



HTANSW 2019 Trial Examination Papers – Pre-Order Form

Prior to 5 July 2019:

- These papers may be pre-ordered ONLY by a NSW secondary school.
- The papers will be delivered ONLY to a school's Principal or Deputy Principal in the week 22 – 26 July.
- All pre-orders must be endorsed by the school's Principal or Deputy Principal who must agree to the CONDITIONS OF USE on the following page.
- Contact details provided must remain current for 22 – 26 July.

NOTE: No orders will be taken after the cut-off for pre-orders, 5 July 2019.

Papers will be delivered as a single PDF file for copying and use *only within the purchasing school*.

TAX INVOICE & PRE-ORDER FORM ABN: 74 679 202 422

TODAY'S DATE*: _____ [Please date this form to validate it as a Tax Invoice]

Prices & ordering: indicate papers ordered, individual cost and total cost. **(All prices are GST inclusive).**

Exam Paper	Indicate Paper(s) Ordered	Non-member	HTA Member	Cost
Ancient History Exam	<input type="checkbox"/>	\$60	\$45	
Modern History Exam	<input type="checkbox"/>	\$60	\$45	
History Extension Exam	<input type="checkbox"/>	\$50	\$40	
Package – all 3 Exams	<input type="checkbox"/>	\$150	\$110	
			Total Cost	

Ordering Teacher's Name: (must be History Head Teacher/Coordinator) _____

Teachers' Institutional Email _____ Phone No. _____

2019 HTA Member No. (School or Individual) _____ (***REQUIRED TO RECEIVE MEMBER'S RATE**)

School Name _____ School Phone Number _____

School Address _____ P/Code _____

Principal or Deputy Principal's Endorsement: *Deputy/Principal's Name _____

***Deputy/Principal's Email (for file delivery)** _____

- ✓ I understand that a single PDF file for each exam ordered will be sent to my email address on 22 – 26 July.
- ✓ A password for each file will be sent in a separate email and the ordering teacher will be notified of delivery.
- ✓ I have read and agree to the **Conditions of Use** on the following page.

Principal or Deputy Principal's signature _____ Date _____

***NOTE - Full payment must be received to complete this pre-order**

PAYMENT OPTIONS: Please select and complete for payment of Total Cost listed above

****NOTE - Full payment must be received to complete this pre-order**

EFT PAYMENT – complete above form and email to HTANSW office at: htansw@gmail.com
 We will issue you with a formal tax invoice on receipt of your form marked for EFT payment.
 Full pre-payment by EFT will need to be received to complete your pre-order.

CREDIT CARD PAYMENT: Visa MasterCard

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Name on card _____ Expiry ____/____ Signature _____

CHEQUE PAYMENT – Cheques payable to: **History Teachers' Association of NSW**
P O Box 219, ANNANDALE NSW 2038

HTANSW 2019 Trial Examination Papers – Conditions of Use

The HTANSW Ancient, Modern and History Extension Trial Examination Papers are for use within a **Confidentiality Period** which runs from the date of delivery until midday on Friday 23 August, 2019.

All purchasing schools and teachers involved in co-ordinating or marking history trial exams agree to respect this Confidentiality Period and abide by the following Conditions of Use:

1. During the Confidentiality Period (date of delivery until midday on Friday 23 August):
 - Only the exact number of papers required for use should be copied within the purchasing school and all copies should be kept in a secure location.
 - Only those teachers involved with co-ordinating, setting or marking trial exams for the relevant courses (Ancient History, Modern History and/or History Extension) should be shown the exams.
 - Students who are completing these trial examinations should have no access to electronic devices that may allow them to copy or disseminate this material.
 - Teachers who privately tutor any of the history courses should not have access to these examination papers.
 - No examination paper is to be taken outside an examination room.
 - No element of these examination papers (questions, sources, marking criteria or responses) should be returned to students.
2. The exam papers are editable and may be adapted by the purchasing school.
3. Space has been provided on the papers for the purchasing school to add its own logo.
4. Please do not identify the papers as having been published by HTANSW.
5. Please do not advise students of the origins of the papers.
6. HTANSW remains the copyright holder for all papers. Both during the Confidentiality Period and beyond, the papers may be copied and used only by the purchasing school.

Your professionalism in safeguarding the integrity of these Trial Examinations and respecting copyright will assist HTANSW in continuing to support teachers and students with the provision of quality resources.

Confidentiality Period: from date of delivery until midday on Friday 23 August

Please turn over for PRE-ORDER FORM 

NOTE THE FOLLOWING PRE-ORDER REQUIREMENTS

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- An email will be sent to the **ordering teacher** to confirm delivery of papers to the Deputy/Principal.
- Contact details provided must remain current for 22 – 26 July.
- Papers will be delivered as a single PDF file for copying and use *only within the purchasing school*.
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