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Copies of previous bulletins are available at:

www.vtac.edu.au

Bulletin

Principal

Careers Teacher

VCE Co-ordinator

Don't miss out!

The VTAC Bulletin

The VTAC Bulletin is your source of updated information to prerequisites, VTAC system rules and new and cancelled courses.

Careers teachers in particular are advised to read the information contained within the Bulletin to ensure you don't:

- Miss key VTAC deadlines such as the deadline for international students' registrations; career teacher briefing session registrations.
- Assume that an application, offer or change of preference deadline is just a date change.

Missing a deadline or getting the date wrong can result in briefing sessions being cancelled; schools being charged additional administrative fees for late registrations of international students; or students missing out on the change of preference period.

Key dates

A complete timeline of all key dates for Career Teachers is available on the VTAC website under Schools Liaison and VTAC CourseLink. These dates are also published on the VTAC Calendar sent to schools in March 2005.

REGISTERING FOR VNEWS: To arrange for your own personal version of the VTAC Bulletin, register for VNews now at www.vtac.edu.au! If you subscribed last year, you must re-register to ensure you keep getting copies of the VNews.

New! English Prerequisite

Where an institution requires English (any) as either an institutional requirement or prerequisite, "English (any)" will now be listed as a prerequisite. This is a clarification of what has already been published in VICTER and on the header pages of institutional entries in the VTAC Guide and will have little or no effect on Victorian VCE or Victorian IB students. This change is effective from VTAC Guide 2006.

Specifications pertaining to TAFE will be published in the next Bulletin.

Are you new to the VTAC system?

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

VTAC does not select applicants nor does it have any responsibility for the VCE curriculum or assessment. Selection is the responsibility of institutional course selection authorities; the VCE is the responsibility of the VCAA.

As part of its role, VTAC produces and distributes application materials to all groups of applicants including year 12 students and non-year 12 applicants.

Additionally, VTAC:

- Conducts information and briefing sessions for careers teachers and professionals.
- Conducts tertiary seminars for non-year 12 applicants and parents of VCE students.
- Receives applications and passes them on to course selection authorities.
- Receives selection decisions from these authorities, on the basis of which offers of tertiary places are sent to applicants.
- Distributes VTAC data to Victorian secondary schools.

New! New studies for 2005

As indicated on page seven of the VCAA Bulletin December 2004, during the review process of accreditation periods, changes to the titles of the following studies were approved:

- Sociology (accredited from 1 January 2006 to 31 December 2009) to replace Contemporary Australian Society
- International Politics (accredited from 1 January 2006 to 31 December 2010) to replace International Studies and Political studies.

Having checked with VCAA, VTAC has been advised that due to overlap in study content VCAA has determined that students who have obtained credit for:

- Contemporary Australian Society cannot obtain credit for any unit of Sociology
- Units 3 and 4 of either Political Studies or International Studies cannot obtain credit for the new units 3 and 4 of International Politics.

Therefore, the following additional restrictions on subject use in the ENTER calculation will apply, starting in 2006 (VICTER 2007):

Only one of the following combinations can be used in the best six (that is, in the calculation of the ENTER):

- Contemporary Australian Society / Sociology
- Political Studies / International Politics
- International Studies / International Politics
- No more than two Contemporary Australian studies can be included in the Primary Four. Other Contemporary Australian studies can be used as a 10% increment only. The Contemporary Australian studies include: Contemporary Society, Australian Studies, Contemporary Australian Society and Sociology.

VCAL

RMIT will accept VCAL senior level as equivalent to the VCE for entrance purposes. Victoria University has indicated that students undertaking VCAL will be considered on an individual basis.

All other universities have indicated that VCAL at senior level will not be accepted for entrance purposes.

For TAFE courses offered through VTAC the minimum tertiary entrance requirements include the satisfactory completion of the VCE and Units 3 and 4 English (any) or equivalent senior secondary completion such as Senior VCAL.

Independent tertiary colleges will base their decisions on individual results.

Repeat penalty

Any student repeating a VCE or IB study does not incur a repeat penalty of 10%.

Remember, some courses may consider the time taken to undertake or complete a VCE. This information is currently outlined in VICTER 2006 and 2007.

Legitimate one year VCE student

The definition of a legitimate one year VCE student is: No Enhancement increment available; No TAFE Increment available; No VET increment available; No unit 1/2 results from VCAA; VCAA Block credit for at least ten units at 1/2 level, obtained for study outside Victoria; No VCAA Block credit at 3/4 level; VCAA results of 5 scored sequences at 3/4 level in the one year being the only attempt at VCE.

International students

For the purposes of tertiary entry the definition of an international student is a current Victorian Year 12 VCE, VCAL or Victorian IB student who:

- does not have either Australian or New Zealand citizenship and
- has not been granted Permanent Residence status in Australia at the time they are attempting Year 12 studies in Victoria.
- does hold a temporary visa or is here under a parent's business visa

Schools with international students as defined above will be required to provide VTAC with a list of these students in early July 2005.

Schools missing the final deadline for notification will be charged a \$33.00 (per student) administrative fee for inclusions after that time.

Reference copies of all publications

New! Registering your year 10, 11 and 12 student numbers

In order to register the number of Year 10, 11 and 12 students enrolled at your school, you must complete the online form available at VTAC CourseLink under Teacher Access. You have a two week window in which to update this information.

- **Information available:** 12.00 noon, Monday 21 March 2005
- **Information closes:** 5pm, Friday 1 April 2005.

If you do not complete this process, then VTAC will automatically send schools a default number of publications.

The default numbers for each publication are:

- 5 copies of the VTAC Guide
- 10 copies of VICTER 2008
- 10 copies of the ABC of Applying
- 10 copies of Choice

Using the online form

To update your reference copy numbers go to VTAC CourseLink Teacher Access and follow the link. You MUST complete sections on the online form which state 'For free reference copies of VTAC publications...'

Checking your online order

You are able to check the number of students you have registered with VTAC, to do this, go to VTAC CourseLink, Teacher Access and follow the links. Make sure you have submitted your order before going in to check your numbers! Not as obvious as it sounds!!

Delivery of your reference copies

Your school's free reference copies will be delivered in week beginning Monday 18 July. Delivery will be prior to 3pm daily. All Victorian schools (both regional and metropolitan) will have their reference copies by no later than 3pm on Friday 22 July 2005. Bundles of publications will be marked 'REFERENCE COPIES'.

Ordering the VTAC Guide 2006 for your students

Schools no longer order purchased copies of the VTAC guide through VTAC.

To order your purchased copies please deal directly with your local School Newsagent. Schools may start ordering their purchased VTAC Guides from 12.00 noon Monday 21 March 2005.

- **Distributor:** Gordon & Gotch
- **Reference Code:** 80056 (purchased copies)

VTAC Resources

Publications

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.

All Victorian secondary schools are automatically mailed a single free copy addressed to the Careers Teacher.

Additional copies are available online in the VTAC Online Library.

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 (e.g. "1/05" meaning "Issue 1 of 2005"), schools can detect whether an issue has been missed.

VTAC Guide 2006 (at \$9.90 incl. GST)

The VTAC Guide 2006 outlines application procedures, institutional and course information for over 3000 undergraduate and many postgraduate education courses. All Victorian universities and TAFE institutes participate in the system. Additionally many interstate and Victorian and interstate independent tertiary colleges also participate.

The VTAC Guide 2006 is relevant from July 2005 until February 2006 when selection concludes. The VTAC Guide is available for purchase at \$9.90 (incl. GST) from major Victorian and selected interstate newsagents. Free reference copies are also supplied to schools and public libraries.

Back to the Books (Free)

Back to the Books is a first step in the process for adults who wish to further their education and return to study. This publication aims to clearly describe how best to prepare for returning to study as an adult. The book outlines hints on what to consider, giving you real life examples of adults returning to study and providing a suggested action plan.

Additionally Back to the Books details information sessions where you can come along and get your questions answered; contacts for institutional representatives and links to other useful groups or centres of information. Copies of Back to the Books are available from VTAC (\$5.00 postage and handling incl. GST), from participating institutions or at www.vtac.edu.au.

VICTER: Victorian Tertiary Entrance Requirements (Free)

VICTER contains formal statements by the universities and independent tertiary colleges regarding the corresponding entrance requirements. For example

VICTER 2006 TAFE information contained within VICTER includes pathways into study and the types of courses available at TAFE institutes. VICTER is intended for staff and counsellors who advise applicants and is essential reading for any school Principal, careers teacher, VCE Co-ordinator or course and careers counsellor.

This information is provided two years in advance so that students in Year 10 and other students contemplating tertiary studies can plan their VCE studies in light of the requirements of the institutions and courses for which they intend to apply. Free reference copies are sent to all Victorian Secondary Schools in July each year, additional copies are available through metropolitan newspapers and at www.vtac.edu.au in late July.

To ensure that your secondary school receives the appropriate number of reference copies you must complete the appropriate online form - see this Bulletin for specific information.

ABC of Applying 2006 (Free)

This is a companion to the VTAC Guide 2006 outlining the VTAC application process and filled with hints and contacts for Year 12 Students and their parents. The booklet also provides VCE parents with a simple explanation of the application and selection process. Free copies of this booklet are available secondary schools in late July 2005 and at www.vtac.edu.au from May 2005.

To ensure that your secondary school receives the appropriate number of reference copies you must complete the appropriate online form - see this Bulletin for specific information

ABC of Scaling 2005: Scaling and the ENTER - A Simplified Explanation (Free)

This publication provides a clear explanation of the ENTER and scaling. It is distributed to all VCE students (who receive an ENTER statement) in December each year. Free copies of this booklet are also available at www.vtac.edu.au from October.

Online publications and services

VNews

VNews is an electronic version of the VTAC Bulletin and is sent via email to an address nominated by you when you subscribe. Subscriptions are free and must be updated on an annual basis. Subscriptions for the 2005/2006 application and selection period are now open. Subscribe at www.vtac.edu.au.

The VTAC website (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. The Schools Liaison section is targeted specifically at careers teachers and schools.

VTAC CourseLink (Free)

Review and modifications

If you or your school has any suggestions to further enhance VTAC CourseLink, please ensure they are forwarded to: David Osborne, Manager Schools Liaison, 40 Park Street, South Melbourne 3205 by no later than Friday 11 March 2005.

Using VTAC CourseLink

The VTAC CourseLink User Guide is updated annually, the updated program will be available in July 2005.

Training for VTAC CourseLink is based on demand. VTAC has tentatively set aside time in May 2005 to conduct this training. Further information will be emailed to secondary schools using the registered address already recorded through CourseLink.

Forgotten your user name/password?

If there has been a change in your role within your school then a new password must be established. Follow the instructions outlined within the first screen in Teacher Access.

2004/05 statistics for CourseLink

The following statistics outline the CourseLink user log as at Monday 24 January 2005:

From 19 July 2004 - Monday 24 January 2005:

- 86,398 users accessed VTAC CourseLink
- 18,035 teachers using the login and password-protected Teacher Access
- 65,590 students have accessed through the Victorian program
- 1,841 students have accessed from interstate to check prerequisites

ENTER into Tertiary Study - a detailed explanation of the ENTER (Free online)

For the budding mathematicians out there, VTAC also produces a comprehensive explanation of scaling and the ENTER called ENTER into Tertiary Courses. The aim of the book is to provide a detailed explanation of how the Equivalent National Tertiary Entrance Rank (ENTER) is determined and to dispel popular urban myths that surround its calculation. This booklet is only available online at www.vtac.edu.au under Publications and Statistics.

The VTAC Annual Statistics 2003/2004 (Free online)

The publication of the VTAC Annual Statistics covers the activities of VTAC for the selection period of 1 July 2003 to 30 June 2004. It brings together statistical information made available to institutions and other agencies, as well as financial and other reports. The VTAC Annual Statistics is available at www.vtac.edu.au > Publications and Statistics from August. Statistical information dating back to 1996/97 is currently available.

Information seminars:

VTAC Briefing Sessions

VTAC briefing sessions provide teachers with the opportunity to meet with VTAC staff and discuss issues pertaining to the application and selection process. The sessions also provide for questions from teachers on any aspect of the application and selection process. Initial sessions take place in Metropolitan Melbourne in late July, with regional sessions following in early August.

Bookings for the sessions (both Metropolitan and Regional) will be taken via the internet. Access via the VTAC CourseLink program teacher access and will be opened in late May and teachers should ensure they register for sessions. Lack of registrations will result in sessions being cancelled. Further information will be available in the May 2005 Bulletin.



Processing fees

As reported in the December 2004 Bulletin, processing fees for the 2005/06 application and selection period will be:

- \$19 timely current year 12 applications (inclusive of GST)
- \$27.50 timely non-year 12 applications (inclusive of GST)
- \$66 late applications (inclusive of GST)
- \$88 very late applications (inclusive of GST)

For the 2006/07 application and selection period the processing fees will be:

- \$22 timely applications (inclusive of GST)
- \$66 late applications (inclusive of GST)
- \$88 very late applications (inclusive of GST)

Parent (VCE) information seminars 2004 report

Once again, VTAC, in conjunction with Victorian Careers Teachers, held a series of successful Parent sessions in both the Metropolitan and Regional areas of Victoria. The following table indicates the venues and numbers of parents and students in attendance

Wed 2 June	Essendon Keilor	160
Wed 16 June	Mildura	250+
Thurs 15 July	McKinnon SC	220
Mon 19 July	Berwick SC	100
Mon 19 July	Whittlesea SC	150
Tues 20 July	Keilor Regional Careers	235
Tues 20 July	Bentleigh SC	180
Thurs 22 July	Swinburne	90
Tues 27 July	Mentone St Bedes	600+
Tues 27 July	Wellington CA	150
Wed 28 July	Sandringham Coll	220
Wed 28 July	Mount St Josephs	50
Thurs 29 July	Ararat Community Coll	75
Mon 2 August	Colac group	230
Mon 2 August	Ballarat	190
Tues 3 August	Bendigo	350
Tues 3 August	Hamilton	220
Wed 4 August	Wimmera Careers	160
Wed 4 August	Wangaratta Careers	120
Thurs 5 August	Shepparton Careers	100
Mon 9 August	Geelong CTA	125
Mon 9 August	Bayside careers	85
Tues 10 August	Ivanhoe Girls	80
Tues 10 August	Sacre Coeur	70
Wed 11 August	Peninsula Careers	45
Wed 11 August	Loreto Mandeville	70
Mon 16 August	Benalla Careers	140
Mon 16 August	Melton Careers	150
Tues 24 August	RMIT (NSL)	500
Wed 25 August	RMIT (Parent)	150

VTAC Parent Information Seminars – proposed guidelines for 2005

Metropolitan

New! The success of the VTAC Parent Information Seminars has been overwhelming, so much so, that resources have been stretched beyond reason. As a result and to ensure the ongoing success of these seminars, VTAC intends to introduce changes to the administration of these events in 2005.

For the traditionally smaller sessions VTAC will provide school groups with training and resources to conduct their own session.

In the case of historically large sessions VTAC will continue to attend and conduct sessions in conjunction with the school groups. At this stage the following areas have been confirmed:

- Thursday 21 July South Eastern Metropolitan
- Tuesday 26 July St Bedes College/Kilbreda College
- Wednesday 27 July Bayside Careers Group
- Thursday 4 August Essendon Keilor College
- Tuesday 23 August RMIT Storey Hall

Regional Parent sessions will continue in the same format as in previous years. Regional schools are therefore encouraged to pool resources. History indicates that successful sessions are advertised widely throughout the local area.

When submitting a request your group of schools must:

- Indicate how they intend to advertise the evening and based on previous experience, the expected numbers.

- Ensure the night in question does not clash with other school activities e.g. Parent teacher night, school play or rock eisteddfod.
- Supply details of venue to be used and general set up for the evening including details of the equipment.

The briefings will run from mid July 2005 until the end of August 2005.

- Provide access to a data show and screen (unless otherwise negotiated).
- VTAC will supply own computer.
- All members of the IPS will be rostered according to resources
- Staffing numbers are limited and as a result not all requests may be able to be facilitated.
- Not all staff will attend all sessions.
- While VTAC will endeavour to meet all school group requests, the decision to attend a session is at the discretion of VTAC.

To register for this session, go to VTAC CourseLink, Teacher Access and download the appropriate form.

VTAC Briefing Schedule 2005 – proposed timeline and locations

The following schedule is a tentative and is published to give schools an idea of when VTAC will be in particular areas for Regional groups. Confirmation and venues will be published in later Bulletins and registrations will be via the CourseLink program as in previous years

New! Regional Briefings

Thursday 28 July	11.00am–1.00pm	Gippsland (Morwell)
Friday 29 July	10.30am-12.30pm	East Gippsland (Bairnsdale)
	11.00am-1.00pm	Mildura (venue tbc)

Metropolitan Briefings 2005

Tuesday 2 August	10.00am-2.30pm	VTAC Office (Melbourne) (new careers teachers only)
Wednesday 3 August	9.30-11.30am	VTAC Office (Melbourne)
	1.00pm-3.00pm	VTAC Office (Melbourne)
Thursday 4 August	9.30-11.30am	VTAC Office (Melbourne)
	1.00pm-3.00pm	VTAC Office (Melbourne)
Friday 5 August	9.30-11.30am	VTAC Office (Melbourne)
	1.00pm-3.00pm	VTAC Office (Melbourne)

Regional Briefings 2005

Monday 8 August	1.00-3.00pm	Geelong
	1.00-3.00pm	Bendigo
Tuesday 9 August	1.00-3.00pm	Warrnambool
	1.00-3.00pm	Swan Hill (depending on numbers)
Wednesday 10 August	1.00-3.00pm	Horsham
	1.00-3.00pm	Shepparton
Thursday 11 August	1.00-3.00pm	Ballarat
	1.00-3.00pm	Albury/Wodonga

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