



# Bulletin

Issue 1 January 2000

Principal

VCE Coordinator

Careers Teachers

## Contents

<b>1</b>	<b>Role of VTAC</b>	<b>1</b>
<b>2</b>	<b>VICTER 2001</b>	<b>1</b>
<b>3</b>	<b>VICTER 2002</b>	<b>1</b>
<b>4</b>	<b>Careers Teacher Survey</b>	<b>1</b>
<b>5</b>	<b>Key sources of information and resources available from VTAC</b>	<b>2</b>
5.1	The VDATE system	2
5.2	The VTAC Website www.vtac.edu.au	2
5.3	The VTAC Guide to University and TAFE Courses	2
5.4	VTAC Access Points	2
5.5	Victorian Tertiary Entrance Requirements 2003 (Victor 2003)	3
5.6	Obtaining reference copies of the VTAC Guide 2001, ENTER into Tertiary Study and VICTER 2003	3
5.7	The VTAC Bulletin	3
5.8	Selection Report 1999/2000	3
5.9	The VTAC Annual Report	3
5.10	Back to the Books	3
5.11	Enter into Tertiary Courses	3
5.12	VTAC Career Easy	3
5.13	Careers Teachers Regional Briefing Sessions	4
<b>6</b>	<b>VTAC Guide 2000 and Back to the Books</b>	<b>4</b>
<b>7</b>	<b>IB Table</b>	<b>4</b>

## 1. THE ROLE OF VTAC

The Victorian Tertiary Admissions Centre (VTAC) is responsible for the administration of a joint selection system for undergraduate courses on behalf of Victorian Universities, TAFE Institutes and other providers, including interstate tertiary institutions and private providers.

VTAC also administers applications for the Graduate Diploma in Education courses.

VTAC does not select applicants or have any responsibility for the VCE curriculum or assessment. Selection is the responsibility of institutional course selection authorities and the VCE is the responsibility of the Board of Studies.

### VTAC's role is to:

- produce and distribute application materials to all groups of applicants including Year 12 students and non-year 12 applicants
- receive applications and pass them on to course selection authorities
- receive selection decisions from these authorities, on the basis of which offers of tertiary places are sent to applicants
- distribute VTAC data to Victorian secondary schools.

### Other activities include:

- information/briefing sessions for careers teachers, professionals
- tertiary information sessions for Non-Year 12 Applicants in conjunction with the Tertiary Information Service
- key sources of information and resources available from VTAC.

## 2. VICTER 2001

### ► Nursing (p. 26)

Monash, Gippsland: 30431 (HECS), 30432 (Fee), 30433 (O/S Fee)

Monash, Peninsula: 29371 (HECS), 29372 (Fee), 29373 (O/S Fee)

The prerequisite studies and middle-band selection for this course should read:

**Prerequisite studies:** Units 3 and 4-a study score of at least 20 in English, and one of Units 1 and 2-general mathematics or mathematical methods or Units 3 and 4-mathematics (any).

**Middle-band selection:** Applicants who have (a) a study score of 20 in any two of chemistry, biology, physics and human development will be deemed to have an ENTER of up to 2.0 percentage points higher; or (b) a study score of at least 20 in Units 3 and 4 of mathematics (any), will be deemed to have an ENTER of up to 2.0 percentage points higher.

## 3. VICTER 2002

### ► Nursing (p. 35)

Monash, Gippsland: 30431 (HECS), 30432 (Fee), 30433 (O/S Fee)

Monash, Peninsula: 29371 (HECS), 29372 (Fee), 29373 (O/S Fee)

The prerequisite studies for this course for 2002 should read:

**Prerequisite studies:** Units 1 and 2-general mathematics or mathematical methods. Units 3 and 4-a study score of at least 20 in English (any).

## 4. CAREERS TEACHER SURVEY

You will find enclosed in this Bulletin a copy of the annual VTAC Careers Teacher Survey. VTAC is committed to delivering a range of quality services to applicants, schools and institutions. As part of this process VTAC is seeking your feedback. Your thoughts and comments will assist us in improving our services, publications and processes for students.

We ask you to complete the survey and return it in the enclosed reply-paid envelope by **Friday, 18 February 2000.**

## 5 KEY SOURCES OF INFORMATION AND RESOURCES AVAILABLE FROM VTAC

### 5.1 The VDATE system

VTAC transfers all of its school data via the VDATE system. VDATE was introduced in October 1997 and operates separately to VTAC Career Easy. All data transferred to schools is done so in ASCII format which is a very basic file that can be down-loaded from your email package onto any word processing program.

### 5.2 The VTAC Website ([www.vtac.edu.au](http://www.vtac.edu.au))

The VTAC website is secure, user friendly, interactive and informative. It contains an on-line system that offers advice and assistance. The site is updated frequently to include the VTAC Bulletin, Clearly-in data and cancelled courses.

In addition to these facilities, the site also contains copies of all of VTAC's publications including the 'VTAC Guide 2000', 'VICTER 2001 and 2002', 'Back to the Books' and all copies of the 1999 VTAC Bulletin. In addition, the 1999/2000 Round 1 clearly-in is available from the career teachers section of the website from Friday 21 January, 2000. The VTAC Guide 2001 will be available on the VTAC website from Monday 24 July 2000.

### 5.3 The VTAC Guide to University and TAFE Courses

The VTAC Guide to University and TAFE Courses outlines courses available at participating institutions, including details of prerequisite studies, application details and procedures, special requirements, clearly in data, scholarship and other relevant information.

Information included both in the VTAC Guide and the VTAC website encompasses all groups of applicants (ie. year 12 students and non-year 12 applicants).

#### Obtaining the VTAC Guide 2001

Reference copies of the VTAC Guide 2001 will be available to all Victorian Secondary Schools from the week beginning Monday 24 July 2000. There is an important change this year to the ordering process which has changed in an attempt to reduce the number of Year 12 students using the VTAC Application Form from the VTAC Guide to (incorrectly) apply.

From this year, schools have the option of obtaining 'Year 12 Student' copies of the VTAC Guide which is marked 'Year 12 Students' on the front cover and does not contain an application form.

### 5.4 VTAC Access Points

For those without internet access VTAC has established a series of VTAC Access Points throughout the state. VTAC Access Points provide applicants with the opportunity to apply using the website and to discuss any general application issues with institutional staff.

The number and location of VTAC Access Points is constantly under review, however at the time of print VTAC Access Points were located at the following institutions:



Access Point internet kiosk

## VTAC Access Points

#### Gordon Institute of TAFE

Telephone: (03) 5225 0800/0801

#### Kangan Batman TAFE

Hume Campus  
Telephone: (03) 9279 2555

#### Box Hill Inst. of TAFE

Telephone: (03) 9286 9356

#### Central Gippsland Inst. of TAFE

Yallourn Campus  
Telephone: (03) 5127 0102  
Mid Valley Campus  
Telephone: (03) 5127 0102

#### Charles Sturt University

Albury/Wodonga Campus  
Telephone: (02) 6051 6811

#### Council of Adult Education

Telephone: (03) 9652 0697

#### Deakin University

Burwood Campus  
Telephone: (03) 9244 6333  
Geelong Campus  
Telephone: (03) 5227 2333

#### East Gippsland Inst. of TAFE

Telephone: (03) 5143 3566

#### RMIT University

City Campus  
Telephone: (03) 9925 2260

#### Sunraysia Inst. of TAFE

Telephone: (03) 5022 3666

#### Swinburne University of Technology

Hawthorn Campus  
Telephone: (03) 9214 8000

#### University of Ballarat

Mt Helen Campus  
Telephone: 1800 811 711  
SMB Campus  
Telephone: 1800 811 711

#### University of Melbourne (The)

Telephone: (03) 9344 6543

#### Victoria University of Technology

Telephone: (03) 9365 2543

#### Victorian Tertiary Admissions Centre

Telephone: 1300 364 133

#### Wodonga Institute of TAFE

Telephone: (02) 6055 6530

#### La Trobe University

Albury/Wodonga Campus  
Telephone: (02) 6058 3700  
Bendigo Campus  
Telephone: 5444 7222  
Bundoora Campus  
Telephone: (03) 9479 1993  
Shepparton Campus  
Telephone: (03) 5833 2517

#### Monash University

Clayton Campus  
Caulfield Campus  
Peninsula Campus  
Gippsland Campus  
Telephone: (03) 9905 1320

#### Northern Melbourne Inst. of TAFE

Preston Campus  
Telephone: (03) 9269 1200

To order multiple copies of the VTAC Guide 2001 for your school, you must do so via our electronic order form. The VTAC Guide 2001 will be delivered to the newsagent you nominate using our electronic order form in the quantities specified, and will be available from the 26 July, 2000.

Please be aware that all orders will be treated by the distributor, Gordon and Gotch, as final and **no credit refunds or returns** will be available. Orders cannot be cancelled once placed with Gordon and Gotch via the electronic order form on the VTAC website.

The cost of each VTAC Guide 2001 is \$5.50 (inc. GST). Your school will be invoiced for this amount (by your nominated newsagent, **NOT VTAC**) for each VTAC Guide 2001 ordered and your order will be distributed to a newsagent that you nominate for collection.

#### To place an order:

- Go to [www.vtac.edu.au/guideorder.html](http://www.vtac.edu.au/guideorder.html) (Here you will find current ordering information and a link to our on-line order form)

- Fill in your name
- Select your title from the pop-up options
- Select your school name from the pop-up options. Your school number and school name will appear automatically
- Check the appropriate box (yes or no) to notify VTAC if your school address is correct
- Select your nominated newsagent. First, select your postcode range. When you select a postcode range all of the available newsagents within that range will pop-up. The newsagent you select will be the one your copies of the VTAC Guide 2001 will be delivered to, so please ensure your nominated newsagent is within your postcode range. Once your newsagent is selected the newsagent address will automatically appear for your confirmation
- Enter your contact telephone
- Select the quantity of VTAC Guides 2001 required from the pop-up menu.
- Click on the 'submit' button to place your order.

The details of your order will then appear, and you may print this screen as an order confirmation.

Copies of the VTAC Guide (with application forms included) will be available to the general public at a cost of \$5.50 (inc. GST) per copy through most Victorian newsagents and some larger interstate newsagents from Friday 4 August 2000.

Alternatively all prospective applicants are invited to access the information via the VTAC website on <http://www.vtac.edu.au>.

### 5.5 Victorian Tertiary Entrance Requirements 2003 (VICTER 2003)

VICTER 2003 contains formal statements by the tertiary institutions regarding their 2003 entrance requirements. The book is intended for staff and counsellors who advise applicants and is essential reading for any school Principal, careers teacher, VCE Coordinator or course and careers counsellor.

VICTER 2003 will not contain TAFE courses, but will instead contain information about pathways into study, TAFE institutes, courses available at TAFE institutes and a range of other information which will benefit students.

### 5.6 Obtaining reference copies of the VTAC Guide 2001, ENTER into Tertiary Study and VICTER 2003

Free reference copies of the VTAC Guide 2001, ENTER into Tertiary Study and VICTER 2003 are available to all Victorian secondary schools.

In order to receive an appropriate number of reference copies, you must supply VTAC with details about the number of students in years 10, 11 and 12 currently enrolled at your school. You will no longer be sent the 'green form', but instead must provide this information to VTAC on-line using our electronic form. To complete the on-line form:

- Go to [www.vtac.edu.au/teachers/greenform.html](http://www.vtac.edu.au/teachers/greenform.html)
- Enter your name
- Select your title from the pop-up options
- Enter the name of the school careers teacher
- Select his/her title from the pop-up options
- Enter your telephone number
- Enter your fax number
- Enter your e-mail address
- Select your school name from the pop-up options. Your school number and school name will appear automatically
- Check the appropriate box (yes or no) to notify VTAC if your school address is correct
- Enter the number of 2000 VCE Year 12 Students. This is the actual number of students attempting AT LEAST two studies (units 3 and 4) in 2000. Do not include Year 11 (units 1 and 2) students or Year 11 students attempting one study at units 3 and 4
- Enter the number of 2000 VCE Year 11 Students
- Enter the number of 2000 VCE Year 10 Students
- Enter the number of 2000 International Baccalaureate Students
- Enter the name of the person authorising the information.
- Click on the 'submit' button to place your order

The details of your order will then appear, and you may print this screen as an order confirmation. Orders must be submitted to VTAC by 5:00pm March 13, 2000.

No additional copies of VICTER 2003 will be available for purchase. You can however, download additional copies from the VTAC website on <http://www.vtac.edu.au> or see the supplements in 'The Age' and the 'Herald Sun' in July 2000.

### 5.7 The VTAC Bulletin

The VTAC Bulletin is the medium by which VTAC updates the current VTAC Guide and announces any future changes to courses, their entrance requirements and VTAC procedures. It is also used from time to time to clarify misunderstandings regarding procedures and to announce coming events of interest.

#### Distribution

All Victorian secondary schools are automatically sent three copies addressed to the Principal. One copy is intended for the Principal, one for the Careers Teacher and one for the VCE Coordinator. Copies are also available on the VTAC website.

Schools are advised to keep a reference file of Bulletins since changes are sometimes announced more than a year in advance. By observing the Bulletin number (eg. "1/00" meaning "Issue 1 of 2000"), schools can detect whether an issue has been missed.

### 5.8 Selection Report 1999/2000

A summary of the Round one clearly-in data for 1999/2000 selection has already been published on the VTAC Website. The same data will be available on the website in July 2000 and in the VTAC Guide 2001.

### 5.9 The VTAC Annual Report

The VTAC Annual Report covers the activities of VTAC for the financial year. It brings together statistical information made available to institutions and other agencies, as well as financial and other reports. The VTAC Annual Report is only available from the VTAC website at [www.vtac.edu.au](http://www.vtac.edu.au) from July.

### 5.10 Back to the Books

This publication is targeted at adults returning to study and provides an overview of the issues associated with returning to study. As well as outlining a number of case studies, the book also covers such topics as returning to study, the types of study available, qualifications and experience (including general information on the various special entry schemes available at universities and TAFE institutes), contacts, and suggestions on where and how to best access information. Copies of the 2000/2001 version will be available from June 2000.

### 5.11 ENTER into Tertiary Courses

The ENTER booklet, as it is commonly referred to, is produced annually. The aim of the book is to provide an overview of how the Equivalent National Tertiary Entrance Rank (ENTER) is determined and to dispel popular urban myths that surround its calculation.

#### Distribution

Copies will be sent to all Victorian Year 10 students via their school in July. Orders must be submitted to VTAC by 5:00pm March 13, 2000 using our on-line form (see 5.6).

### 5.12 VTAC Career Easy

VTAC Career Easy is a data program that provides a way by which schools can organise VTAC information quickly and effectively to suit their needs. It comprises both a teacher module and a student module.

The teacher module takes VTAC data and presents it in a form that enables teachers to:

- provide accurate student destination information for quick dissemination and analysis
- counsel students on setting up a 'safety net' of course options
- identify students 'at risk' during ENTER and change of preference time and follow up applications to VTAC

The student module helps students to:

- plan their VCE studies by allowing them to monitor the effects of changing subject combinations on their prerequisites across the three relevant VICTER publications.
- sort course options on up to three OZJAC fields of study, ENTER and institution type; obtain a print-out of their tertiary options indicating special requirements, clearly-in data and VTAC Guide page number.

### Subscription

You can subscribe to VTAC Career Easy for an initial cost of \$250 and an ongoing annual subscription of \$60.00. Further details will be published in the next VTAC Bulletin. The 2000/2001 version will be available in July 2000.

### 5.13 Careers Teachers Regional Briefing Sessions

In 1999 VTAC conducted two series of regional briefing sessions. The first were in late July, early August, the second in December.

The July/August briefings provide an overview of the application and selection system and answer/address any questions or concerns raised.

The December briefings are targeted at the upcoming release of the ENTER and change of preference period.

Feedback from both sessions indicates that the new format, better choice of venue and smaller metropolitan sessions were extremely successful.

A complete schedule of VTAC's activities for this year will be available in a future Bulletin and on the VTAC website under 'Careers Teachers'.

## 6. VTAC GUIDE 2000 AND BACK TO THE BOOKS

A limited number of extra copies of last year's VTAC Guide and Back to the Books are now available free of charge. Schools will need to pick up copies from VTAC or arrange pre-paid delivery. Contact Dominic Miller at VTAC to place your order.

## 7. 2000 INTERNATIONAL BACCALAUREATE

The Base-Line Aggregate table for 2000 International Baccalaureate students will be as follows:

Passing IB score	Minimal Scaled Aggregate 2000	1999 equivalent Notional ENTER	Passing IB score	Minimal Scaled Aggregate 2000	1999 equivalent notional ENTER
45	211.2	99.95	34	171.2	94.05
44	207.5	99.85	33	167.6	92.75
43	203.9	99.70	32	164.0	91.40
42	200.3	99.55	31	160.4	89.65
41	196.6	99.25	30	156.7	87.90
40	193.0	98.90	29	153.1	86.05
39	189.4	98.45	28	149.5	84.00
38	185.8	97.85	27	145.8	81.75
37	182.1	97.10	26	142.2	79.50
36	178.5	96.30	25	138.6	77.15
35	174.9	95.25	24	135.0	74.55

**Note:** The 1999 equivalent ENTER is provided for information only. There is no guarantee of the Notional ENTER that will correspond to the respective aggregates in 2000. IB students are guaranteed a minimal scaled aggregate and not a minimal Notional ENTER.

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