

Changing preferences

frequently asked questions

Your UAC 'how to' Guide

for 2011 NSW HSC students



Q1 What is the deadline for changing preferences?

You can change your preferences for consideration in the Main Round of offers on UAC's website until midnight on Thursday 5 January 2012.

For deadlines for other offer rounds visit www.uac.edu.au/undergraduate/offers or read page 34 of the *UAC 2012 Guide*.

Some courses have closing dates earlier than UAC's deadlines. Check page 30 of your *UAC 2012 Guide* or the course descriptions on UAC's website before adding any new courses. Your new course preference may have an early closing date or additional requirements such as questionnaires, interviews or tests.

Q2 What if my ATAR is better or worse than expected?

Check last year's cut-offs for the courses you are interested in. These are shown in table 1 of the *UAC 2012 Guide* starting on page 49 and on UAC's website. Use last year's cut-offs as a guide when considering your preferences. Remember that cut-offs indicate the lowest rank accepted for entry into the course – they do not represent the average ability of the students accepted for the course.

As well as changing the order of your preferences, you can add or delete courses. You can have up to nine preferences. Your preferences may include the same course/area of study at nine different institutions or nine different courses at one institution. The choice is yours.

Q3 Does the order of my preferences matter?

Yes, put your preferences in the order in which you want them to be considered. Put the course you would most like to do first, then the course you would next like to do, and so on. This is because during the selection process, your preferences are considered one at a time in the order in which you have them listed on your application.

If you are not selected for your first preference you will be considered equally with all other eligible applicants for your second preference and so on. Your chance of being selected for a particular course is not reduced because you placed a course lower on your preference list.

Q4 How do I change my preferences?

You can change your preferences through Check & Change on UAC's website at www.uac.edu.au (no charge other than your internet access charges).

You'll need your UAC application number and UAC PIN.

You cannot change your preferences by telephone, letter, fax or email.

For more information about how to change preferences visit www.uac.edu.au/undergraduate/faq/change-preference.shtml or read 5.12 on page 23 of the *UAC 2012 Guide*.

Q5 Can someone change preferences on my behalf?

Yes, but you must provide UAC with written authority for someone to act on your behalf. If you didn't already do this when you applied or after you applied, write to UAC, Locked Bag 112, Silverwater NSW 2128. Include your UAC application number, name and signature and the name and signature of the person you are authorising to act on your behalf.

Q6 When are Main Round offers released?

Main Round offers will be available on UAC's website from 9pm on Wednesday 18 January 2012. Main Round offers will be published in *The Sydney Morning Herald* and *The Daily Telegraph*, with subsets in *The Newcastle Herald* and *The Canberra Times*, on Thursday 19 January 2012. You'll also receive written notification of any offers in the mail from this date.

Q7 How do I accept my offer?

Follow the instructions provided by the institution making the offer. You must accept your offer by the date specified in the instructions otherwise you may lose your offer.

Q8 What if I don't receive a Main Round offer?

You will automatically be considered for all your preferences again in the Late and Final rounds, providing the courses you have as preferences still have vacancies.

The deadlines for changing preferences for these rounds are available at www.uac.edu.au/undergraduate/offers or on page 34 of the *UAC 2012 Guide*.

Q9 If I receive a Main Round offer, can I accept my offer and also change preferences for consideration in the Late and Final rounds?

Yes, UAC advises you to accept your Main Round offer. You can then also change your preferences for the Late and Final rounds. You do not jeopardise your chances of receiving another offer by accepting your Main Round offer.

If you receive an offer in one round and accept it, and then receive an offer in a later round, you can choose either to:

- keep your previous offer and not accept your new offer or
- withdraw from your previous offer and accept your new offer.

You don't need to change your preferences if you want to be considered for preferences higher than your offer. So, if you receive a Main Round offer for your third preference, you will automatically be considered for your first and second preferences again in the Late and Final Rounds if those courses have vacancies.

Do not assume you will receive an offer in the Late or Final rounds – it will depend on whether there are vacancies. Also, the cut-off for a course in the Late and Final rounds could be less than, greater than, or the same as the cut-off in the Main Round.

Find out your ATAR or Limited ATAR

From **9am on Thursday 15 December 2011** you can access your ATAR or Limited ATAR on UAC's website.

UAC's website – visit www.uac.edu.au

Follow the online instructions. The only charges to you are your internet access charges.

You'll need your:

- UAC application number (if you have applied to UAC) or your HSC student number (if you have not applied to UAC) and
- UAC PIN.

By mail

If you indicated on your HSC Entry Form that you wished to be notified of an ATAR, you'll receive an ATAR Advice Notice from **Friday 16 December 2011** in a separate envelope from your HSC results. HSC results will also be received from Friday 16 December 2011.

If you are eligible for a Limited ATAR – see 8.8 on page 39 of the *UAC 2012 Guide* – you'll receive a Limited ATAR Advice Notice in a separate envelope the same time as ATAR Advice Notices are delivered.

Apart from your ATAR or Limited ATAR, your Advice Notice will show:

- a list of the courses that were available to be included in your ATAR/Limited ATAR
- the number of units of each course that were included in the calculation of your ATAR/Limited ATAR.

Talk to institutions about course options

UAC's participating institutions are available in December and January to answer questions about your course options. Contact details for the institutions are shown over the page.

Change your preferences

Read the frequently asked questions about changing preferences on the back page of this leaflet.

To change your preferences using UAC's website you'll need your UAC application number and UAC PIN.

Questions about your HSC results

If you have questions about your HSC results, visit the HSC Results section of the Board's website (boardofstudies.nsw.edu.au) for detailed information, or call

Board of Studies NSW on 13 11 12

Wednesday 14 December	8am–5pm
Thursday 15 – Friday 16 December	9am–5pm
Saturday 17 – Sunday 18 December	closed
Monday 19 – Thursday 22 December	9am–5pm
Friday 23 December	9am–12noon
Saturday 24 – Tuesday 27 December	closed
Wednesday 28 – Thursday 29 December	9am–5pm
Friday 30 December	9am–12noon

The Board of Studies will continue to respond to 2011 HSC inquiries from 3 January 2012.

Questions about your ATAR

When you receive your ATAR you may have some questions. First read the booklet *You and your ATAR* which answers most of the frequently asked questions.

After this if you still have questions call UAC's

ATAR Enquiry Centre on (02) 8736 5900

Thursday 15 December	8.30am–6pm
Friday 16 December	8.30am–4.30pm
Saturday 17 – Sunday 18 December	closed
Monday 19 – Thursday 22 December	8.30am–4.30pm
Friday 23 December	8.30am–12noon
Saturday 24 – Tuesday 27 December	closed
Wednesday 28 – Thursday 29 December	8.30am–4.30pm
Friday 30 December	8.30am–4.30pm

Make sure you have your UAC application number or HSC student number when you call the ATAR Enquiry Centre, otherwise we may not be able to help you.

i What to do if you don't have...

▶ your UAC application number

Call UAC on (02) 9752 0200. After confirming your identity, we will provide you with your UAC application number. Your UAC application number cannot be given to anyone except you.

▶ your HSC student number

This is on your School Certificate Record of Achievement and your school can also confirm this. Otherwise, call the Board of Studies NSW on 13 11 12. After confirming your identity, they will provide you with your HSC student number. HSC student numbers cannot be given to anyone except the student.

▶ your UAC PIN

If you've applied through UAC, use **Check & Change on UAC's website at www.uac.edu.au** to have your UAC PIN sent to your email address.

You can also have your UAC PIN re-issued by calling UAC on (02) 9752 0200. After confirming your identity, we will provide you with your UAC PIN. If we cannot confirm your identity, you will be asked to write to UAC to have your UAC PIN re-issued, or you can come to UAC in person. Your UAC PIN cannot be given to anyone except you.

If you come to UAC in person to have your UAC PIN re-issued, you will need photo identification. UAC is located at Quad 2, 8 Parkview Drive, Sydney Olympic Park, office hours 8.30am–4.30pm Monday-Friday, Sydney local time.

Send written requests to: UAC, Locked Bag 112, Silverwater NSW 2128. Include a copy of photo identification, your Australian daytime telephone number and your signature.

Remember! Check if you have your UAC PIN now. If you need to have it re-issued, make sure you do so immediately.



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Locked Bag 112 Silverwater NSW 2128
tel: (02) 9752 0200 website: www.uac.edu.au
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Australian Catholic University

telephone/email enquiries

call: 1300 ASK ACU (1300 275 228)

email: futurestudents@acu.edu.au

available: 15, 16, 19–22 December 9am–5pm
23 December* 9am–3pm
3–5 January 9am–5pm

*Canberra campus only - Strathfield and North Sydney campuses closed 23 December

visit the campus

locations: **Canberra campus (Signadou):**
223 Antill Street, Watson

North Sydney campus (MacKillop):
40 Edward Street, North Sydney

Strathfield campus (Mount Saint Mary):
25A Barker Road, Strathfield

available: same as telephone enquiries above

information day

Canberra campus (Signadou):
Monday 19 December 2011 5.30pm–7pm

Strathfield campus (Mt St Mary):
Wednesday 4 January 2012, 10am–4pm

North Sydney campus (MacKillop):
Wednesday 4 January 2012, 10am–4pm

Alternatively visit www.acu.edu.au/121806 to register for a campus tour.

Australian Maritime College

telephone/email enquiries

call: 1800 030 277 (Freecall)

email: academic.services@shared.amc.edu.au

available: 15, 16, 19–22 December 8.30am–5pm
23 December 8.30am–12pm
3–5 January 8.30am–5pm

visit the campus

locations: **Newnham campus:** Maritime Way,
Newnham, Tasmania

available: by arrangement – closed 23 Dec 2011
until 3 January 2012

information day

Campus tours and appointments can be arranged on request – call AMC on (03) 6324 9646 or visit www.amc.edu.au/visit-amc

Australian National University

telephone/email enquiries

call: 1800 620 032 (Freecall)

email: admissions@anu.edu.au

available: 15, 16, 19–22 December 9am–5pm
3–5 January 9am–5pm

visit the campus

location: Information Centre, Ground Floor,
Concessions and Student Facilities
Building 17, Union Court

available: same as telephone enquiries above

information day

Melbourne Advisory Day: Friday 16 December 2011,
10am–3pm (Stamford Plaza, 111 Little Collins Street)

Sydney Advisory Day: Monday 19 December 2011,
10am–3pm (Rydges World Square, 389 Pitt Street)

Canberra Advisory Day: Tuesday 20 December 2011,
10am–3pm (Melville Hall, Building 12, The Australian
National University)

For further information about these sessions visit www.anu.edu.au/advisory or call the National Recruitment Manager on (02) 6125 4893.

Canberra Institute of Technology

telephone/email/web enquiries

call: (02) 6207 3188

email: infoline@cit.edu.au

web: cit.edu.au

available: 15–16 December 9.00am–12pm
3–5 January 9.00am–5pm

Central Queensland University

telephone/email/web enquiries

call: 13 CQUni (13 27 86) or (07) 4923 2218

email: www.contactus.cqu.edu.au

web: cqu.edu.au

available: 15, 16, 19–22 December 9.00am–5pm
3–5 January 9.00am–5pm

Charles Sturt University

telephone enquiries

call: 1800 DEGREE (1800 334 733)

available: 15, 16, 19–22 December 9am–5pm
23 December 9am–12pm
3–5 January 8.30am–5.30pm

visit the campus

locations: **Albury-Wodonga campus (Thurgoona):**
Elizabeth Mitchell Drive, Thurgoona

Bathurst campus: Building N16, Panorama
Avenue, Bathurst

Dubbo campus: Tony McGrane Place, Dubbo

Orange campus: 346 Leeds Parade, Orange

United Theological College: 16 Masons
Drive, North Parramatta

Wagga Wagga campus: David Asimus Court,
Boorooma Street, Wagga Wagga

available: same as telephone enquiries above

information days

Sydney: Wednesday 4 January 2012 (9am–5pm)
Suite 1.01 Quad 3, 102 Bennelong Parkway,
Sydney Olympic Park NSW

Campus tours: available Monday–Friday throughout
January – call 1800 334 733

Griffith University

telephone/web enquiries

call: 1800 677 728 (Freecall) or (07) 5552 8933

web: www.griffith.edu.au/ask-us

available: 15, 16, 19–22 December 8.30am–5pm*
23 December 8.30am–2pm*
3–5 January 8.30am–5pm*

visit the campus

location: **Gold Coast campus:** Student Centre (G33),
Griffith University, Parklands Dr, Southport, Qld

available: same as telephone enquiries above

information day

Options Information Evening, South Bank and Gold Coast campuses, Tuesday 20 December 2011,
3pm–6pm*. Online chat also available (20 December
2011, 3pm–6pm*) at www.griffith.edu.au/options2012

*Queensland Standard Time

La Trobe University

telephone/email enquiries

call: **Albury-Wodonga campus:** (02) 6024 9785*,
Mildura campus: (03) 5051 4000

email: study.aw@latrobe.edu.au

available: 15, 16, 19–22 December 9am–5pm
23 Dec–5 Jan *call back service

visit the campus

location: **Albury-Wodonga campus:**
Student Administration, Building 4,
University Drive, Wodonga

Mildura campus: Student Administration,
Benetook Avenue, Mildura

available: 15, 16, 19–22 December 9am–5pm

information day

Campus tours available at:

Albury-Wodonga campus: Monday–Friday 9am–5pm
throughout January – email study.aw@latrobe.edu.au or
call (02) 6024 9785

Mildura campus: Monday–Friday 9am–5pm throughout
January – email mildura@latrobe.edu.au or call
(03) 5051 4000

Macquarie University

telephone/web enquiries

call: 1800 351 117 (Freecall)

web: ask.mq.edu.au

available: 15, 16, 19–22 December 9am–5pm
23 December 9am–12pm
3–5 January 9am–5pm

visit the campus

location: Coursework Student Enquiry Service,
Level 1, C8A (Lincoln Building)
Balaclava Road, North Ryde

available: 15, 16, 19–22 December 9am–5pm
23 December 9am–12pm
3–5 January 9am–5pm

information day

Wednesday 4 January 2012, 9.30am–4pm. More
information available at www.infoday.mq.edu.au

Southern Cross University

telephone/email enquires

call: 1800 626 481 (Freecall) or (02) 6620 3444

email: enquiry@scu.edu.au

available: 15, 16, 19–22 December 9am–5pm
23 December 9am–12pm
28, 29, 30 December see below*
3–5 January 9am–5pm

*SCU may open for reduced hours. Visit [www.scu.edu.au/
student-services/contact](http://www.scu.edu.au/student-services/contact) for latest information.

visit the campus

locations: **Lismore campus:** Student Centre, Goodman
Plaza, Military Road, East Lismore

Coffs Harbour campus: Student Centre,
Hogbin Drive, Coffs Harbour

Gold Coast campus: Southern Cross Drive,
Billinga, Qld

Tweed Heads – Riverside: Brett Street

Tweed Heads – Lakeside: Caloola Drive

available: same as telephone enquiries above

information day

Campus tours: available at Lismore, Coffs Harbour, Gold
Coast and Tweed Heads (three locations) Monday–Friday,
call 1800 626 481

University of Canberra

telephone/email enquiries

call: 1800 864 226 (Freecall)

email: study@canberra.edu.au

available: 15, 16, 19–22 December 9am–5pm
28–30 December 9am–5pm
3–5 January 9am–5pm

visit the campus

location: Student Centre, Building 1, facing the main
Concourse, Kirinari Street, Bruce, ACT

available: same as telephone enquiries above

Contacting institutions

from 15 December 2011
to 5 January 2012

information day

Regular campus tours available Monday 2.30pm,
Wednesday 10.30am or Friday 12.30pm – call
Jessica Croker on (02) 6201 5314 or email
marketing@canberra.edu.au

University of New England

telephone enquiries

call: 1800 818 865 (Freecall)

email or webchat through: www.une.edu.au/askune

available: 15, 16, 19–23 December 8.30am–4.30pm
3–5 January 8.30am–4.30pm

visit the campus

location: Learning Commons
Dixson Library
UNE Armidale

available: 15, 16, 19–23 December 8.30am–4.30pm
3–5 January 8.30am–4.30pm

information day

UNE Campus Tours are run all year round by appointment.
Tours run every day (except on public holidays and
between 16 December 2011 and 9 January 2012). The
tour takes about 2 hours and bookings are essential.

To arrange a campus tour, complete the online booking
form at: www.une.edu.au/campustours

University of New South Wales

telephone/email enquiries

call: (02) 9385 1110

email: enrol@unsw.edu.au

available: 15, 16, 19, 20 December 9am–5pm
3–5 January 9am–5pm

visit the campus

location: UNSW Student Central,
Chancellery Building

available: 15, 16, 19, 20 December 9am–5pm
3–5 January 9am–5pm

information day

UNSW Information Day: Wednesday 4 January 2012,
9am–4pm (John Niland Scientia Building)

University of Newcastle

telephone/email enquiries

call: (02) 4921 5000 (for all campuses)

email: www.newcastle.edu.au/askuon

available: 16, 17, 20–22 December 9am–5pm
3–5 January 9am–5pm

visit the campus

locations: **Newcastle Callaghan campus:**
Hunter or Shortland Student Hubs,
University of Newcastle, Callaghan

Central Coast Ourimbah campus:
Student Hub, Chittaway Road, Ourimbah
City: Ground Floor, University House,
Newcastle

Port Macquarie campus: TAFE NSW
North Coast Institute, Widderson Street,
Port Macquarie

available: 16–17 December 9am–5pm*
19–21 December 9am–5pm*

*Port Macquarie 8.30am–4.30pm

information day

Wednesday 4 January 2012

Newcastle Callaghan campus: 2pm–6pm, Great Hall

Central Coast Ourimbah campus: 2pm–6pm, Tourism
and Hospitality Building

Port Macquarie campus: 3pm–6pm, Administration
Building (A Block)

University of Sydney

telephone enquiries

call: 1300 362 006

available: 15–16 December 8am–6pm
17 December 10am–3pm
19–23 December 8am–6pm
28–29 December 8am–6pm
30 December 10am–3pm
3–5 January 8am–6pm

visit the campus

location: The Student Centre, Jane Foss Russell
Building, City Road, Darlington

available: 15–16 December 9am–5pm
3–5 January 9am–5pm

information day

Wednesday 4 January 2012, 9.30am–4pm

University of Technology, Sydney

telephone/email enquiries

call: 1300 ASK UTS (1300 275 887)

email via: www.sau.uts.edu.au/askuts.html

available: 15, 16, 19–22 December 9am–5pm
23 December 9am–1pm
3–5 January 9am–5pm

visit the campus

locations: **City campus:** Student Centres,
Buildings 1, 5, 6 and 10, Ultimo

Kuring-gai campus: Student Centre,
Eton Road, Lindfield

available: 15, 16, 19–22 December 9am–5pm
23 December 9am–1pm
3–5 January 9am–5pm

information day

UTS Info Day: Wednesday 4 January 2012, 9am–4pm
(City campus)

University of Western Sydney

telephone/email enquiries

call: UWS Contact Service Centre 1300 897 669

email: study@uws.edu.au

available: 15, 16, 19–22 December 8.30am–5.30pm
23 December 8.30am–2pm
3–5 January 8.30am–5.30pm

visit the campus

locations: **Bankstown campus:** Student Central,
Bldg 1, Bullecourt Ave, Milperra

Campbelltown campus: Student Central,
Bldg 5, Narellan Road, Campbelltown

Hawkesbury campus: Student Central,
Bldg G7, Bourke Street, Richmond

Parramatta campus: Student Central,
Bldg EJa, James Ruse Drive and Victoria Road,
Parramatta

Penrith campus: Student Central,
Bldg K, Second Ave, Kingswood

available: 15, 16, 19–22 December 9am–5pm
23 December 9am–2pm
3–5 January 9am–5pm

information day

UWS Course Decision Day: Tuesday 3 January 2012,
4pm–8pm (Parramatta campus, Buildings EA and EB)

University of Wollongong

telephone/email enquiries

call: 1300 367 869

email: uniadvice@uow.edu.au

available: 15–16 December 8.30am–7pm
17 December 10am–3pm
19–22 December 8.30am–5pm
23 December 8.30am–2.30pm
28 December 10am–3pm
30 December 10am–3pm
3–5 January 8.30am–5pm

visit the campus

location: UniAdvice Office, Ground Floor,
Administration (Building 36),
Northfields Avenue, Gwynneville

available: 15, 16, 19–22 December 8.30am–5pm
23 December 8.30am–2.30pm
3–5 January 8.30am–5pm

Campus tours are available at 10am and 2pm between
12 and 23 December. Further January dates to be
released. Call UniAdvice on 1300 367 869 to arrange
a personalised campus tour.

information day

UOW Options Day: Wednesday 4 January 2012,
9am–2.30pm at Wollongong campus (University Hall,
Building 11).

Visit www.uow.edu.au/future/events for information.
Campus tours available on the day, no bookings
necessary.