;</i>	<input type="radio"/> Sets goals and is learning how to achieve them.	<input type="radio"/> Demonstrates vision, plans, and successfully achieves goals.	<input type="radio"/> Identifies clear goals and plans how to achieve them effectively.	<input type="radio"/> Sets ambitious goals with detailed plans, adapts strategies effectively, and consistently achieves success.
<b>2) Determination</b> <i>check one box &gt;</i>	<input type="radio"/> Keeps a positive attitude and seeks support when needed.	<input type="radio"/> Stays focused, positive, and learns from challenges.	<input type="radio"/> Remains dedicated, adapts strategies, and makes steady progress despite obstacles.	<input type="radio"/> Overcomes challenges, learns from them, and achieves goals.
<b>3) Resilience</b> <i>check one box &gt;</i>	<input type="radio"/> Learns to adapt and reassess goals when faced with obstacles.	<input type="radio"/> Remains flexible, learns from challenges, and stays motivated.	<input type="radio"/> Adapts, learns from challenges, and stays motivated.	<input type="radio"/> Embraces challenges, adapts, reflects, and shares experiences.

## Tenacious Learner

### Expand and Explain

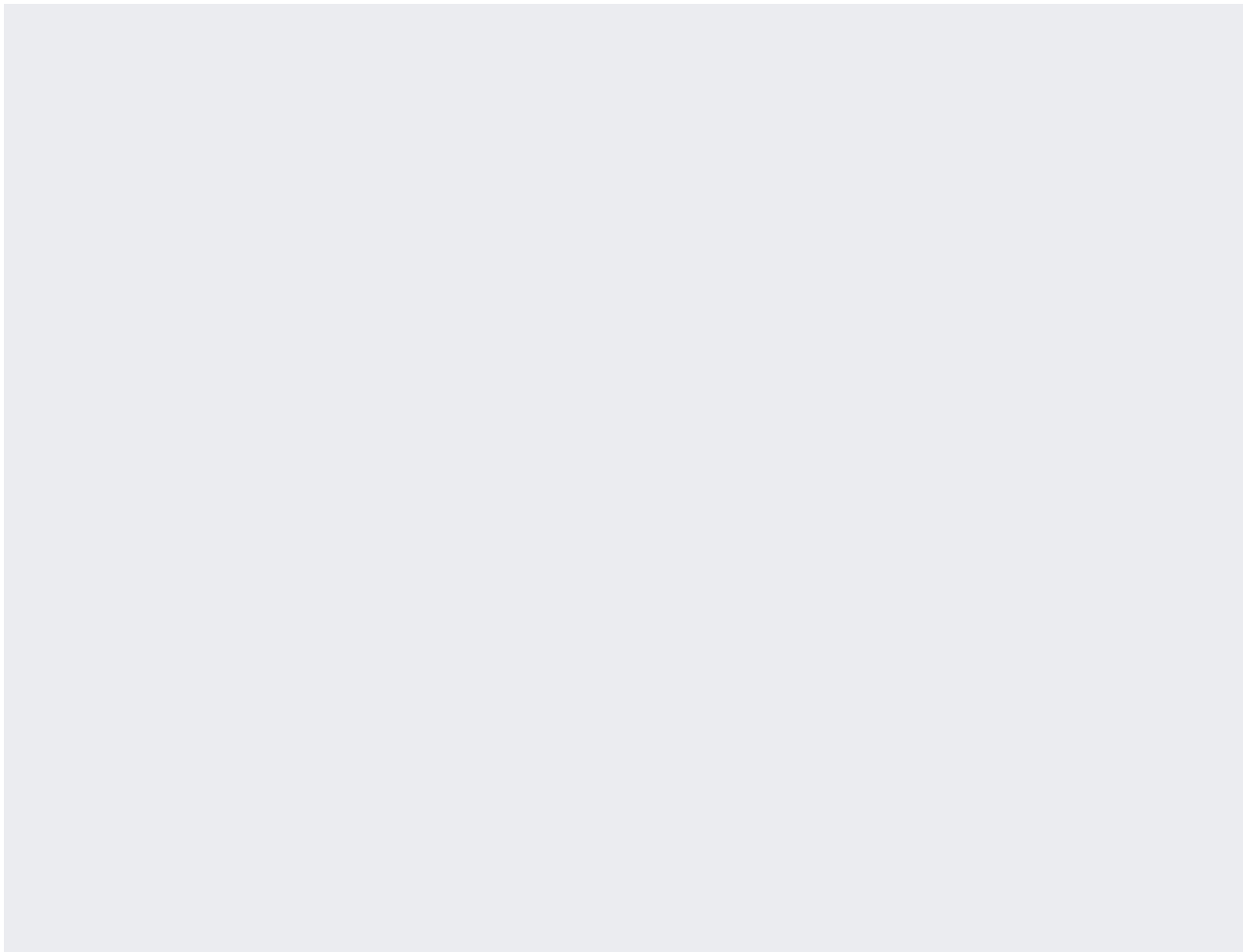
*Amazing! Your attributes in Vision and strategy, Determination and Resilience demonstrate what it takes to be a **Tenacious Learner**.*

A **Tenacious Learner** is someone who believes in themselves and their ability to reach their goals. They stay motivated even when faced with setbacks or challenges.

- I can learn from experience and/or setbacks.
- I can maintain my motivation despite challenging situations.
- I can accept help to achieve my goals.
- I can set goals.
- I can devise a strategy to achieve my goals.
- I can stay focused on my goals.

**In 150 words describe an example of something you've done and how it demonstrates your attributes as a Tenacious Learner**

When I did... I demonstrated this by doing ...



## Responsible Person

### Thanks for sharing those great examples.

Next, we'd like to hear from a responsible person\* who can validate what you've shared.

Please email or print and give the following pages to your responsible person (school or external) – ask them to complete them and email them to [skillspark@vtac.edu.au](mailto:skillspark@vtac.edu.au) or they can return them to you if they are comfortable and you can email them to us.

\*A **responsible person** is:

21 years of age or older and has known you for at least 12 months.

The person must:

- not be a family member, defacto or a friend,
- confirm their relationship to you.

A health practitioner, lawyer, social worker, employer, supervisor, manager, counsellor, religious, sporting or community leader also fulfils the requirements of a 'responsible person'

### Your responsible person is:

*Name:*

*Email:*

*Relationship to you: (must not be a family member or friend)*

*Why did you choose this person?*

# **School and/or Responsible Person Assessment Rubric**

## School/Responsible Person

### Assessment Instructions

- Each student has been asked to rank themselves as either:
  - Working Towards
  - Proficient
  - Advanced, or
  - Excelling
  
- Across three different attributes for both Tenacious Learner and Engaged Citizen.
  
- For Engaged Citizen these attributes are:
  - Personal responsibility
  - Community connection
  - Courage and empathy
  
- For Tenacious Learner these are:
  - Vision and strategy
  - Determination
  - Resilience
  
- This assessment is not about academic ability but those immutable qualities of your students that make them who they are and the skills they learn from the good and the bad in their lives that can be transferred to a higher education environment.
  
- Please look at how each student has ranked themselves.
  
- If you agreed simply note in the final box the agreed to level (working towards / proficient / advanced / excelling).
  
- If you disagree, please write in the final box your level (working towards / proficient / advanced / excelling) and explain why in the space provided.

#### STEP 1

- Familiarise yourself with the rubrics for Tenacious Learner and Engaged Citizen.

#### STEP 2

- Talk to the student about the application.
- Decide who will submit the final product.

#### STEP 3

- Read their responses and look where they have ranked themselves.

#### STEP 4

- Rank the student across the three attributes for each skill.
- If you disagree with the applicant assessment (up or down) in around 150 explain why.

#### STEP 5

- Either return your assessment to the student for them to email to [skillspark@vtac.edu.au](mailto:skillspark@vtac.edu.au)

## School/Responsible Person

Engaged Citizen

	Working Towards	Proficient	Advanced	Excelling
<b>Personal responsibility</b>	Reflects on themselves and the factors that shape their actions. Is able to advocate for themselves.	Understands that all actions have consequences and can demonstrate maturity when advocacy for themselves. Has a well-developed sense of their personal responsibility.	Demonstrates advanced self-reflection and consistently advocates for themselves and others in various contexts. Takes proactive measures to address personal responsibilities effectively.	Advocates for themselves and others in a balanced, mature and well informed manner. Has a strong sense of their personal responsibility.
<b>Community connection</b>	Is aware of individual rights and the rights of others and treats everyone with respect. Shows interest in the world around them and engages with complex issues in the local and/or global community.	Embraces the rights of everyone equally and acts inclusively. Seeks to understand complex issues in the world, locally and globally, and broaden their understanding by exploring differing perspectives.	Demonstrates a deep understanding of ethical principles and actively contributes to fostering inclusive communities. Engages in meaningful actions to address complex societal issues and actively promotes positive change.	Models ethical behaviour and inclusivity. Continually seeks to deepen their understanding of complex local and global issues and engages in acts that may lead to positive change. Creates opportunities to learn about issues from different perspectives in order to deepen their understanding.
<b>Courage and empathy</b>	Understand that not everyone has the same advantage and opportunities. Responds to opportunities to help others.	Is able to identify situations of disadvantage and displays courage in response. Engages with others to more fully understand their circumstances and perspective.	Exhibits exceptional empathy and courage, actively seeking to understand diverse perspectives and advocating for marginalised individuals or communities. Takes courageous actions to address systemic injustices and fosters empathy in others.	Has a deep understanding of disadvantage through lived experience and/or community engagement. Can demonstrate how courage and empathy has led to an understanding of their own culture, languages and beliefs and/or those of others.

Compare the student ratings of themselves across **Personal responsibility, Community connection, Courage and empathy** as highlighted by the student above with your own assessment. **If your rating varies, briefly explain why (150 words):**

**Full  
Name:**

**Email:**

**Position/  
role:**

**Please check the box to confirm the information you have provided above is true and you believe your assessment is an accurate representation of the student.**

## School/Responsible Person

Tenacious Learner

	Working Towards	Proficient	Advanced	Excelling
<b>Vision an strategy</b>	Demonstrates an ability to set goals and is developing strategies to achieve these goals.	Identifies clear goals that will lead to the accomplishment of the larger vision. Is able to develop successful strategies to achieve their goals.	Demonstrates vision and foresight. Has a proven ability to enact positive change and implement strategies to achieve their goals.	Displays exceptional vision and strategy, consistently achieving ambitious goals and driving significant positive change.
<b>Determination</b>	Maintains a positive attitude and a commitment towards getting things done. Is able to seek appropriate support when facing challenges.	Is able to stay focussed and committed to achieving their goals. Approaches challenges with a positive mindset and a willingness to learn from adversity.	Demonstrates an ability to achieve goals by staying focussed and finding solutions. An ability to learn from adversity and articulate the growth that comes from overcoming challenges.	Exemplifies unwavering determination and perseverance, overcoming obstacles with resilience and using setbacks as opportunities for growth.
<b>Resilience</b>	Understands when flexibility is required in order to reassess strategies to achieve goals. Can modify/adapt as necessary.	Is able to remain flexible in response to challenges and adjust their approach as necessary. Seeks to learn from challenges and maintain their motivation despite setbacks.	Embraces challenges and has an ability to adapt as necessary to achieve their goals. Is able to reflect on their experiences in order to learn and improve. Can share their experiences with others to help them develop their resilience.	Demonstrates extraordinary resilience and adaptability, thriving in dynamic environments and inspiring others with their ability to navigate challenges and bounce back stronger.

Compare the student ratings of themselves across **Vision and Strategy**, **Determination and Resilience** as highlighted by the student above with your own assessment. **If your rating varies, briefly explain why (150 words):**

**Full  
Name:**

**Email:**

**Position/  
role:**

**Please check the box to confirm the information you have provided above is true and you believe your assessment is an accurate representation of the student.**