

Memo

Queensland Curriculum and Assessment Authority

13 November 2025

Senior secondary

Number: 049/25

Applied quality assurance meetings 2026

Purpose

To inform schools about the schedule of subjects for the Applied and Applied (Essential) quality assurance review meetings in 2026.

Background

Quality assurance processes support schools to:

- develop and administer assessment instruments
- promote consistency of judgments about student responses
- support the continuous improvement of assessment practices in all Queensland schools.

Applied quality assurance meetings have been conducted annually for the Applied (Essential) subjects as part of the Queensland Certificate of Education (QCE) quality assurance processes.

From 2025, the Applied quality assurance process also includes a staged introduction of the 2024 Applied syllabuses. Each year, the QCAA will notify schools of the subjects scheduled for Applied quality assurance review meetings via a memo.

Information

Which subjects will be involved in Applied quality assurance meetings in 2026?

In 2026, quality assurance review meetings will be conducted for:

- Essential English (2025)
- Essential Mathematics (2025)
- Aquatic Practices (2024)
- Arts in Practice (2024)
- Building & Construction Skills (2024)
- Drama in Practice (2024)
- Hospitality Practices (2024)
- Industrial Graphics Skills (2024)
- Information & Communication Technology (2024)

- Social & Community Studies (2024)
- Visual Arts in Practice (2024).

Schools that offer Units 3 and 4 for the above subjects in 2026 are required to participate in the Applied quality assurance review meetings.

The timing of the review meetings is indicated in the Senior Education Profile (SEP) calendar. The dates for individual subject meetings will be made available when the Applied QA application opens to receive school nominations and submissions in May 2026. Schools select and register their preferred meeting date through the schedule in the Applied QA application (app).

What is involved in an Applied syllabus quality assurance review?

The Applied quality assurance process will review the:

- validity and accessibility of assessment designed for Unit 3 Applied subjects, i.e. both prescribed Unit 3 assessment instruments
Note: Applied (Essential) subjects will continue to participate in the endorsement process
- reliability of judgments made for a sample of student responses to both prescribed assessment instruments completed in Unit 3
 - For 2025 Applied (Essential) subjects, student responses to internal assessment 1 (IA1) and the common internal assessment (CIA). Schools are required to retain a copy of the administered CIA for uploading to the Applied QA app as part of the school submission
 - For 2024 Applied subjects, student responses to both prescribed Unit 3 assessment items.

What resources are available to support schools?

Schools need to maintain accurate processes for marking, collecting and storing evidence of student work, and administer internal quality assurance processes before the Applied quality assurance meetings. A suite of resources and help guides have been developed for school use, including:

- Assessment templates — see the Syllabuses app > Resources
- Quality assurance tool — see the Syllabuses app > Resources
- Instrument-specific standards: Making judgments — see the Syllabuses app > Resources
- Submission requirements, including tips on gathering and storing evidence, and file size limits in the Applied QA app — see the Syllabuses app > Resources
- [Frequently asked questions](#) — see the QCAA website > Quality assurance > Applied QA
- Subject-specific support resource (for subjects that participated in Applied QA review meetings in 2025) — see the Syllabuses app > Resources
- Quality management system and school assessment policy resources — see the Noticeboard app in the QCAA Portal > Internal Assessment and Certification resources for schools.

What you need to do

- Bring the information in this memo to the attention of relevant staff.
- Look out for a future memo with detailed information about timelines, registering your school for an Applied quality assurance meeting and developing submissions.

Finding out more

Please email the Applied QA team at AppliedQA@qcaa.qld.edu.au or phone (07) 3864 0375.

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