

Year 12 2014 Final Careers Information



Dear Year 12 Student,

Congratulations and well done on lasting the final few weeks of secondary schooling. I am writing to advise you of a few things you need to remember in regards to your course and career options for 2015. By now, you should have completed your VTAC course selection process and have remembered to record your PIN number, printed out your VTAC Preferences receipt number and paid your application fee online. Although, you have completed this process you will still have a chance to **CHANGE YOUR PREFERENCES** once your results have been received. I have put together a *Careers Pack* for you in which you will find information regarding Change of Preference time. You might like to spend some time after the exams reading this information and taking time to reconsider other courses now available to you. Take note of new, cancelled and amended courses, use of the Negotiated Offer and when to contact Selection Officers. Remember that you have done extremely well to come this far, and a little planning on your part after the exams will help to see you successfully placed in a tertiary course or employment. Check the VTAC website for the information you require during Change of Preference.

Included in this letter is:

- 1. Dates and references for Change of Preference.**
- 2. University contacts for use during Change of Preference time.**
- 3. Enrolment information for institutions**
- 4. 2014 VCE Results and ATAR Service via VTAC & VCAA**

To assist you in this Change of Preference process I will be in the Careers Room between **9.00am and 3.00pm on Monday 15th and Tuesday 16th December 2014**. No appointment will be necessary, just turn up, sign in and wait your turn. Of course, you can use the waiting time to do some research of your own using the Careers Room computers, the Course Handbooks, Course brochures and the VTAC Guide. I must stress that we will not be able to make exceptions to this as we trying to make it as fair a process as possible. Therefore, if you are going to miss work or come during your lunchtime you will need to make arrangements regarding time lost as we cannot guarantee that you will be seen at the exact time you expect.

The VTAC Change of Preference will be open from 9.00am on Monday 24th November 2014 and will close precisely at 12.00 noon on the 22nd December 2014. During this period, many Universities and Institutes of TAFE run special Change of Preference programs. Details will be on the radio, in the press and here at the College. I encourage you all to make use of them.

Monash University will also be sending a representative to assist students with Change of Preference questions on Monday 15th December. The representative will be available during 9am-12pm (3hours) to answer specific questions in regards to Monash University courses. A Change of Preference Expo will be held at Monash University Caulfield campus on Wednesday 17th December. Students and parents are welcome to attend either of these information services.

Offers for places will be available in your offers tab in your VTAC account and in the press on Monday 19th January 2015 (from 2.00pm). Written confirmation should be received in the mail during this week also. Therefore you will need to have strategies in place BEFOREHAND should you not receive an offer. The best time to get help for these strategies will be during Change of Preference time in December. I wish you success in your end of year examinations and in your applications for University and TAFE courses.

Sincerely,

Mr Tim Ford
Careers Coordinator

Ready Reference VTAC Calendar Dates & Important Information

DATE	EVENT	COMMENT
November 24th	Change of Preference	Opens for all applicants
December 15th 7.00am	VCE Results and ATAR released <ul style="list-style-type: none"> ▪ VCE results released and ATAR released on Results 2014 service. ATAR statements in the mail the same day December 15. ▪ To get a full list of results and ATAR log onto www.results.vcaa.vic.edu.au from 7.00am on 15th December. 	Internet: You will need your VCAA number, and PIN. Log onto www.results.vcaa.vic.edu.au or www.vtac.edu.au
December 15th – until Monday December 22nd 12 noon	Change of Preference time	Use the Internet to change some or all of your preferences. You need your VCAA number and PIN.
January 19th – 2.00pm	1st Round Offers available from 2.00pm www.vtac.edu.au you will need you VCAA number and PIN <ul style="list-style-type: none"> ▪ Offers available in daily paper and by mail on 19 January ▪ <u>TO ACCEPT YOUR OFFER GO TO ENROLMENT</u> ▪ Deferring – check with the institution that makes you an offer and ensure that you can defer. Every course has different deferment options. 	If you are going overseas or interstate make sure you have someone available to collect your post and contact you regarding your offer. Enrolments: Enrolment procedures will be outlined in your letter of offer and online. Remember: <ul style="list-style-type: none"> ▪ <u>ALWAYS ACCEPT YOUR FIRST OFFER YOU CAN REJECT IT LATER IN SUBSEQUENT ROUNDS IF OFFERED SOMETHING AT A LATER DATE.</u> ▪ If you have been offered a place you will find your name in the paper, surname, first and second initial and postcode to identify you. ▪ If you have indicated on VTAC application that you didn't want your offer published it will not appear in the papers.
February 5th (2pm)	2nd Round Offers available from 2pm <ul style="list-style-type: none"> ▪ 2nd Round Offers in post and press on February 6th. 	
February 7-28	Supplementary Offers available between 7-28 February 2015	Supplementary offers are processed weekly. VTAC will advise you if you have received a supplementary offer and will send you a letter in the post.

1. New, Cancelled and Amended Courses

Please check the VTAC website carefully for any new, cancelled and amended courses. Cancelled courses should be removed from your preference list in the December period. New courses may be added to your preference list as long as you meet the prerequisite studies and any extra requirements.

Ready Reference VTAC Calendar Dates & Important Information

2. HOTLINE: Change of Preference and 1st Round Offer Contacts

Use the Hotline numbers below during the Change of Preference week. Course Advisors will be available to discuss Clearly-In ATAR ranks, Middle Band Options and anticipated course offers to be made. Should you miss out on a place in January after first round and you believe your ATAR is within range of middle band selection, you should make an effort to contact the **SELECTION OFFICER** for the course you want to get into. Sometimes the personal contact helps to put a name to an application and you could well be asked in for an interview to present your case as to why you should be selected for a course. Selection Officers have the discretion to interview applicants to fill courses and your enthusiasm to be selected could make the difference between getting a place and missing out. The Selection Officer may even be able to advise you on the possibility of a second round offer.

INSTITUTION	WEBSITE	HOTLINE
The University of Melbourne	www.cop.unimelb.edu.au/	Free call 1800 801 662 8344 6543 or 8344 6124
Monash University	http://destination.monash/change-of-preference/	1800 MONASH (1800 666 274)
Swinburne University of Technology	www.future.swinburne.edu.au/change-of-preference/	1300 368 777
Australian Catholic University	http://www.acu.edu.au/study_at_acu/courses	9953 3062
Deakin University	http://choose.deakin.edu.au/?utm_source=du-homepage-slider&utm_medium=slider&utm_campaign=choose	1300 DEGREE (1300 334 733)
RMIT	www.rmit.edu.au/cop	99252260
Victoria University	www.vu.edu.au/future-students/vtac-preferences#	1300 842 864
Latrobe University	http://www.latrobe.edu.au/students/new-students	1300 135 045
TAFE Course Line	www.tafe.vic.gov.au	131 823 – to access the full range and availability of TAFE courses.
Chisholm Institute of TAFE	www.chisholm.vic.edu.au	1300120345
Holmesglen Institute of TAFE	www.holmesglen.vic.edu.au	9564 1555 1300 693 888
Box Hill Institute of TAFE	www.boxhillinstitute.edu.au	9286 9356 1300 269 445

- Correct at time of printing check institution updates closer to the dates for any changes

If you miss out on a TAFE place then contact the TAFE directly to find out about further options. Check your **VTAC Guide** for contact numbers for TAFE. You can also check the TAFE Course Line for Direct Entry and Short Course listings.

Ready Reference VTAC Calendar Dates & Important Information

3. Negotiated Offer Process

Negotiated Offers, or previously known as Irregular Offers, are designed to give applicants a last chance to reconsider their courses. The Application for Negotiated Offer form is available from the VTAC website on www.vtac.edu.au also see PAGE 62-63 in the VTAC Guide for a full explanation of how to use a negotiated offer.

You can apply for a Negotiated Offer if you have:

- Received an offer but want to be considered for a course lower down on your preference list.
- Received an offer but want to apply for a course not on your preference list, and for which you have met the requirements and ATAR.
- Not received an offer and want to apply for courses not listed on your preference list, but for which you have met the requirements and ATAR.

For information regarding any of the following use the VTAC Internet Site at

www.vtac.edu.au

- **Negotiated Offers**
- **New, Cancelled and Course Amendments**
- **Advisory Letters – for courses which select on interview and folio**
- **Institution and Course Information**

4. Enrolment Information

After offers are made students will receive information regarding enrolment. Check the institution websites for details of enrolment procedures in January 2015.

- Commences the week after offers are made from **Friday January 23rd to Friday January 30th for 1st Round Offers**
- You will be sent an enrolment pack (either in the mail/post or via email) – **read carefully!**
- You will need a **Tax file Number**
- You will need an institution **Handbook** – outline of the units of study you must select from. Refer to the institution's website for full outline of units.
- Takes a full day – student card issued, selecting subjects for semester 1 etc.
- Possibility of having to pay on the day for student amenities, therefore you should have **at least \$500 - \$1,000** ready for both University and TAFE enrolment. This information will be in your enrolment pack.

It is vital that you attend enrolment day or at least **organize a proxy to enrol you if you are unable to attend.**
Students who do not attend enrolment will loose their offer.

Please check the information surrounding each institutions policy on enrolment especially on proxy enrolments
<http://www.vtac.edu.au/courses-inst/institutions/enrolment.html>

Check university websites for information on Orientation Weeks in February and March.

Ready Reference VTAC Calendar Dates & Important Information

2014 VCE Results & ATAR Service

VCAA and VTAC offer you a range of options to access your VCE results and ATAR. VCE results and ATAR will be available on the 2014 Results and ATAR service from 7.00am Monday 15th December

View your results online

Results will be available online from 7am Monday 15 December to 5pm Friday 19 December.

Log on to www.resultsandatar.vic.edu.au

using your student number and PIN (this is your VTAC ID).

This service is free and operates 24 hours a day. The website is optimised for smart phones and other mobile devices with an internet browser.

Get your results by SMS

Register to receive an SMS on the morning results come out. Registration is open from 9am Monday 10 November until midnight Sunday 14 December by sending your student number (without the letter) and PIN to 19 787 888 (\$1.10 incl. GST). From 7am on Monday 15 December until 5pm Friday 19 December results can be obtained immediately. For more information go to Results and ATAR Service: SMS.

SMS provided by Salmat Digital. SMS cost \$1.10 max (incl. GST). Service closes on Friday 19 December at 5pm. You must have the bill payer's permission to use this service. SMS helpdesk 1800 501 083.

Mail Delivery

VCE results and ATAR statements will arrive in the mail from Monday 15th December

VCE certificates will be distributed by the College, not mailed with the results.

Need help understanding your VCE results or ATAR?

Contact PRAS for answers

The Post Results and ATAR Service (PRAS) is a joint enquiry service provided by staff of both the Victorian Curriculum and Assessment Authority (VCAA), who are responsible for your VCE results, and the Victorian Tertiary Admissions Centre (VTAC), who are responsible for the calculation of your ATAR. If you are confused about your VCE results, ATAR or scaling, PRAS is your one stop shop of experts. Contact them by telephone or email

Phone (03) 9032 1717 or our toll free number 1800 653 080

Email pras@edumail.vic.gov.au

The PRAS service is available:

7am-5pm Monday 15 December

9am-5pm Tuesday 16 December

9am-5pm Wednesday 17 December

If you haven't received your VCE statement of results or ATAR statement by Tuesday 16 December, don't panic! Check with Australia Post, or if you have recently moved, check your old address.

REMEMBER – CHANGE OF PREFERENCE COUNSELLING WITH MS. SEREMETIS AT SCHOOL

Monday 15th – Tuesday 16th December (2 days), 9.00am and 3.00pm

No appointment will be necessary, just turn up, sign in and wait your turn.