

Participant Name

Email

Duke of Ed Award Unit

(ie your school or organisation)

GOLD AWARD CHECKLIST - 2017

The Duke of Edinburgh's International Award - Australia (NSW Division)

To ensure you meet all criteria for a Gold Duke of Ed Award in NSW, please use this Checklist **before** submitting your Award to your Award Leader. Your Award Leader will then forward your Gold Award for final approval to NSW Division (the "State Office")



Make sure you have covered all points correctly so your Gold Award can be approved as quickly as possible.

Incomplete or incorrect submissions will delay your approval. If your submission is not approved, you will need to re-submit your application after addressing any missing or incomplete requirements.

If you have any further questions about Award requirements please see:

www.dukeofed.com.au/doing-the-award, talk to your Award Leader or call us on 13 13 02.

1. Age / Starting Requirements:



You **MUST** have been **at least** 16 years of age **prior** to starting your Gold activities. **Any activities entered prior to your 16th birthday CANNOT be counted towards your Gold Award**

Date of
16th birthday

Start Date for
Gold activities

If you have entered any activity dates **prior** to your 16th birthday please click on the coloured "Section / Activity" heading in your ORB to **delete** these dates and log further activities to take the Section(s) back to 100% completion

- I was at least 16 years of age prior to commencing *any* of my Gold Award activities ☐
- If I had completed a Silver Award – I only started my Gold activities **AFTER** my Silver Award completion date ☐

2. Service Requirements:

- My Assessor was NOT an immediate family member (eg parent or sibling) ☐
- My Service activity met a genuine need in the community ☐
- I have entered all of my Service activities and my ORB Service record has reached 100% ☐
- I downloaded the "Summary for Assessor" for my Service Section to provide evidence to my Assessor that I reached 100%, and my Assessor has written their Report ☐
- The completed Summary/Assessor Report has been scanned and uploaded to my ORB Library ☐
Also – please include your full name in the filename eg Billy_Bloggs_Service_Assessor_Report

3. Skill Requirements:

- My Assessor was NOT an immediate family member (eg parent or sibling) ☐
- My Skill activity was **NON-PHYSICAL** ☐
eg sports or dancing should not be counted as Duke of Ed Skill activities – they are Physical Recreation activities. For more information please see "Skill or Physical Recreation?" at www.dukeofed.com.au/about-the-award/sections-in-detail/skills
- I have entered all of my Skill activities and my ORB Skill record has reached 100% ☐
- I downloaded the "Summary for Assessor" for my Skill Section to provide evidence to my Assessor that I reached 100%, and my Assessor has written their Report ☐
- The completed Summary/Assessor Report has been scanned and uploaded to my ORB Library ☐
Also – please include your full name in the filename eg Billy_Bloggs_Skill_Assessor_Report

4. Physical Recreation Requirements:

- My Assessor was NOT an immediate family member (eg parent or sibling) ☐
- I have entered all of my Physical Recreation activities and my ORB Physical Recreation record Has reached 100% ☐
- I downloaded the "Summary for Assessor" for my Physical Recreation Section to provide evidence to my Assessor that I reached 100%, and my Assessor has written their Report ☐
- The completed Summary/Assessor Report has been scanned and uploaded to my ORB Library ☐
Also – please include your full name in the filename eg Billy_Bloggs_Phys_Rec_Assessor_Report

5. Adventurous Journey (AJ) Requirements:

- I discussed and got **approval from my Award Leader prior** to undertaking both my Practice and Qualifying journeys ☐
- I obtained **written parent/guardian consent prior** to departing on both my Practice and Qualifying journeys (if I was under the age of 18) ☐
- My Assessor was NOT an immediate family member (eg parent or sibling) ☐
- **The mode(s) of travel** were **the same** for **both** my Practice and Qualifying Journeys ☐
- **Both** my Practice and Qualifying Journeys were of a **similar nature and in a similar environment**, but not over the same route (eg they were both expeditions or explorations, both in a similar climate and both over similar terrain) ☐
- My Preparation and Training was completed and signed off **prior to me departing** for my Practice Journey ☐
- My Practice and Qualifying Journeys were **both** conducted in a group of between **4 and 7 people** ☐
- My Practice Journey was of **at least** 4 days duration. The correct dates are entered in my ORB and the dates are **prior** to my Qualifying Journey ☐
- My Qualifying Journey was of **at least** 4 days duration, and was **the same duration** as my Practice Journey. The correct dates are entered in my ORB ☐
- I have ticked the "Journey Completed" checkboxes for both journeys in my ORB ☐
- I have entered all of my Adventurous Journey (AJ) activities and my AJ record has reached 100% ☐
- I downloaded the "Summary for Assessor" for my AJ Section to provide evidence to my Assessor that I have completed all 3 components of my AJ Section. My Assessor has written their Report and this completed Summary / Assessor Report has been scanned and uploaded to my ORB Library. *Also – please include your full name in the filename eg Billy_Bloggs_AJ_Assessor_Report* ☐

Adventurous Journey Report

A Report of your Qualifying Adventurous Journey is the final requirement of your Adventurous Journey Section. Your Report may be completed on an individual or on a group basis, and it can be written or be presented in more than one medium. For more information, see the "Log / Report" tab at: www.dukeofed.com.au/about-the-award/sections-in-detail/adventurous-journey and page 86 of the current Duke of Ed Award Handbook: www.dukeofed.com.au/resource/handbook.

The "NSW Gold Award – Written AJ Report Template" can be used as a guide for written reports - available at: www.dukeofed.com.au/resource/nsw-award-written-aj-report-templates

Please save/upload written Reports as a single PDF file

My Adventurous Journey Report includes:

- | | | | |
|---|--------------------------|--|--------------------------|
| - a route plan / map | <input type="checkbox"/> | - a food list / menu plan | <input type="checkbox"/> |
| - a clothing list | <input type="checkbox"/> | - an equipment list | <input type="checkbox"/> |
| - a description of the journey
(3 x A4 pages as a guide) | <input type="checkbox"/> | - other supporting evidence (photos, etc...) | <input type="checkbox"/> |

- I have uploaded evidence of my Qualifying Adventurous Journey Report to my ORB Library ☐
Also – please include your full name in the filename eg Mary_Mullins_AJ_Report

6. Residential Requirements:

- My Assessor was NOT an immediate family member (eg parent or sibling) ☐
- My Residential Project involved a shared purposeful activity (eg a training or service activity) ☐
- My Residential Project was in the company of others who were, in the majority, not my usual companions ☐
- My Residential Project was **at least** 5 days duration. The correct dates are entered in my ORB ☐
- I have entered my Residential Project details into my ORB and my Residential Project record has reached 100% ☐
- I printed out my Residential Project Summary to provide evidence to my Assessor that I have completed my Residential Project Section. My Assessor has written their Assessor Report And this completed Summary / Assessor Report has been scanned and uploaded to my ORB Library ☐

7. I have made sure all my contact details are updated and correct ☐

8. I have clicked the "Submit" button for all 5 Sections of my Gold Award ☐

Additional Notes:

Gold Assessment Process

Please allow **at least 6 weeks** for your Gold Award to be assessed and approved. If there are any issues then this process may take longer as you and your Award Leader will need to provide further information.

When your Gold Award is approved both you and your Award Leader will receive a confirmation email. Your formal Letter of Congratulations and your Gold badge will also be mailed to your home address.

Gold Ceremonies

Gold Awards are presented at Ceremonies usually held at NSW Government House several times a year. There is an approximate wait time of up to twelve months. Participant invitations will be emailed approximately 8 weeks prior to your presentation date (up to two guests may also attend).

Further information can be found at: www.dukeofed.com.au/events/gold-award-ceremonies

Bonus ATAR Points – UNSW Australia

UNSW Australia offers bonus ATAR points under their Elite Athletes and Performers Program (EAP).

If you are applying for the bonus ATAR points at UNSW, your Gold Award must be submitted to NSW Division **BEFORE Saturday, 30th September 2017**

Please note that some exceptions apply and that the EAP Bonus Points Program undergoes an annual review. View the full details at:

www.unsw.edu.au/domestic-undergraduate/elite-athletes-and-performers-program