

online Bulletin

BULLETIN OF THE VICTORIAN TERTIARY ADMISSIONS CENTRE

WEBSITE: www.vtac.edu.au

The VTAC Bulletin

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

Careers teachers must read the VTAC Bulletin to ensure that:

- › Key dates are not missed
- › Changes to processes are registered.

Missing a deadline or getting a process wrong will result in your students being disadvantaged.

Registering for VNews

To arrange for your own personal version of the VTAC Bulletin, register for VNews now at www.vtac.edu.au. Registrations are updated annually. Even if you did register last year, you must re-register to continue getting online updates.

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.

Processing fees for 2007

As reported in the December 2005 Bulletin, processing fees for the 2006/07 application and selection period will be:

- › \$22.00 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)

About VTAC

Here is some basic information about VTAC and the role it plays in relation to information provision, application and selection:

- › 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.

VTAC also:

- › 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.

Your Key to VTAC information & updates

key dates for career teachers

Registration for Year 10, 11 and 12 student numbers

Opens: Monday 27 March 2006 at 10.00am

Closes: Thursday 13 April 2006 at 2.00pm

VTAC Calendar

Delivered to schools at the end March 2006

Registration of international students for higher education courses

Opens: Monday 3 July 2006 at 10.00am

Closes: Thursday 20 July at 4.00pm

Registration for career teacher briefing sessions

Opens: Monday 3 July 2006 at 10.00am

Closes: Thursday 20 July at 4.00pm

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07
VTAC
Guide

Information for:
Current Year 12 students
-Year 12 applicants
Graduate Entry Teaching
applicants

English Prerequisite

Most institutions participating in the VTAC system require English as either an institutional requirement or prerequisite. To confirm this requirement all applicants are advised to check both the institutional pages and course entries.

Repeat penalty

The repeat penalty for VCE and IB students was removed for entry into courses in 2004 and beyond. This means that 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 or 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 and being the only attempt at the VCE.

Tertiary entry and definition of an International Student

The definition of an international student varies for secondary school and tertiary courses. VTAC provides the following definition, as outlined by the Commonwealth Government.

For the purpose of tertiary courses, an international student is defined as:

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 holder or is here under a parent's business visa

Schools with international students as defined above must provide VTAC with a list of these students via VTAC CourseLink.

CourseLink will be open for registrations from:
Monday 3 July 10.00am - Thursday 20 July at 4.00pm (End).

Schools not entering their data during this time will be charged an administrative fee of \$35.00 (per student).

Supporting secondary schools and students VTAC CourseLink (Free)

VTAC CourseLink is an initiative of the Victorian Tertiary Admissions Centre (VTAC). It is an interactive web-based program aimed to assist Careers Teachers, Counsellors, students (years 10-12) and their parents investigate course options based on a range of criteria including interests, studies undertaken and results.

The program has two distinct components:

- Password protected Teacher Access available free of charge to all Victorian schools that have VCE or IB enrolments in Years 11 and/or 12.
- Student access available free of charge to anyone with Internet access.

Ordering the VTAC Guide 2007 for your students

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 27 March 2006. Details to be included with your order are:

Distributor: Gordon & Gotch

Reference Code: 80056 (purchased copies only)

Free reference copies of VTAC publications

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:** 10.00am, Monday 27 March 2006
- **Information closes:** 2.00pm, Thursday 13 April 2006

We use this information to ensure your school gets the correct amount of reference material for your usage. If you do not complete this process, then VTAC will automatically send schools a default number of publications.

The default number for each publication are:

- 5 copies of the VTAC Guide 2007
- 5 copies of VICTER 2009
- 5 copies of the ABC of Applying
- 5 copies of Choice

Registering for reference copies of VTAC publications

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*'.

Note: These reference copies are free and limited.

Checking your online 'reference copy' registration

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

Reference copies of VTAC publications will be delivered to your school between Monday 17 July and Friday 21 July 2006. Packages will be marked 'REFERENCE COPIES' and will be delivered prior to 3pm.



Information seminars

VTAC Briefing Sessions for Careers Teachers and VCE coordinators

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 provide teachers with an opportunity to ask VTAC staff questions about all aspects of the application and selection process.

Sessions begin in late July in the VTAC offices at South Melbourne. Registrations are essential for all sessions. Interested participants can register for a session. Regional sessions, in particular, will only run if adequate registrations are received.

To register, log onto VTAC CourseLink:

Opens: 10.00am Monday 3 July 2006

Closes: 4.00pm Thursday 20 July 2006

VTAC Briefing Seminars for Parents of VCE students

The success of the VTAC Parent Information Seminars has been overwhelming, so much so, that resources have been stretched beyond reason.

Therefore the following changes are proposed for 2006.

A training session and information package for groups of careers teacher and/or VCE coordinators will be held in late June, in preparation for third term. These sessions will be specifically designed to ensure that you can provide VTAC information in an informed and confident manner.

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 seminars have been confirmed for 2006:

Confirmed dates for seminars for VCE parents

Monday 31 July: St Bedes College/Kilbreda College

Tuesday 22 August: RMIT Storey Hall

Regional parent seminars

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

Registering for a VTAC parent information seminar

School groups must complete the VTAC Parent Information Seminar form and return it to David Osborne fax (9686 6054) by no later than Friday 24 February, 2006.

When submitting a request your group of schools must complete the online registration form, available from VTAC CourseLink, Teacher Access. As part of this process, you 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.
- Provide a computer and access to a data show and screen (unless otherwise negotiated).

The briefings will run from mid July 2005 until the end of August 2005. Staffing resources are limited and as a result, not all requests may be facilitated. While VTAC will endeavor to meet all school group requests, the decision to attend a session is at the discretion of VTAC.

Proposed timeline and locations for 2006

The following schedule is tentative and will be adjusted, based on participant registration. Confirmation of dates and venues will be published in the July 2006 Bulletin.

Monday, 24 July

Gippsland (Morwell) 11.00am-1.00pm

Tuesday 25 July

East Gippsland (Bairnsdale) 10.30am-12.30pm

Mildura 11.00am-1.00pm

Tuesday, 1 August

New careers teachers (only) 10.00am-2.30pm

Wednesday 2, Thursday 3, Friday 4 August

Metropolitan Melbourne - VTAC Office

Morning 9.30-11.30am

Afternoon 1.00pm-3.00pm

Monday 7 August

Geelong 1.00-3.00pm

Bendigo 1.00-3.00pm

Tuesday 8 August

Warrnambool 1.00-3.00pm

Swan Hill (tbc) 1.00-3.00pm

Wednesday 9 August

Horsham 1.00-3.00pm

Shepparton 1.00-3.00pm

Thursday 10 August

Ballarat 1.00-3.00pm

Albury/Wodoga 1.00-3.00pm



VTAC Guide: A Guide to University and TAFE courses

A one-stop information source for anyone applying through the VTAC system. This publication contains descriptions of all the institutions participating in the VTAC system, the courses they offer, the requirements of those courses and instructions on application procedures. The VTAC Guide is available from all major Victorian and selected interstate newsagents for \$9.90 and reference copies are sent to all Victorian schools.

ABC of Applying: Getting it Right

A companion to the Guide, ABC of Applying summarises (for parents of VCE students) all the vital information needed for the application process without all the course and institutional information contained in the Guide. All Victorian schools are sent one copy per year 12 student.

Back to the Books: Planning your Return to Study

Are you an adult thinking of returning to study? Rejoining the tertiary system can seem daunting after a break. Back to the Books provides a simple explanation on issues relevant to adults returning to study along with profiles on people who went 'Back to the Books' and their experiences. It is available from all tertiary institutions in the VTAC system, libraries and Centrelink offices.

ABC of Scaling: Scaling and the ENTER

A pamphlet that explains in simple terms how VTAC scales the VCE study scores and then calculates the ENTER from those scaled scores. A copy is mailed to all VCE students (who qualify for an ENTER) with their ENTER statement in December of each year.

VICTER: Victorian Tertiary Entrance Requirements

VICTER allows institutions to outline the VCE study requirements needed for entry into their courses in two years time. This advance information is vital for year 10 students planning a VCE curriculum and a future tertiary direction. All Victorian schools are sent a reference number of copies based on the number of year 10 students enrolled.

CHOICE! VCE Studies and the ENTER

A companion booklet to VICTER, it provides a snapshot of the tertiary system for year 10 students, explains the terms they need to be familiar with and debunks some of the myths commonly associated with choosing subjects by using real life examples. All Victorian schools are sent one copy per year 10 student and an abridged version is published in Melbourne Metro newspapers in July.

SEAS: Special Entry Access Schemes

SEAS is the centralised application program for special entry schemes available at participating tertiary institutions in Victoria. The SEAS booklet lists all the institutions, their special entry schemes, criteria for applying to those schemes and application instructions. Copies of the booklet are available from all Victorian schools and from institutions participating in the SEAS program.

ABC of Offers: Understanding the Offers System

A pamphlet explaining the VTAC process of making course 'offers' and the procedures an applicant needs to follow to accept, reject or defer an offer. A copy is included with the letter that is sent to all applicants in mid-January that advises if an offer has or hasn't been made.

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 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.



Electronic copies of all publications are available in the 'Publications and Statistics' section of the VTAC website <www.vtac.edu.au>