Memo

Queensland Curriculum and Assessment Authority

14 January 2026   **Senior secondary**   Number: 002/26

Release of QCE and QCIA policy and procedures handbook Version 7.0

Purpose

To inform schools of the release of the *QCE and QCIA policy and procedures handbook v7.0*, which outlines the policies and procedures schools follow to support students to work towards their Queensland Certificate of Education (QCE) or Queensland Certificate of Individual Achievement (QCIA) and become eligible to receive a Senior Education Profile (SEP).

Background

The QCAA reviews and updates the *QCE and QCIA policy and procedures handbook* each year. Changes are approved by the QCAA Board.

The *QCE and QCIA policy and procedures handbook v7.0* replaces Version 6.0 and is available online at www.qcaa.qld.edu.au/senior/certificates-and-qualifications/qce-qcia-handbook. A PDF version, including a change log summarising key changes, is available on the same webpage or in the Noticeboard app in the QCAA Portal.

Information

The *QCE and QCIA policy and procedures handbook* has been updated to:

- reflect revisions to the Education (Queensland Curriculum and Assessment Authority) Regulation 2025 (Qld), including the introduction of the academic integrity QCE requirement

- reflect changes to vocational education and training (VET) policies and procedures in the 2025 Standards for Registered Training Organisations (RTOs)

- provide additional information about Access Arrangements and Reasonable Adjustments (AARA), Applied quality assurance processes, General (SEE) subjects, and school assessment policies

- incorporate feedback from Queensland schools and other stakeholders during 2025

- maintain accuracy of links to external websites and resources

- enhance clarity and consistency throughout the handbook, including updates to figures and changes to section headings.

For all Queensland schools

What you need to do

Bring this memo to the attention of all staff at your school so they can start referring to the updated handbook.

Schools should review their policies and procedures and update them to align with Version 7.0 of the handbook as soon as possible.

Finding out more

The *QCE and QCIA policy and procedures handbook v7.0* is available on the QCAA website.

For more information, please email the QCE and QCIA Unit at QCEforschools@qcaa.qld.edu.au or phone (07) 3864 0375.

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