

Annual Report

1 July 2010 – 30 June 2011



Contents

Report from the Chair	2
Report from the Managing Director	3
Achievements in 2010/2011	4
Mission, Vision and Objectives	5
Background to UAC	6
Scope of UAC	7
UAC management structure and relationships	8
UAC Board	9
UAC organisational structure	10
Publishing	11

About this report

This report gives an overview of the operations of the Universities Admissions Centre (UAC) for the financial year ended 30 June 2011 and includes highlights of events during the financial year.

Report from the Chair

I am pleased to present this report at the end of another successful year for UAC. 2010/2011 saw further growth in the higher education sector as the implications of the change to a demand-driven funding model start to play out ahead of its full implementation at the beginning of 2012.

My thanks go to the members of the UAC Board and to the staff of UAC for their diligence and shared commitment to UAC's growth and success.

A list of the members of the UAC Board can be found on page 9.

UAC is built on the foundations of strong relationships between its member institutions, UAC staff and the wider community. UAC is in a very strong position to consolidate its position as a leader in the area of tertiary admissions and continue its mission to provide essential services to the sector and the wider community.

Crystal Condous
Chair, UAC Board

Report from the Managing Director

The Universities Admissions Centre (UAC) processes applications for admission to most undergraduate courses, and a growing list of postgraduate courses, at participating institutions, mainly located in NSW and the ACT.

We are committed to providing excellent service to applicants as well as our participating tertiary institutions, schools, parents, government education departments, statutory authorities and other bodies.

Our highlights and achievements for 2010/2011 show that UAC has had another year of growth across the organisation. Applications for undergraduate and postgraduate courses have risen, as have applications for Educational Access Schemes.

We are continuously exploring ways of improving our service and the way in which we deliver it with the launch of the new Qualifications Assessment Service (QAS), the release of new Apply and Check & Change features online and the expansion of our community engagement program.

As the tertiary sector continues to grow we are ideally placed to continue to fulfil our vision: to be recognised as a leading system-innovative organisation committed to excellence in service provision.

I would like to take this opportunity to thank the staff for their hard work and dedication as well as our participating institutions for their continued effort.

Andrew Stanton
UAC Managing Director

Achievements in 2010/2011

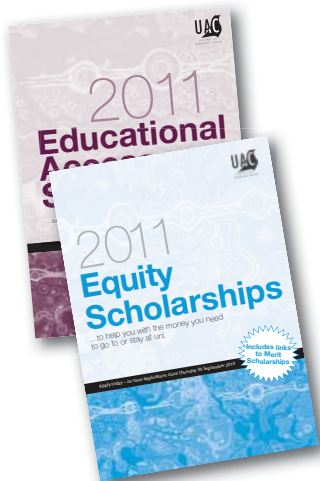
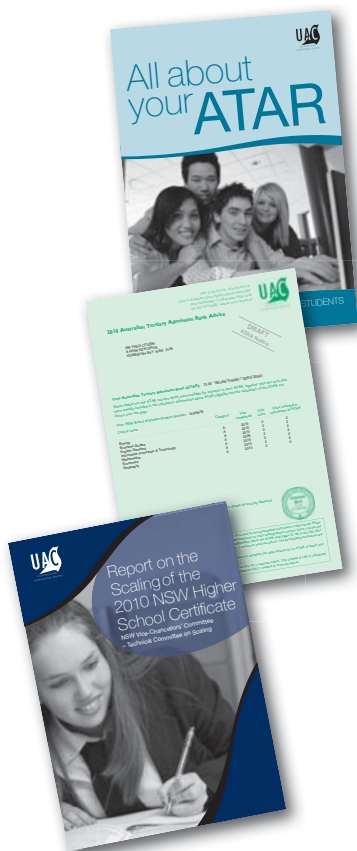
This year was characterised by many highlights for UAC. These included:

- growth in applications for undergraduate study. UAC received, assessed and processed more than 89,458 applications during the reporting period – a 2% increase on 2009/2010.
- growth in applications for postgraduate study. UAC received, assessed and processed more than 13,125 applications during the reporting period – a 2% increase on 2009/2010.
- continuing flexibility in international applicant processing, with the inclusion of International Baccalaureate students worldwide.
- growth in applications for Educational Access Schemes (EAS), with an increase of 16.8% on 2009/2010.
- release of the new Apply and Check & Change online admissions systems for undergraduate mid-year admissions in early April 2011.
- Launch of the Qualifications Assessment Service (QAS) in April 2011, coinciding with the opening of mid-year applications.
- continual improvement of online services with the expansion of the Postgraduate course search and the provision of more comprehensive course information online.
- ongoing expansion of the community engagement program. This was the first year UAC had a presence at all major multi-school careers events throughout NSW and ACT in both metropolitan and regional areas including the north-west, central-west, north coast, south coast, Riverina, Illawarra, Newcastle and Hunter Valley regions. These events also included:

- National Careers and Employment Expo at Darling Harbour (2 days)
- Careers Market at Illawarra Credit Union Sports Stadium (2 days)
- Sydney Morning Herald HSC and Careers Expo at Moore Park (3 days)
- the inaugural Western Sydney Careers Expo at Sydney Olympic Park (4 days).

We were also pleased to accept invitations from several careers adviser networks and welcomed the opportunity to provide UAC updates and information about scaling and the ATAR.

- again hosting the Careers Advisers' Association (NSW and ACT) New Careers Advisers Day.
- adding to the range of online presentations for careers advisers with 'A walk through the UAC Year 10 Booklet' for students.
- development of a content management system (CMS). The *UAC 2012 Guide* was the first to be produced using this new web-based system.
- release of an electronic document lodgement facility (EDL) for course-specific documents, known as Upload, was introduced as a portal for applicants to upload course-specific information.



Mission

UAC aims to provide a range of tertiary admission-related and complementary services to client institutions and others in a professional, efficient and cost-effective manner.

Vision

UAC seeks to be recognised as a leading, system-innovative organisation committed to excellence in service provision.

Objectives

- Expand UAC's range of services
- Increase the utilisation of UAC's services
- Provide cost-effective, timely and efficient services
- Develop additional revenue streams
- Expand UAC's client base beyond member universities while preserving the established quality and integrity of university admissions

Background to UAC

History

Initially formed in 1969 as an association of Sydney metropolitan universities, UAC was set up in 1995 by the New South Wales Vice-Chancellors' Committee (NSWVCC) to process applications for admission to undergraduate courses offered by its participating universities in NSW and the ACT.

Before 1995, UAC operated as an administrative division of the University of Sydney. In 1996 it became the Universities Admissions Centre (NSW & ACT) Pty Ltd, a company owned by UniProjects Pty Limited, in turn owned by the NSWVCC.

UAC's offices are located at Sydney Olympic Park.

Participating institutions

Seventeen institutions participate in UAC:

- Australian Catholic University
- Australian Maritime College
- Australian National University
- Canberra Institute of Technology
- Charles Sturt University
- Griffith University
- La Trobe University
- Macquarie University
- Southern Cross University
- University of Canberra
- University of New England
- University of New South Wales
- University of Newcastle
- University of Sydney
- University of Technology, Sydney
- University of Western Sydney
- University of Wollongong.

Our services to participating institutions include centralised application and assessment processes for undergraduate, postgraduate and distance education applications, Educational Access Schemes (EAS) and Equity Scholarships (ES) applications, and applications from specific groups of international students. UAC is also responsible for calculating and providing the Australian Tertiary Admission Rank (ATAR) to NSW HSC students.

Staff

UAC currently employs 60 people permanently, and recruits more than 50 fixed-term temporary staff for periods of up to six months.

Management

UAC's major policies are determined by the UAC Board, which reports to the NSWVCC. The day-to-day activities of UAC are the responsibility of the Managing Director. See page 8 for UAC management structure and relationships.

Scope of UAC

Functions

From its origins as a centre for handling undergraduate applications UAC's functions have increased significantly to include:

- **Undergraduate admissions** – administering undergraduate admissions for domestic and selected international applicants. This includes a centralised application and assessment process, management of the allocation process, and providing associated publications, information and services for applicants, potential applicants, other interested parties and the general public.
- **Postgraduate admissions** – administering postgraduate admissions for selected coursework courses for domestic applicants including centralised applications and assessment, management of the allocation process, and providing associated publications, information and services for applicants, potential applicants, other interested parties and the general public.
- **Educational Access Schemes (EAS)** – administering EAS, including the provision of centralised applications and assessment, and providing associated publications, information and services for applicants, potential applicants, other interested parties and the general public.
- **Equity Scholarships (ES)** – administering ES for UAC applicants and current university students, including centralised applications and assessment, and providing associated publications, information and services for applicants, potential applicants, other interested parties and the general public.
- **Australian Tertiary Admission Rank (ATAR)** – managing the ATAR, including website release, the production and distribution of ATAR Advice Notices, running the ATAR Enquiry Centre and providing associated publications and information for students, teachers, parents, other interested parties and the general public.

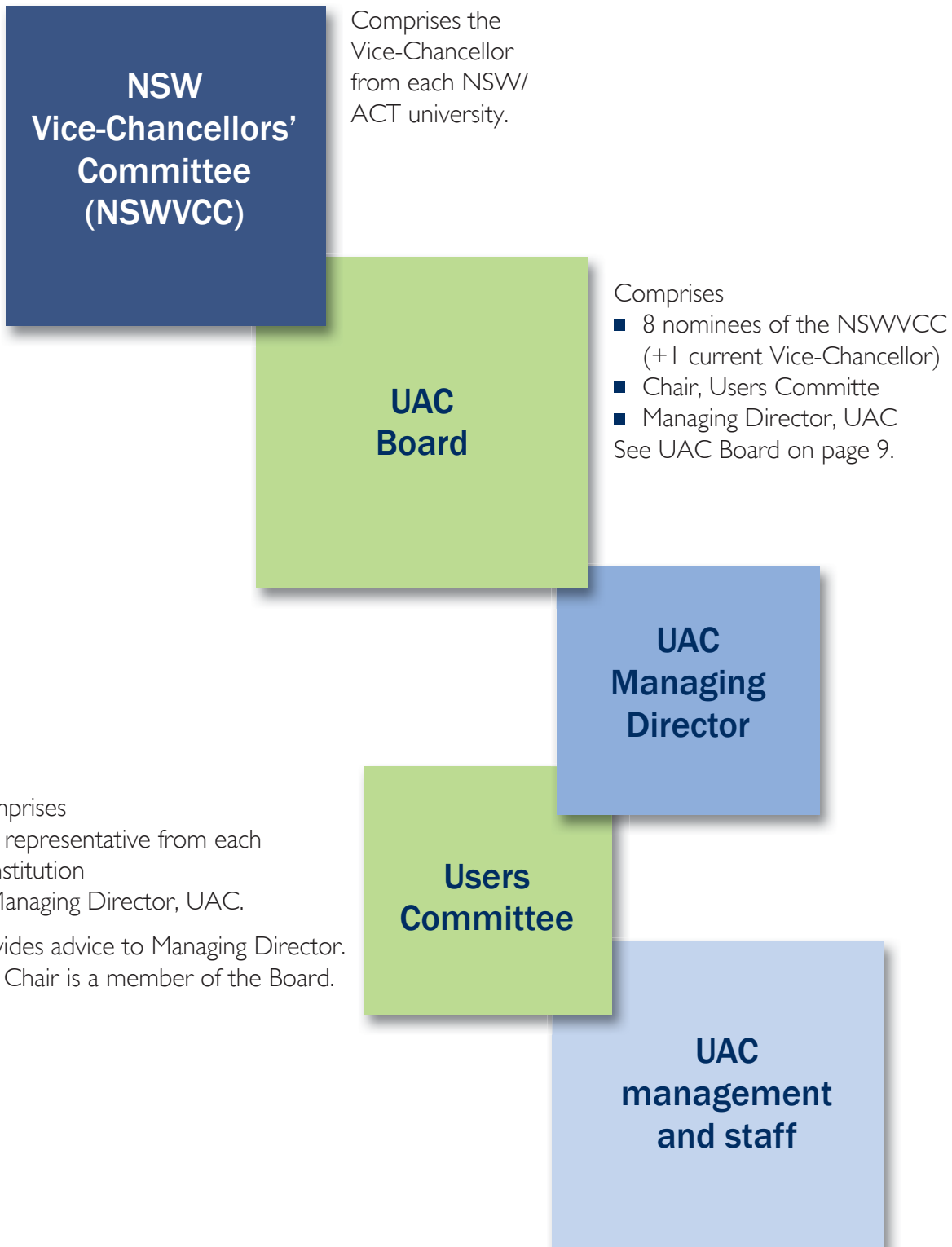
- **Special Tertiary Admissions Test (STAT)** – administering STAT Multiple Choice and Written English (main and mid-year), including providing centralised applications, test venues and supervisors, and associated publications, information and services for candidates, potential candidates, other interested parties and the general public.

Size

The following figures give some background to the size of the functions listed above.

Undergraduate	
Domestic applications	89,458
Domestic offers	76,385
International applications	3,373
International offers	5,972
Postgraduate	
Applications	13,725
Offers	14,279
Educational Access Schemes (EAS)	
Applications *(6,818 paper and 5,811 virtual)	12,629*
Equity Scholarships (ES)	
Applications	8,172
ATAR	
ATAR advice notices sent in 2010	66 297
STAT	
STAT candidates	4,349

UAC management structure and relationships



See UAC organisational structure on page 10.

UAC Board

Chair

Crystal Condous

Appointed June 2005

Crystal Condous OAM, BComm (Marketing) MLib. Principal of Crystal Condous Consulting Services; member of the board of Governors for the Centennial Parklands Foundation; was Registrar and Deputy Principal of the University of New South Wales; awarded an OAM in 2004 for services to tertiary education as an administrator.

Other members

Professor Gregory Craven (NSWVCC representative and Deputy Chair)

Vice-Chancellor, Australian Catholic University

Appointed September 2009

Professor Stephen Parker (alternate NSWVCC representative)

Vice-Chancellor, University of Canberra

Appointed June 2007

Professor John Loxton

Senior Academic Adviser, Office of the Vice-Chancellor, University of Western Sydney

Appointed June 2005

Professor Robert Coombes

Former Deputy Vice-Chancellor, University of Western Sydney

Appointed September 2005

Professor Joan Cooper

Pro-Vice Chancellor (Students) and Registrar, University of New South Wales

Appointed February 2009

Bruce Lines (Chair, Users Committee)

Director, Student Administration, University of Canberra

Appointed July 2009

Shaneen McGlinchey

Deputy Academic Registrar, Office of the Academic Registrar, University of Western Sydney

Appointed March 2010

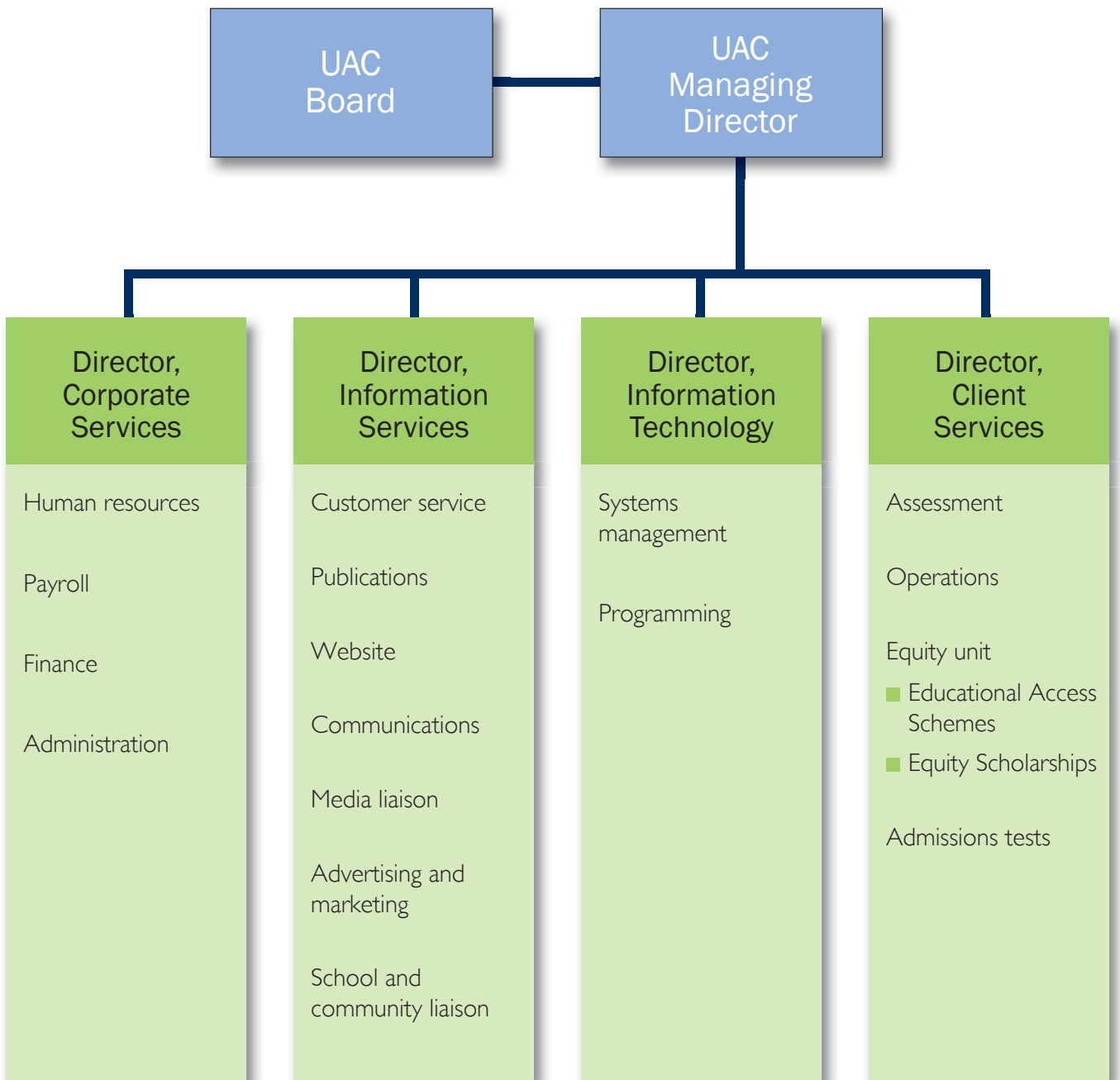
Andrew Stanton (UAC Managing Director)

Officers

Andrew Stanton (UAC Managing Director)

John Pegg (Company Secretary)

UAC organisational structure



Publishing

Online

UAC's website

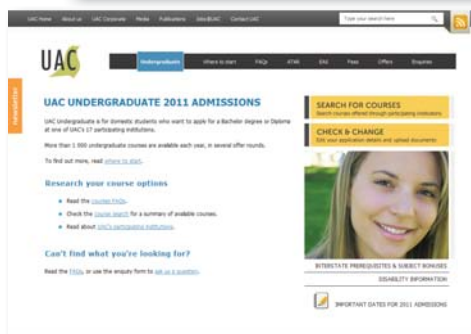
UAC's website is the main information and application source for undergraduate, postgraduate and international applicants. It is updated constantly to reflect the latest general and course information. All applicants apply online through the site's Apply function. They can also review and change their applications at any time up until final closing dates.

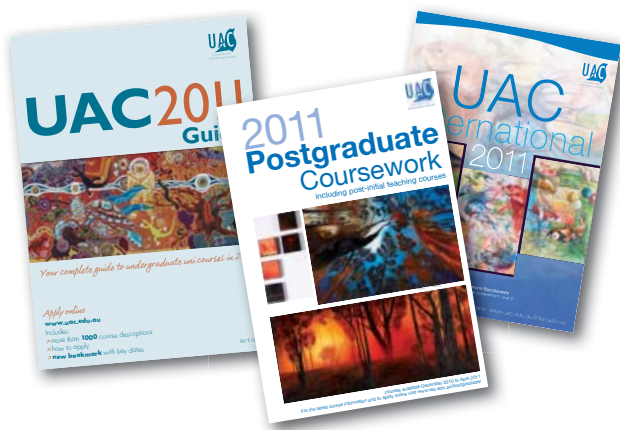
The website contains information on Equity Access Schemes and Equity Scholarships as well as the STAT and tertiary admissions tests. Additional areas include Schoolink, which brings together the resources most frequently used by schools and careers advisers, as well as a corporate area for participating institutions.



Directions

Directions is UAC's monthly online newsletter for applicants, careers advisers, institution staff and international student agents. It advises subscribers of upcoming events, admissions deadlines, offer releases, scholarship information and closing dates. Anyone interested can sign-up to receive Directions via UAC's website.





Print

UAC Guide

The UAC Guide is published in July every year and serves as a comprehensive resource for domestic undergraduate admissions. It contains information about application procedures and admission requirements, general information about participating institutions and detailed course descriptions for all available courses.

The UAC Guide is distributed free-of-charge to each Year 12 student in NSW and the ACT. Non-Year 12 applicants can buy a copy of the Guide from newsagents throughout Australia or from UAC.

Mid-year Admissions Supplement

The Mid-year Admissions Supplement is a companion publication to the UAC Guide. It is published in April each year to provide important information for mid-year applicants, including the courses available for mid-year admission. There is no application form as all applications are made online.

Postgraduate Coursework Booklet and Tables of courses

The Postgraduate Coursework Booklet and Tables of courses are published to support domestic postgraduate admissions. These publications contain an overview of available courses and information about applying and the participating institutions.

UAC International Booklet

The UAC International Booklet is published each year for international students who can apply through UAC. It contains application information and admission requirements, general information about participating institutions and a list of courses available.

University Entry Requirements Year 10 Booklet

The University Entry Requirements Year 10 Booklet is published each year to help Year 10 students make decisions about which HSC courses to take in Years 11 and 12. The booklet lists details of prerequisites, assumed knowledge and recommended studies for each area of study offered by UAC's participating institutions.

Report on the Scaling of the NSW Higher School Certificate

Compiled by the NSW Vice-Chancellor's Technical Committee on Scaling, this report contains information on the calculation of the UAI or ATAR in the relevant year.

Other publications

All about your ATAR – answers the frequently asked questions about the ATAR in simple terms. It is published to coincide with the release of the ATAR in December.

Educational Access Schemes Booklet – published yearly to provide essential information about applying for admission to university through an Educational Access Scheme. The booklet also contains an application form.

Equity Scholarships Booklet – published twice yearly to provide information about applying for an Equity Scholarship through UAC.

UAC News – a newsletter for schools published four times a year with information for teachers, parents and students.

