



2007 Important Dates

- Closing date timely applications:
Friday 28 September 2007
- ENTERs released:
Monday 17 December 2007

All other dates and times are yet to be confirmed.

Key dates

A complete timeline of all key dates will be available from 31 March 2007 from the VTAC website.

Dates will also be included in the VTAC Calendar which will be sent to schools in March 2007.

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.

About 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 Independent Tertiary Colleges. This includes the distribution of application information to institutions and offer information to applicants.

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 distributes year 12 information to Victorian and interstate senior secondary schools and providers, and conducts information and briefing sessions for careers teachers, parents of Year 10 and VCE students, and other professionals.

Keep up to date

To keep up to date about new courses, cancelled courses and processes, register for VNews now at www.vtac.edu.au

Definitions and policy matters affecting current year 12 students

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.

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 Commonwealth government definition of an international student differs from that of the Victorian State Government.

Schools are advised to read the following information carefully to ensure that international students applying for a tertiary course in 2008 are not disadvantaged.

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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 not hold an Australian permanent visa (including refugees and asylum seekers waiting for permanent residence visa)

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



To register your International students login to the VTAC CourseLink program and follow the prompts.

- Registrations open: 9.00am Monday 16 July 2007
- Registrations close: 5.00pm Friday 23 July 2007

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

Reference copies of VTAC Publications

Registering numbers of Year 10, Year 11 and Year 12 students

Each year VTAC sends schools free reference copies of the following publications:

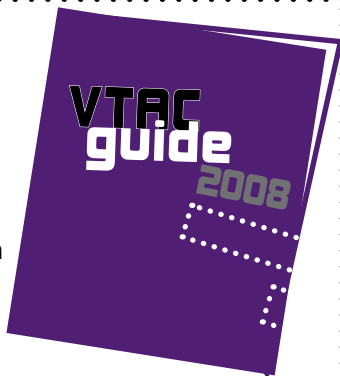
- VICTER 2010 (limited number)
- ABC of Applying (one per student)
- Choice - a companion to VICTER (one per student)
- VTAC Guide 2008 (limited number)

To ensure that your school receives the correct number of copies for each publication VTAC requires that you register your student numbers for Years 10, Year 11 and Year 12 through VTAC CourseLink.

- Registrations open: 9.00am Wednesday 18 April 2007
- Registrations close 5.00pm Friday 4 May 2007.

The cost for the VTAC Guide 2008 will be RRP \$12.95.

Copies of the VTAC Guide will be available for sale from Monday 30 July.



How to register

To register 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!

Delivery of your reference copies

Reference copies of VTAC publications will be delivered to your school between Monday 16 July and Friday 20 July 2007.

Packages will be marked 'REFERENCE COPIES' and will be delivered prior to 3pm.

Ordering student copies: VTAC Guide 2008

There are two ways in which year 12 students can purchase their VTAC Guide 2008.

- Students can go to their local Newsagent and purchase their own copy from Monday 30 July (RRP: \$12.95).

OR

- from their own school (RRP: \$12.95)

To pre-order student copies of the VTAC Guide, log onto VTAC CourseLink. Schools may order any number of copies of the VTAC Guide and nominate their preferred newsagent as part of this process.

Orders are not finalised until after 5.00pm on Friday 18 May 2007 and may be changed at any time prior to this time.

Pre-ordered VTAC Guides will be delivered one week prior to them going on sale through newsagents.

- Registrations open: 9.00am on Monday 7 May 2007
- Registrations close: 5.00pm on Friday 18 May 2007

VTAC Briefing Seminars for Parents of VCE students

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. VTAC will not attend single school events in 2007.

The following seminars are confirmed for 2007:

St Bedes/Kilbreda

VCE Parents Information Seminar

Venue: Kilbreda College

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 23 February 2007.

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 you intend to advertise the evening and based on previous experience, the expected numbers

Your school group must also:

- 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 2007 until the end of August 2007. 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.

Key dates for Careers Teachers

Register Year 10, Year 11 and Year 12 Students

Opens: 9.00am Wednesday 18 April 2007
Closes: 5.00pm Friday 4 May 2007

VTAC Calendar

If you wish to order any extra copies of the annual VTAC Calendar then please email: david@vtac.edu.au.

Ordering student copies for the VTAC Guide

Opens: 9.00am Monday 7 May 2007
Closes: 5.00pm Friday 18 May 2007

Registration of International Students

Opens: 9.00am Monday 16 July 2007
Closes: 5.00pm Friday 23 July 2007



VTAC Guide: A guide to tertiary 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 \$12.95 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 number of reference 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 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 under *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>

VTAC Briefing sessions: proposed timeline and locations for 2007

The following schedule is tentative and will be adjusted, based on participant registration. Confirmation of dates and venues will be published in the July 2007 Bulletin.

These sessions are held every year by VTAC staff and cover a wide range of issues including changes to VTAC Guide, application process, SEAS and other items of genuine interest to all Careers Teachers.

We have one dedicated session for newly appointed Careers Teachers and this is the first metropolitan session.

Metropolitan sessions

All metropolitan sessions are held at the VTAC office 40 Park Street South Melbourne

Monday 30 July	Tuesday 31 July	Wednesday 1 August	Thursday 2 August	Friday 3 August
Newly appointed Careers Teacher day	Careers Teachers	Careers Teachers	Careers Teachers	Careers Teachers
10.00am—2.30pm	9.30am—11.30am 1.00pm—3.00pm	9.30am—11.30am 1.00pm—3.00pm	9.30am—11.30am 1.00pm—3.00pm	9.30am—11.30am 1.00pm—3.00pm

We are offering another 2 sessions during this particular week to prevent the overcrowding we are getting at these sessions. We are set up to have 60 persons attending each session, however this year we had over 80 people in some sessions making it very uncomfortable for participants.

This had serious implications as we were well over any OHS&E requirements for people attending the sessions and it was a cause for concern if we had to evacuate the building.

Regional sessions

The first Regional sessions will be held during the week of Monday 30 July 2007.

Tuesday 31 July Gippsland Region Monash University Gippsland 1.00—3.00pm	Monday 6 August Geelong/Bendigo 1.00—3.00pm
Wednesday 1 August East Gippsland Nagle College Bairnsdale 11.00—1.00pm	Tuesday 7 August Warrnambool/SwanHill 1.00—3.00pm
Mildura Mildura SSC Mildura 10.30—12.00noon	Wednesday 8 August Horsham/Shepparton 1.00—3.00pm
	Thursday 9 August Ballarat/Wodonga 1.00—3.00pm

The venues for the Regional briefing sessions will be advised later in year via the VTAC Bulletin and email. VTAC welcomes any school who can offer a venue to help with the running of these sessions.

IMPORTANT DATES FOR APPLICANTS

Main undergraduate offers (Round One)

Round 3 offers available on MyInfo	15 February (2pm)
Round 3 offers in the mail	16 February