



VICTORIAN TERTIARY ADMISSIONS CENTRE

# Applying for tertiary study in 2023







VICTORIAN TERTIARY ADMISSIONS CENTRE



# What is the Victorian Tertiary Admissions Centre (VTAC)?



- Central point for course applications to Victorian universities, TAFEs and colleges
- Central point for special consideration (SEAS) applications and many scholarship applications
- VTAC calculates the Australian Tertiary Admission Rank (ATAR) for Victorian Year 12 students
- Want to apply interstate? There are tertiary admissions centres for each state and territory



## In this session...

- Researching courses
- Applying for courses
- Special consideration (SEAS) and scholarships
- Getting your results and course offer
- Scaling and the ATAR





# The VTAC application process – a birds eye view



Check website for complete listing of dates

# Year level guides

## A GUIDE FOR

Current Year 12 students

Current Year 11 students

Current Year 10 students

### VTAC Year 10 Guide

Choosing senior school studies for the right reason

If you're a current Year 10 student, this guide is designed to help you choose your Year 11 and 12 studies.

START READING



### VTAC Year 11 Guide

Choosing year 12 studies that are right for you

If you're a current Year 11 student, these pages are designed to help you research tertiary courses and choose your Year 12 studies.

START READING



### VTAC Year 12 Guide

Researching courses and applying

If you're a current Year 12 student, these pages are designed to help you research and apply for tertiary courses.

START READING



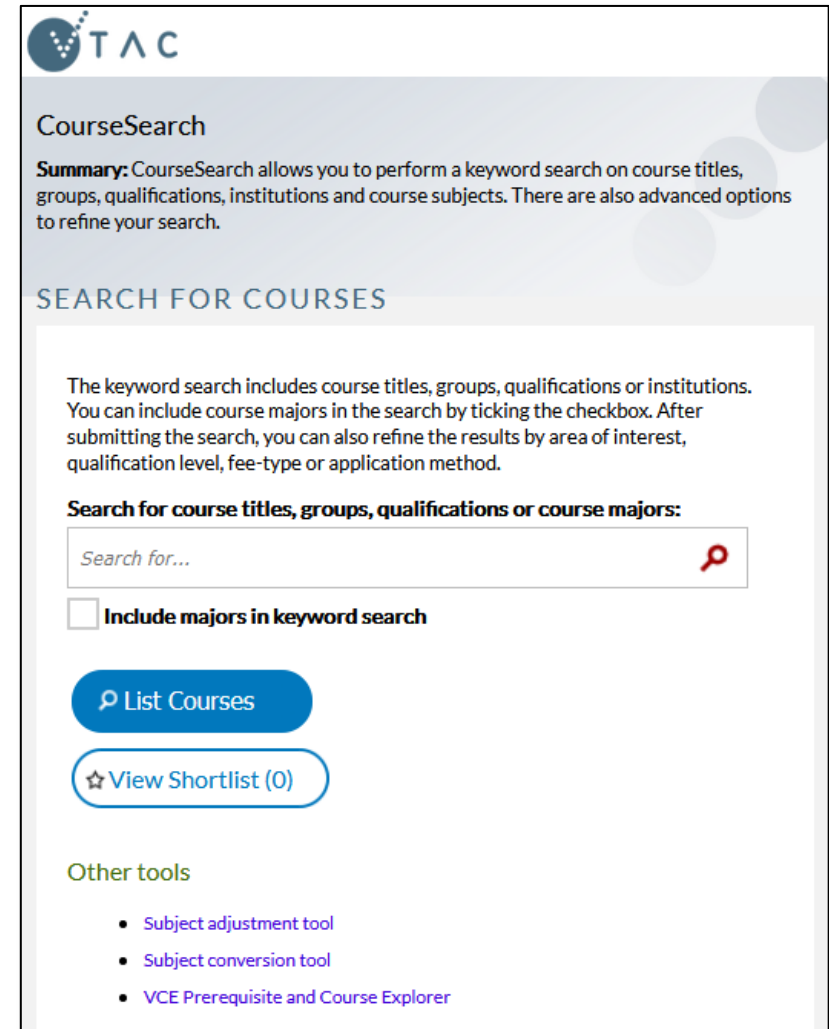
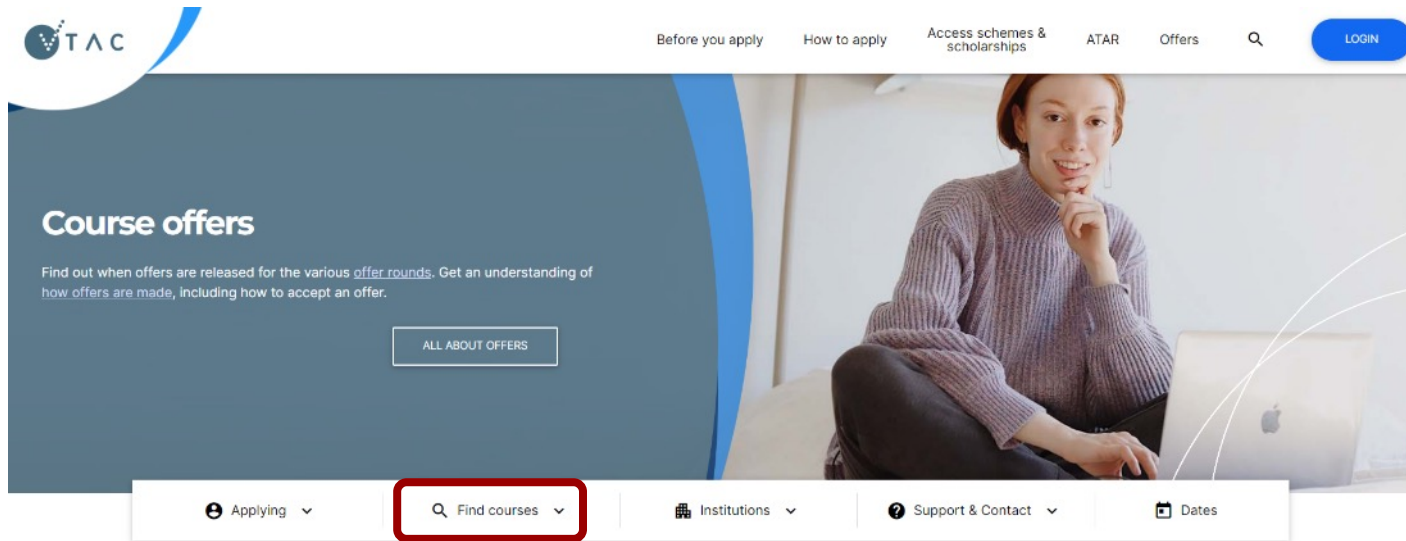
# Finding courses

# CourseSearch

Compare course information for all tertiary institutions in Victoria

Link from the website

Advanced search options include filtering by institution, area of interest, and qualification level





# Different types of tertiary courses

VET

Higher Education

Cert II-IV

Diploma

Advanced  
Diploma

Advanced  
Diploma

Associate  
Degree

Bachelor  
Degree

Graduate  
courses

# CourseSearch: areas of interest

1 **Course Title** **Sector** 2

3 Qualification/award name: minimum duration 4

5 Institution

6 Campus

6 Course code

FEETYPE FT/PT VTAC/DIRECT 7 8 9

10 COURSE OUTLINE

11 Major studies

12

Current Year 12 Recent secondary graduate Applicants with higher education study Applicants with VET study Applicants with work and life experience

13 ESSENTIAL REQUIREMENTS AND ADMISSION CRITERIA

Essential requirements for selection and application

Essential requirements for enrolment or graduation

Admission criteria

At a glance

Essential requirements for selection and application

Essential requirements for enrolment or graduation

Admission criteria

15 ATAR PROFILE

Course code	Campus	ATAR (excluding adjustment factors)			Selection rank (ATAR plus any adjustments)		
		Highest	Median	Lowest	Highest	Median	Lowest

Understand a course entry

1 Course Title **Sector** 2

3 Qualification/award name: minimum duration 4

5 Institution

6 Campus

6 Course code

FEETYPE FT/PT VTAC/DIRECT 7 8 9

10 COURSE OUTLINE

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		Highest	Median	Lowest	Highest	Median	Lowest

‘How to use CourseSearch’  
fact sheet available at [vtac.edu.au](http://vtac.edu.au)

Essential Requirements and Admission Criteria  
“What do I have to do to get in?”

ATAR Profile  
“How competitive is it to get in?”

# What requirements might exist?

## Prerequisites

Any VCE subjects you must complete to be eligible for an offer

## Interview

## Personal statement

## Audition

## Folio presentation

## CASPer test

Online test needed for most teaching courses

## Subject adjustments

Extra points for completing VCE subjects relevant to the course

## SEAS

Special consideration



# Two types of essential requirements

## Essential requirements for **selection and application**

- Prerequisite subjects
- Interview
- Test (e.g. Casper)
- Audition
- **Nursing and Midwifery English Language declaration**





## Essential requirements for **enrolment or graduation**





- Immunisations
- Police check
- Working with Children Check

You need to complete these to apply and receive an offer

You don't need to complete these until you have successfully received an offer

# Ranking applicants

ATAR			
1	Taylor	95.00 ATAR	
2	Yang	90.00 ATAR	
3	Josh	85.00 ATAR	
4	Riley	80.00 ATAR	
5	Malik	75.00 ATAR	
6	Ava	70.00 ATAR	

Selection rank			
1	Taylor	95.00 ATAR = <b>95.00 selection rank</b>	
2	Yang	90.00 ATAR + subject adjustment = <b>94.00 selection rank</b>	
3	Malik	75.00 ATAR + SEAS + subject adjustment = <b>86.00 selection rank</b>	
4	Josh	85.00 ATAR = <b>85.00 selection rank</b>	
5	Riley	80.00 ATAR = <b>80.00 selection rank</b>	
6	Ava	70.00 ATAR = <b>70.00 selection rank</b>	

# Publishing information (ATAR-based selection only)

ATAR		
1	Taylor	95.00 ATAR
2	Yang	90.00 ATAR
3	Josh	85.00 ATAR
4	Riley	80.00 ATAR
5	Malik	75.00 ATAR
6	Ava	70.00 ATAR

Lowest  
**ATAR** to  
receive an  
offer

Lowest  
**selection  
rank** to  
receive an  
offer

Selection rank		
1	Taylor	95.00 ATAR = <b>95.00 selection rank</b>
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4	Josh	85.00 ATAR = <b>85.00 selection rank</b>
5	Riley	80.00 ATAR = <b>80.00 selection rank</b>
6	Ava	70.00 ATAR = <b>70.00 selection rank</b>




# Applying


# Create a VTAC account



- All VTAC applications are completed online
- You can create your account from Monday 1 August
- Consider opting in for an authorised nominee
- You need to provide:
  - Personal details, including an email address you will continue to use after school
  - Student number if you're a current Year 12 so that we can access your results later in the year
  - **Unique Student Identifier (USI)** is mandatory for every new higher education student. If you don't have one go to: **Usi.gov.au**

# VTAC account

 **ACCOUNT**

 [LOGOUT](#)


[HOME](#) [PERSONAL DETAILS](#) [COURSE APPLICATION](#) [PERSONAL STATEMENT](#) [SPECIAL CONSIDERATION \(SEAS\) APPLICATION](#) [SCHOLARSHIP APPLICATION](#) [SUBMIT SUPPORTING DOCUMENTS](#) [ADMISSIONS TESTS \(STAT\)](#) [COURSE OFFERS](#)

**Janelle Monae**  
ID: 46348437L


You have **1 unread messages**

Welcome to your VTAC user account. Use the navigation bar at the top of the screen to view/amend your information.


### ACCOUNT SUMMARY




**Fee Summary**  
[View due dates](#)




**Making an application**  
[Make a course application](#)  
[Scholarship application](#)




**Personal Details**  
[Change your PIN](#)  
[Change your contact details](#)  
[Other name\(s\)](#)



**Results and Offers**



**Coversheets**



**VTAC Resources**  
[Ask VTAC](#)  
[CourseSearch](#)  
[VTAC website](#)  
[VTAC Blog](#)  
[Help Centre](#)

[CONTACT US](#) | [FAQS](#)



# Applying for courses

List up to eight courses/institutions

**Preference order** – always list courses in the order you want to get into them

**To add course preferences:** Select institution and/or course or type in the course code.

**To move a course** on the preference list use the up/down buttons.

**To delete a course** use the x button.

Your most wanted course should be listed at 1.

Institution:

Qualification level (optional):

Course:

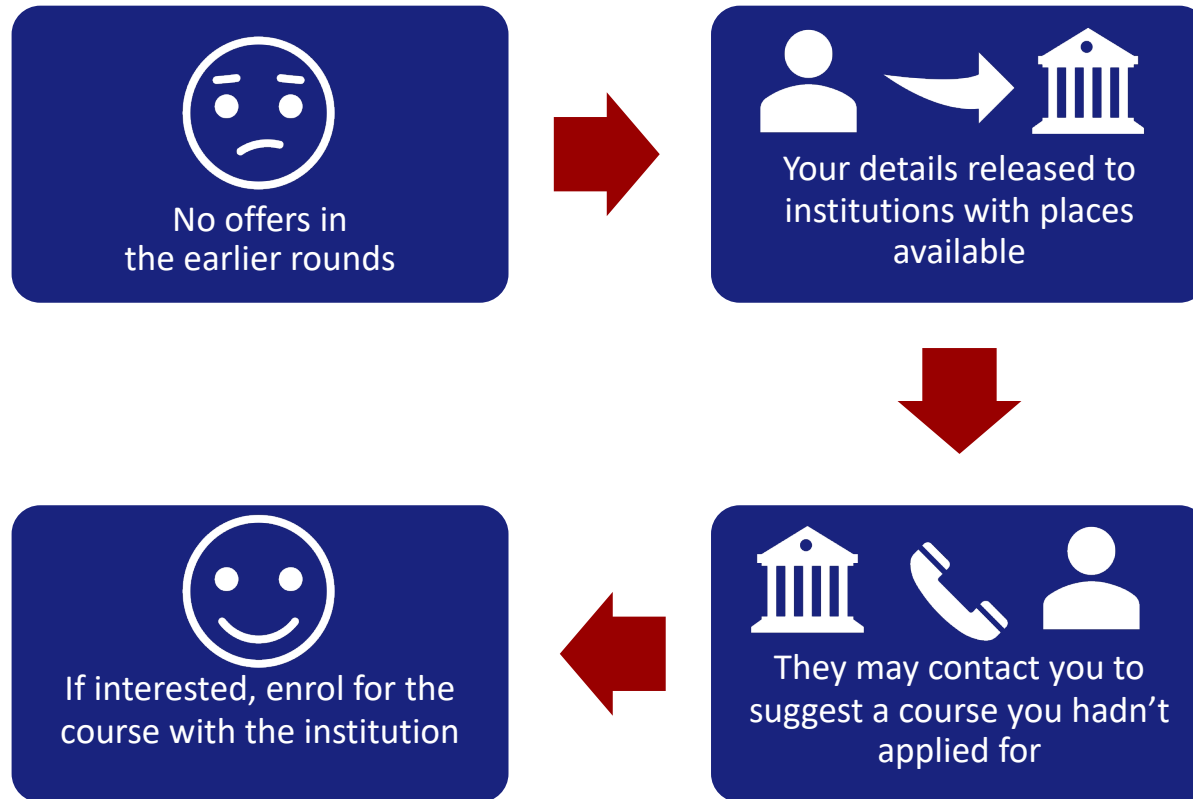
[COURSE DETAILS](#) [ADD COURSE TO PREFERENCE LIST](#)

List of course preferences

	Course code	Course name	
1	<input type="text"/>		<input type="button" value="x"/>
2	<input type="text"/>		<input type="button" value="▲"/> <input type="button" value="▼"/> <input type="button" value="x"/>
3	<input type="text"/>		<input type="button" value="▲"/> <input type="button" value="▼"/> <input type="button" value="x"/>
4	<input type="text"/>		<input type="button" value="▲"/> <input type="button" value="▼"/> <input type="button" value="x"/>
5	<input type="text"/>		<input type="button" value="▲"/> <input type="button" value="▼"/> <input type="button" value="x"/>
6	<input type="text"/>		<input type="button" value="▲"/> <input type="button" value="▼"/> <input type="button" value="x"/>
7	<input type="text"/>		<input type="button" value="▲"/> <input type="button" value="▼"/> <input type="button" value="x"/>
8	<input type="text"/>		<input type="button" value="▲"/> <input type="button" value="x"/>

[EXIT](#) [SUBMIT](#)

# Supplementary offers



## INFORMATION RELEASE

1. VTAC is currently negotiating with the media to publish offer names on their media platforms (print, digital) for first and second offer intakes in 2017.

If the negotiations are successful do you give permission for VTAC to publish your name and offer details in the media (print, digital)

☒ Yes ☐ No

2. Supplementary offers is a service that allows courses with vacancies to make offers to applicants who have received no offers up until and including Round two for 2017. In the event that you don't receive any offers for the first and second intakes in January and February 2017 we need your consent before we forward your details onto courses with vacancies. You can **opt out** of this process at any time

**Do you consent to have your personal details provided to general tertiary courses with vacancies so that you may participate in the Supplementary Offer process?**

☒ Yes ☐ No

# Changing your preferences



- After applying, you can change your course preferences as much as you like while change of preference is open
- The first deadline is 14 December in time for the December offer round
- You can change preferences between offer rounds
- **It's important to try to get your preferences right in time for the December round to maximise your chance of getting into the course you want.**



# **SEAS (special consideration) and Scholarships**

# Special Entry Access Scheme (SEAS)

- SEAS is the special consideration program used by most tertiary institutions in Victoria
- Filling out a single SEAS application will cover all of your eligible preferences
- Relates to circumstances beyond your control which have negatively affected your education
  - **Also includes:** Category 1 (Personal Information and Location) – everyone should apply
- SEAS allows selection officers at institutions to grant special consideration for course entry to applicants.



# SEAS Categories

Category 1: Personal information and location

- As simple as ticking a box
- All applicants should apply for this category





Category 2: Disadvantaged financial background

Category 3: Disability or medical condition

Category 4: Difficult circumstances

- E.g. disruption to living situation, affected by illness or death of relative/friend, natural disaster, refugee status, impact of COVID-19 remote learning

# What can SEAS do?

ATAR			
1	Taylor	95.00 ATAR	
2	Yang	90.00 ATAR	
3	Josh	85.00 ATAR	
4	Riley	80.00 ATAR	
5	Malik	75.00 ATAR	
6	Ava	70.00 ATAR	

- May allow you to gain entry to a course with a lower ATAR than otherwise
- Is not a guaranteed entry scheme or reserved quota
- Does not exempt you from completing essential requirements and compulsory admission criteria.
  - You must complete course prerequisites, attend all interviews, sit any required tests, and submit all required folios and forms.



# SEAS documentation - category 2 disadvantaged financial background

123456789A  
(applicant's  
own CRN)

OR

Li 3 Payments Page (to 2019/2020)

Reference:

27 May 2014

This Income Statement shows information we hold about you as your Carerlink record. If you decide to show this information to anyone else for any reason, you can choose to show all the information or to show some information too.

**Income Statement**

DOB	28 Jul 1968
Carerlink National	Y
Maximum New Disability Support Pension	Y
Number of Children Assessed	2

Previous regular payments and payments

Payment Type	Amount	Date Paid	Date of Start
Disability Support Pension	\$677.40	18 May 2014	7 Jul 2008
Child Benefit Supplement	\$115.00	18 May 2014	7 Jul 2008
Parent Support Payment	\$47.40	18 May 2014	7 Jul 2008

Previous irregular payments

There are no previous irregular payments to report.

Deductions from your payment

Payment Type	Deduction	Amount	Date Paid
Disability Support Pension	Carerlink Deductions	\$48.00	18 May 2014

Continued on the back

**Contact information**

If you have any questions about this letter please ring:

132 717 (toll free)  
15 1500 (for technological devices)  
Monday - Friday 9.00 am - 5.00 pm  
(Please quote website number)

Your local Carerlink Office:

Office Hours:  
Monday to Friday 9.00 am - 4.00 pm  
www.carerlink.gov.au

Documentary evidence  
of benefit or family tax  
benefit received by  
parent/guardian

OR



+



# SEAS documentation – categories 3 & 4

Specific processes for: sexual assault, family violence, homelessness, formal out-of-home care, refugees/asylum seekers, bushfires, and COVID-19 remote learning. Follow the instructions on the SEAS application form.

All other conditions/circumstances:

- Impact statement – written by applicant
- Statement of support – written by health practitioner or relevant responsible person

**Impact statements without an accompanying statement of support will not be considered.**

- For detailed information about SEAS documentation, visit [www.vtac.edu.au](http://www.vtac.edu.au)

# Scholarships

- VTAC collects scholarship applications for many institutions
  - One application, many institutions
- **Scholarships are not just for academic performance**
- Many equity scholarships have similar documentation requirements to SEAS
  - Statements must be submitted separately for each using the correct coversheet.
- List of scholarships available on the VTAC website
  - Including some scholarships which require their own separate application



# Results and offers

# ATAR and VCE Results released 7am, Monday 12 December 2022

## Online

- Free online access at [resultsandatar.vic.edu.au](https://resultsandatar.vic.edu.au)

## Results app

- Free download of joint VCAA/VTAC app: 'Results and ATAR'

## Mail

- Paid VTAC applicants will receive a printed ATAR statement

## Registration required

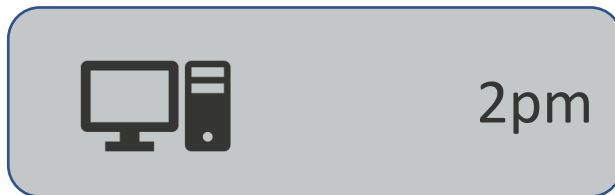


VCAA student number



Password





**Always accept an offer**



# You will be automatically considered for higher preferences

Your most wanted course should be listed at 1.

Institution:  
Select ▼

Qualification level (optional):  
Show all ▼

Course:  
No course provided by this institution, please select others ▼

**COURSE DETAILS** **ADD COURSE TO PREFERENCE LIST**

### List of course preferences

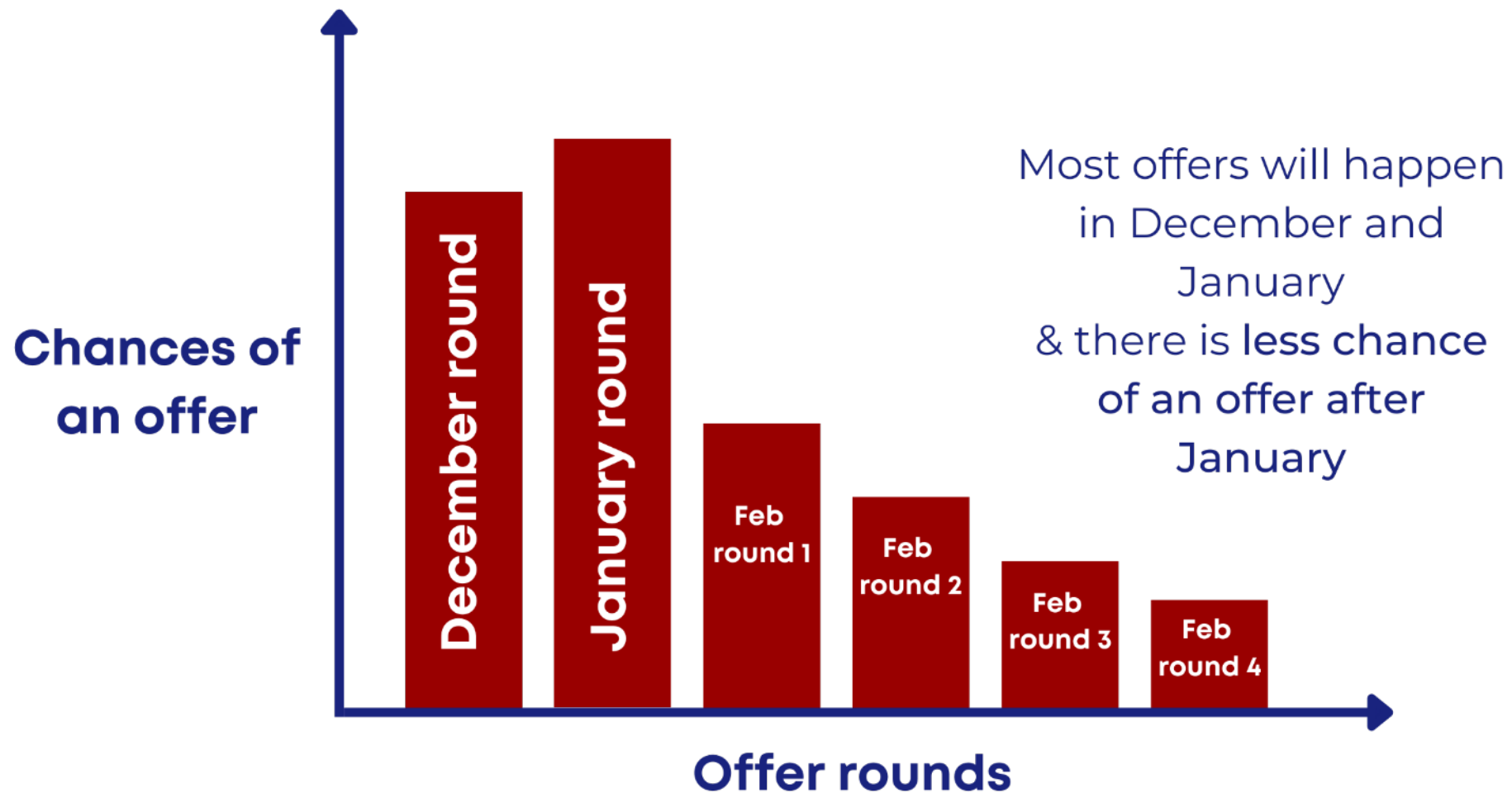
	Course code	Course name			
1	1200211401	Commerce (F/T, P/T) (Australian Catholic University, Melbourne) (CSP Bachelor Degree)	▼	x	
2	1200212291	Business Administration (F/T, P/T) (Australian Catholic University, Melbourne) (CSP Bachelor Degree)	▲ ▼	x	
3	3800538101	Commerce (F/T, P/T) (University Of Melbourne (The), Parkville) (CSP Bachelor Degree)	▲ ▼	x	
4	3400210691	Business (Professional) (F/T, P/T) (Swinburne University of Technology, Hawthorn) (CSP Bachelor Degree)	▲ ▼	x	
5	3400235101	Business (F/T, P/T) (Swinburne University of Technology, Hawthorn) (CSP Bachelor Degree)	▲ ▼	x	
6	9470194732	Business (Degree) (F/T, P/T) (Melbourne Institute of Technology, Melbourne) (DFP Bachelor Degree)	▲ ▼	x	
7	4300242191	Business - Enterprise (Diploma) (F/T) (Victoria University, City) (CSP Diploma)	▲ ▼	x	
8			▲		x

**Higher** preference courses. Automatically considered in future rounds

**Offered course** – can't be removed but can be moved

**Lower** preferences.  
Not considered unless moved above offered course.

# Six offer rounds



# Scaling and the ATAR

# Australian Tertiary Admission Rank (ATAR)

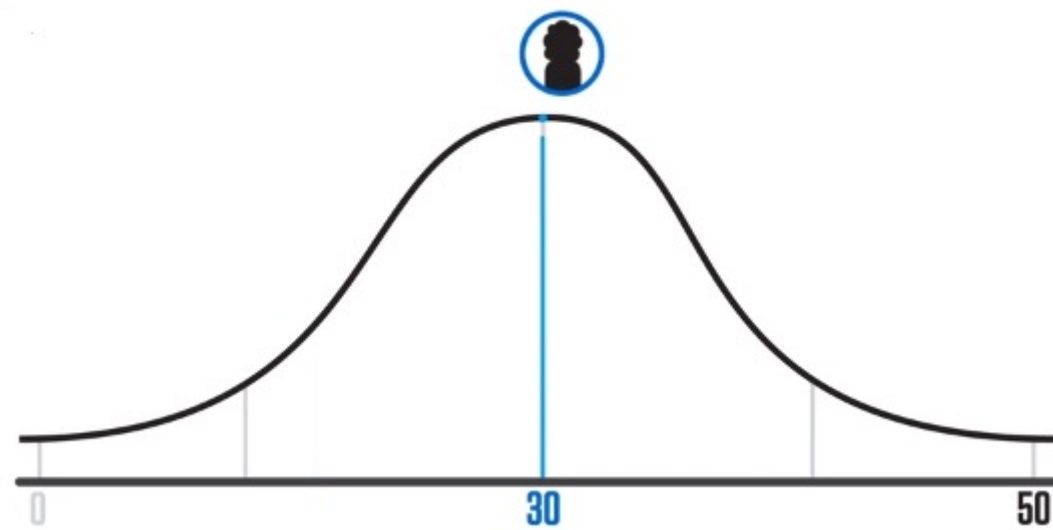
## What is it?

- A tool for tertiary selection based on relative performance in the VCE
- It's a rank, not a score


## How is it calculated?

1. VTAC receives your study scores from VCAA and **scales** them for fairness
2. Your **aggregate** is calculated from the highest permissible combination of your subjects
3. The aggregates for everyone are placed in order for conversion to the **ATAR**, which is a percentile scale






# The scaling process

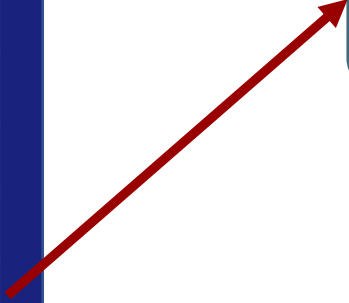


**Chemistry**  
Raw study score average: 30



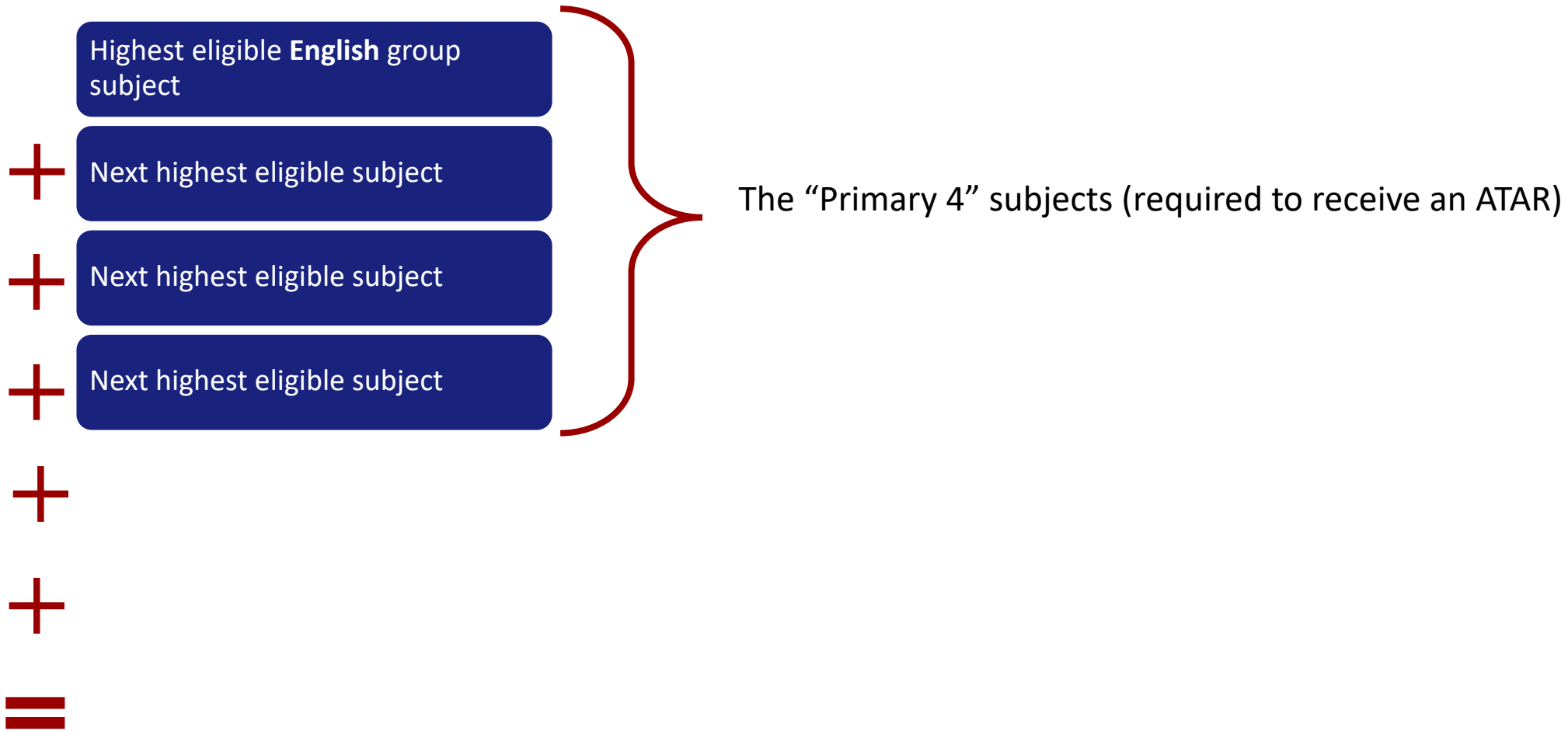
Results for all Chemistry students in Victoria:

English	31.35
Music Performance	36.62
Further Mathematics	33.45
Psychology	28.51
Politics	34.11
Biology	33.72
Etc.	31.52
<b>Average for all studies</b>	<b>32.75</b>



**Chemistry**  
Scaled study score average: 32.75

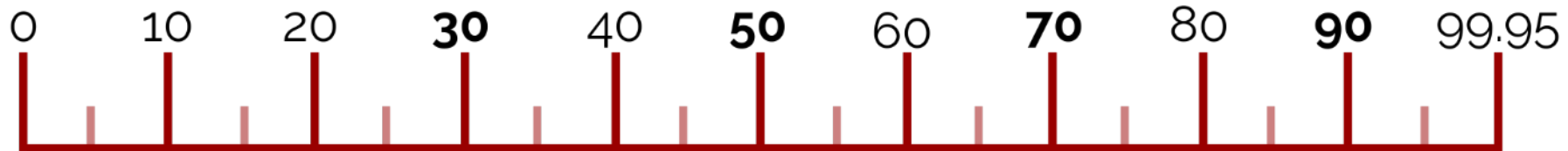
# Composition of the aggregate



1

## Aggregates

All aggregates are arranged in order.  
Minimum = 0 Maximum  $\geq 210$



2

## ATARS

Aggregates are placed  
on a percentile scale to  
produce ATARs

Minimum = 0.00  
Maximum = 99.95

ATAR of 30.00  
= performed above  
30% of the age  
group

ATAR of 50.00  
(median)  
= performed  
above 50% of the  
age group

ATAR of 70.00  
= performed above  
70% of the age  
group

ATAR of 90.00  
= performed above  
90% of the age  
group

Note: This diagram uses  
simplified figures and processes  
for the purpose of clarify. Refer  
to the VTAC website for more  
details about calculating the  
ATAR.

# Remember: the ATAR isn't everything

- It's just a tool for getting into (some) tertiary courses
- Many courses use criteria instead of, or in addition to, the ATAR
- Your **selection rank** for a particular course may be higher than your ATAR due to published adjustment factors.



# Getting support:

- At school? Talk to your careers practitioner
- Instructions, videos, and fact sheets on the VTAC website: [vtac.edu.au](https://vtac.edu.au)
- Call VTAC on (03) 9926 1020
- Email through your VTAC account
- Send VTAC a Facebook message