

# 2010 Educational Access Schemes

if you have experienced long-term educational disadvantage  
as a result of circumstances beyond your control.

# Contacting UAC



## post

UAC  
Locked Bag 112  
Silverwater NSW 2128



## in person

Quad 2, 8 Parkview Drive  
Homebush Bay NSW



## office hours

8.30am – 4.30pm (Sydney time)  
Monday – Friday



## telephone

(02) 9752 0200



## website

[www.uac.edu.au](http://www.uac.edu.au)

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(NSW & ACT) Pty Ltd 2009  
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ABN 19 070 055 935

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This publication is available on UAC's website and in electronic format upon request.

## IMPORTANT INFORMATION

### UAC disclaimer and the right of participating institutions to amend or vary

Certain information in this booklet is provided to UAC by the participating institutions. These institutions, not UAC, take responsibility for the accuracy of the material relating to their information. While the participating institutions attempt to ensure that the information contained in this booklet is up to date at the time of printing, they may amend details without notice and for any reason, in response to changing circumstances.

### Times

Times indicated in this booklet are based on Sydney local time.

### UAC Privacy Policy

The Universities Admissions Centre (NSW & ACT) Pty Ltd (UAC) recognises the importance of protecting personal information and is bound by the NSW State Information Protection Principles<sup>1</sup>, the National Privacy Principles<sup>2</sup> and the NSW Health Privacy Principles<sup>3</sup>.

Details of the UAC Privacy Policy are available at [www.uac.edu.au/general/privacy.shtml](http://www.uac.edu.au/general/privacy.shtml).

UAC collects personal information and, in some circumstances, information regarding your health or a family member's health, for the purpose of processing your Educational Access Schemes (EAS) application. UAC will only collect information for lawful purposes related to its function. You may seek access to personal information about you collected by UAC.

The type of personal documentation UAC holds includes your contact details (name, address, telephone number, email address), date of birth, gender, citizenship and, where relevant to your application for EAS, information relating to your health or the health of a family member, Centrelink benefits, parenting status, carer responsibilities, financial disadvantage, English language difficulties and residential history.

If you are providing personal information about someone other than yourself, you should tell them about UAC's Privacy Policy, which can be found on UAC's website at [www.uac.edu.au/general/privacy.shtml](http://www.uac.edu.au/general/privacy.shtml).

If you are a current NSW Higher School Certificate student, your Year 12 results will be held, along with Year 12 results from other states and territories in Australia, in an archive database at UAC. If you are eligible for an Australian Tertiary Admission Rank (ATAR) or a Limited ATAR, these will also be held in the database. Your results, including your ATAR if you are eligible, will also be held in similar archives at tertiary admissions centres in other states in Australia. Results held in these archives will only be accessed by the relevant tertiary admission centre if you initiate an application for tertiary study through that centre, or if you submit an application for tertiary study directly with an institution participating in that centre.

Any questions regarding privacy at UAC should be forwarded in writing to: The Managing Director, UAC, Locked Bag 112, SILVERWATER NSW 2128.

1 *In the Privacy and Personal Information Protection Act 1998 (NSW).*

2 *In the Privacy Act 1998 (Cth) as amended in the Privacy Amendment (Private Sector) Act 2000 (Cth).*

3 *In the Health Records and Information Privacy Act 2002 (NSW).*

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**Your EAS application form is in the middle of this booklet**

## Keep a record

There are a number of types of disadvantage that institutions may consider; each has a code (an Educational Disadvantage (ED) code). These codes are listed in Table 1 on pages 12–22.

Keep a record of the types of disadvantage that you have included in your EAS application here.

ED code(s)

## Keep a copy


Keep a copy of your EAS application form and documents.



### Why?

You may have to provide a copy of your EAS application form and all documentation to your institution if you require ongoing support during your studies.

# Educational Access Schemes

 You are not eligible to apply if you:

- are an international fee-paying applicant
- have undertaken tertiary study
- are claiming disrupted schooling as a result of your commitments as an elite athlete or performer.

See 'Who is NOT eligible to apply?' below for more information.

Most institutions that participate in the Universities Admissions Centre (UAC) have an Educational Access Scheme (EAS) for applicants who have experienced long-term educational disadvantage.

## Who is eligible to apply?

To be eligible for consideration under EAS for 2010 admissions you must:

- be an Australian citizen, a New Zealand citizen, or a permanent resident of Australia, including a holder of a permanent humanitarian visa
- demonstrate that your educational performance during Year 11 and/or Year 12 or equivalent has been seriously affected by circumstances beyond your control.

If you think you are eligible, you must submit your EAS application to UAC. All applications are treated in strict confidence; only authorised personnel at UAC and/or the institutions will read any information provided in the application.

## Who is NOT eligible to apply?

### ▶ International applicants

You are not eligible to apply if you are an international fee-paying applicant.

### ▶ Tertiary study

You are not eligible to apply if you are currently undertaking or have previously undertaken tertiary study. (Tertiary study includes diploma, advanced diploma, associate diploma, degree or higher level studies undertaken either in Australia or overseas.)

Some institutions have special consideration schemes for applicants who have a record of failure and/or exclusion at tertiary study due to circumstances beyond their control.

Read *Table 3: Educational Access Schemes (EAS) – institution policies* to check their policies on this issue.

### ▶ Elite athletes or performers

You are not eligible to apply for EAS on the basis of missing periods of schooling due to your sporting/performance commitment. However, some institutions may consider you for special consideration. Read *Table 3: Educational Access Schemes (EAS) – institution policies* to check their policies on this issue or read the institution's Part 2 entry in the *UAC 2010 Guide* for details.

## Special consideration/admission scheme

If you are not able to apply through EAS you may be eligible to apply for special consideration. Read *Table 3: Educational Access Schemes (EAS) – institution policies* to check the institutions' policies on this issue.

## Australian Aboriginal or Torres Strait Islander applicants

### *If you are applying for consideration as an Australian Aboriginal or Torres Strait Islander*

Institutions have specific schemes for Aboriginal and Torres Strait Islander applicants. Most institutions take into account all types of educational disadvantage experienced by applicants when they assess applications for these schemes. Remember to check with institutions to make sure that they do take into account all types of disadvantage when they assess your application. If they do, you don't need to submit an EAS application. If they don't, then you must submit an EAS application so that the educational disadvantages you have experienced can be assessed. You must also submit an application for admission to tertiary study to UAC.

Read each institution's entry in Part 2 of the *UAC 2010 Guide* or on UAC's website at [www.uac.edu.au](http://www.uac.edu.au) to find out whether you need to submit an application direct to the institution as well as submitting your application for tertiary study to UAC.

### *If you are not applying for consideration as an Australian Aboriginal or Torres Strait Islander*

If you are an Aboriginal or Torres Strait Islander and do not wish to apply for consideration on this basis, but wish to apply for consideration on one or more of the types of educational disadvantage listed in Table 1 of this booklet, you must submit an EAS application. You must also submit an application for admission to tertiary study to UAC.

For advice about admission and institution-specific schemes contact the following:

#### **Australian Catholic University**

Yalbalinga Indigenous Support Unit (02) 9701 4258

#### **Australian Maritime College**

Riawunna Aboriginal Education Unit (03) 6226 2539

#### **Australian National University**

Jabal Indigenous Higher Education Centre (02) 6125 3520

#### **Charles Sturt University**

Koori Admissions Program Co-ordinator (02) 6933 4121

#### **Griffith University**

GUMURRII Student Support Unit (07) 5552 8820

#### **La Trobe University**

**Albury-Wodonga:** Aboriginal Liaison Officer (03) 9479 3428

**Mildura:** Student Support Officer (03) 5051 4000

#### **Macquarie University**

Warawara, the Aboriginal and Torres Strait Islander Programs Unit (02) 9850 8893

#### **Southern Cross University**

Gnibi College and the Indigenous Student Support and Access Centre (ISSAC) 1800 816 676 (freecall)

#### **University of Canberra**

Ngunnawal Centre (02) 6201 2998

#### **University of New England**

Oorala Centre (02) 6773 3034

#### **University of New South Wales**

Nura Gili (02) 9385 3805

### University of Newcastle

Wollotuka School of Aboriginal Studies (02) 4921 6863. Students applying for a program at the Central Coast campus (Ourimbah) should contact the Gibalee Unit on (02) 4349 4500.

### University of Sydney

Koori Centre (02) 9351 2046

### University of Technology, Sydney

Jumbunna Indigenous House of Learning 1800 064 312 (freecall) or (02) 9514 1902

### University of Western Sydney

Badanami Centre for Indigenous Education 1800 032 923 (freecall). For more information contact the Course Information Centre on 1300 897 669 (freecall).

### University of Wollongong

Woolyungah Indigenous Centre (02) 4221 3560 or (02) 4221 3776

## Application process

Your EAS application form is included in this booklet. You can download additional copies from UAC's website at [www.uac.edu.au/undergraduate/eas/](http://www.uac.edu.au/undergraduate/eas/). You can also obtain application material from any participating institution or from UAC.

Applications open: early August 2009  
Main closing date: Wednesday 30 September 2009

To guarantee that your application will be considered in time for the Main Round of offers, you must submit it to UAC by **Wednesday 30 September 2009**. The late closing date for EAS applications through UAC is Monday 30 November 2009. UAC cannot guarantee that applications submitted after Wednesday 30 September 2009 will be processed in time for the Main Round of offers, which is when institutions make the majority of their offers.

- UAC does not accept emailed or faxed applications.
- You must provide all supporting documentation with your EAS application form.
- Supporting documentation must be **correctly verified** – read page 9.
- If you do not sign your application it won't be processed.

UAC does not make allowances or take responsibility for late courier or mail deliveries, or applications lost in the mail.

#### Remember:

- you can submit only one EAS application form
- you cannot change your ED code/s after you have submitted your EAS application to UAC
- keep a copy of your EAS application form and a copy of all relevant documentation.

Some institutions accept late direct applications. Refer to *Table 2: Educational Access Schemes – summary* to check their policies on this issue.

**Important:** If you submit an EAS application form to UAC you cannot also submit a late direct EAS application to an institution.



**It is your responsibility to provide the necessary documentation in support of your application. Information that cannot be verified will not be assessed.**

## Your UAC application

Remember, your EAS application is **not** an application for tertiary study at any of the institutions. If you have not already done so you must also apply for tertiary study through UAC.

### ***UAC applications for admission submitted after the EAS late closing date***

You must submit your UAC application for admission to university by the EAS late closing date of 30 November 2009. If your UAC application for admission is not received by 30 November 2009, we will not be able to process your EAS application and we will return your EAS application (with any documents) to you by mail.

If you then still wish to apply for an EAS you will need to submit a late direct EAS application to the institutions to which you wish to apply for tertiary study, providing they accept late direct EAS applications. Refer to *Table 2: Educational Access Schemes – summary* for more information.

## Acknowledging your EAS application

UAC will send you an email message to let you know that you can view and download your EAS acknowledgement letter. When you receive an alert email from UAC, access Online applicant services to view and download your letter. Some email accounts (eg hotmail) could place emails from UAC into a junk folder. Most email accounts allow users to add names or domains to a safe list. Make sure that you add the domain **uac.edu.au** to your list of safe email contacts. It is your responsibility to check your emails regularly (including your junk emails) for any messages from UAC.

If you haven't received an acknowledgement by the middle of December 2009, call UAC on (02) 9752 0200.

Some institutions will notify you of your eligibility to their scheme. Read *Table 3: Educational Access Schemes – institution policies* for more information.

## Preferences

To be eligible for consideration under an institution's scheme, you must have at least one preference to that institution in your list of preferences at midnight on Wednesday 6 January 2010, which is the closing date for changes of preference for Main Round offers.

## Minimum ATAR requirements

Some institutions specify a minimum Australian Tertiary Admission Rank (ATAR), or equivalent, that you must achieve to be eligible for consideration to their EAS. Read *Table 3: Educational Access Schemes – institution policies* to check their policies.

## Offers

You may be eligible for consideration under an institution's educational access scheme and not be offered a place. This is because you have to compete for an offer to your preferred course/s with other applicants. If you do receive an offer you will be notified by UAC in the Main Round of offers on Wednesday 20 January 2010.

## Ongoing help

Institutions provide comprehensive ongoing support programs. Read each institution's entry in Part 2 of the *UAC 2010 Guide* or on UAC's website at [www.uac.edu.au](http://www.uac.edu.au) for more information.

# Instructions for filling in your 2010 Educational Access Schemes application

## Before you start:

- submit your application for tertiary study to UAC before you submit your EAS application
- have these instructions and the EAS form open alongside each other
- when you fill in the form print clearly in **BLOCK LETTERS** and use a **black/dark blue** pen
- attach all supporting documents/information to your EAS application form.

## How to fill in your application

### 1 UAC application number

Write your UAC application number in the box in the top right-hand corner of the form.

### 2 Personal details

Complete all parts – Name, Address, Australian daytime telephone number, Date of birth, Name of school (2009 Year 12 applicants only).

**Note:** If you change your postal address notify UAC immediately either in writing or on UAC's website at [www.uac.edu.au](http://www.uac.edu.au) (you'll need your UAC number and UAC PIN). This will ensure you receive any important correspondence from participating institutions or UAC.

### 3 Educational disadvantage

Write the ED code/s from Table 1 (which starts on page 12 of this booklet) that best describe/s the reasons for your educational disadvantage. You must include at least one code.

#### Financial hardship – F01A or F01B

If you are claiming financial hardship under F01A or F01B you must enter your Centrelink Customer Reference Number (CRN) in this section. Your CRN is not the same as your Centrelink Customer Access Number (CAN). See F01A and F01B on page 14 for more information.

#### Not sure about types of disadvantage?

Telephone UAC to check types of disadvantage, for example:

- if you have experienced a disadvantage and you are unsure which category it fits into
- if you have experienced a disadvantage that does not clearly fit into one of the categories listed on pages 12-22 of this booklet and you are unsure how to proceed with your application.

### 4 Declaration

Sign and date your EAS application form. If you do not sign the form your application will not be processed.

**Note:** You must read and accept all conditions in the UAC application declaration and authority on page 8 of this booklet before signing your EAS application.

### 5 Applicant's statement and Educational impact statement

#### Applicant's statement

You need to provide a separate *Applicant's statement* and *Educational impact statement* for each ED code you have claimed in section 3 of this application. If you have claimed more than three ED codes you will need to make copies of page 2 or download additional copies from [www.uac.edu.au/undergraduate/eas/](http://www.uac.edu.au/undergraduate/eas/) to complete and attach to your application.

You must complete the *Applicant's statement* yourself in your own words. If it is not completed and signed by you, your application will not be assessed\*.

- read *Table 1: Types of disadvantage*, which gives guidelines about the essential information you need to include in your *Applicant's statement* for each ED code
- include the period of disadvantage
- be precise and print clearly using a black/dark blue pen
- provide all necessary and correctly verified documents required for each specific type of disadvantage as described in Table 1, which begins on page 12 of this booklet
- personally sign and date the statement.

\* If exceptional circumstances exist which make it impossible for you to complete and sign your own *Applicant's statement*, a statement (written on your behalf by the person who signs the application form) must be included with your application to explain those circumstances.

#### Educational impact statement

You must arrange for an *Educational impact statement* to be completed for each ED code you have claimed in section 3 of this application.

Your application will not be assessed if you do not provide an *Educational impact statement* for each ED code you have claimed. The *Educational impact statement* must be completed by a responsible person who can comment on your case. All parts must be completed.

- If you are a 2009 Year 12 student this statement must be completed by your school/college principal, counsellor, year adviser or careers adviser.
- If you are a 2009 Year 12 student and you are unable to have your school complete the *Educational impact statement*, attach an explanation as to why this is the case. In addition, you must include a statement explaining the relationship of the signatory of the statement to yourself, and have that person confirm the relationship in their *Educational impact statement*.
- Examples of a responsible person are a doctor, lawyer, accountant, social worker, counsellor, religious or community leader. **The person must not be related to you.**

- If you are a non-current Year 12 student the statement may be completed and signed by a responsible person who can verify what you have written.
- The school representative or responsible person must explain how the educational disadvantage you have experienced has affected your *educational performance*.
- The person who completes the *Educational impact statement* must provide information for both parts – A) *Educational disadvantage/s* (including *Impact* section) and B) *Details of responsible person* – and where appropriate should include information about your level of educational performance prior to the disadvantage.
- The *Educational impact statement* and the *Medical impact statement* must **not** be completed by the same person.
- Your EAS application will not be assessed if a separate *Educational impact statement* is not completed for each ED code you have claimed.

**You must not alter, or add to, the *Educational* or *Medical impact statements* in any way.**

**Make sure that the responsible person who completes the *Educational impact statement* has read the relevant parts in this booklet, especially *Table 1: Types of disadvantage*.**

## 6 Medical impact statement

You must arrange for the *Medical impact statement* to be completed if you have entered the ED code P01A in your EAS application.

The *Medical impact statement* must be completed by a registered health professional who is familiar with your condition. All parts must be completed.

- Examples of a registered health professional are a medical practitioner, psychologist or specialist who is familiar with your circumstances and who can provide information on the disability/medical condition and its effect on your ability to study. **The person must not be related to you.**
- The person who completes the *Medical impact statement* must provide information for all three parts – A) *Medical condition/disability*, B) *Effect on ability to study* (including *Impact* section) and C) *Details of registered health professional*.
- The *Medical impact statement* and the *Educational impact statement* must **not** be completed by the same person.
- Your EAS application may not be assessed if you have entered code P01A and the *Medical impact statement* is not completed.

**You must not alter, or add to, the *Educational* or *Medical impact statements* in any way.**

**Make sure that the registered health professional who completes the *Medical impact statement* has read the relevant parts in this booklet, especially *Table 1: Types of disadvantage*.**

## 7 Declaration of third party health information

You must complete the Declaration in section 7 if you are providing health information about someone other than yourself.

# Declaration and authority

You must read and accept all conditions in the following Declaration and authority before submitting your Educational Access Schemes (EAS) application.

**Your application cannot be considered unless you or your authorised agent accept all conditions set out below by signing and dating section 4 of your EAS application.**

- 1 I declare that all the information submitted is true and complete.
- 2 I declare that I have read and understand the UAC Privacy Policy on the inside front cover of this booklet.
- 3 I authorise UAC to verify any information provided by me.
- 4 I authorise Centrelink to electronically provide a statement of information to UAC to assist in the assessment of my 2010 EAS application. I understand that the information provided by Centrelink may include, where relevant, current or historical details of payments received, dependents, Centrelink deductions, income, assets and confirmation of my current address.  
  
I understand that this authority can be revoked at any time by giving notice to UAC or the participating institution.  
  
I understand that I will be able to obtain a written copy of the statement at any time from either UAC or Centrelink.  
  
I understand that a brochure is available from Centrelink that provides more details about the Centrelink Confirmation eServices; the brochure is also on Centrelink's website at [www.centrelink.gov.au](http://www.centrelink.gov.au).
- 5 I authorise UAC to provide all information and documents provided with and/or obtained in connection with this application to any institution to which I have made application for an EAS.
- 6 I authorise UAC to collect, receive, store, transfer and use any information provided by me, or any information obtained in connection with this application, and to disclose such information to all participating institutions, Universities Australia, Universities Australia member institutions, the members of the Australasian Conference of Tertiary Admissions Centres (ACTAC), and any other authority or tertiary educational institution either in Australia or overseas, where UAC reasonably considers it is necessary to make such disclosure.
- 7 I understand that UAC and the participating institutions have the right to vary or cancel an EAS application and/or application for admission or an enrolment made on the basis of what UAC or a participating institution determines to be untrue or incomplete information from any source.
- 8 I understand that institutions make offers of admission based on the consideration of EAS applications, which includes information provided by me and advice received from UAC. If a participating institution subsequently finds that the information or advice was incorrect, it may withdraw the offer of admission.

# Documentation

- You must supply documentary evidence where requested in *Table 1: Types of disadvantage* to support disadvantage/s claimed.
- If you don't supply complete and correctly verified documentation your EAS application will not be assessed.
- You must send verified copies of documents, **do not send originals**.

## Photocopies

So that your EAS application can be assessed correctly, ensure that all photocopied documents that you submit are:

- legible
- easy to read, especially visas and stamps with dates
- correctly verified.

## Correctly verified documents only

Send correctly verified documents only. Read 'Who can verify copies for you?' below. However, you must be prepared to provide original documents if we ask for them. UAC does not return documents.

If you send original documents and want them returned to you, you must write to UAC enclosing a cheque or money order for the relevant fee. If the documents relate to the current admissions period, the fee is \$35. If the documents relate to a previous admissions period (up to two years), the fee is \$50.

## Who can verify copies for you?

To have your original documents verified by UAC or by any participating institution, you can take them in person to UAC or the Admissions Office of an institution. Your original documents will be copied and handed back to you. UAC will retain the copies with your application. The Admissions Office will give the copies to you to submit with your application to UAC. There may be a charge for copies made at some participating institutions.

Alternatively, you can have your documents verified by someone who belongs to one of the categories listed below. The categories depend on whether you are having your documents verified in Australia, New Zealand or overseas – check carefully which categories apply to you. The person who verifies your document/s must be contactable by telephone during normal working hours. You cannot verify your own documents, even if you belong to one of the categories listed below.

### a) Documents verified in AUSTRALIA

#### Anyone who is currently employed as:

- an accountant – member of the Institute of Chartered Accountants in Australia, or CPA Australia, or the National Institute of Accountants, or the Association of Taxation and Management Accountants or Registered Tax Agents
- a bank manager, but not a manager of a bank travel centre
- a credit union branch manager
- a commissioner for declarations
- a barrister, solicitor or patent attorney
- a police officer in charge of a police station, or the rank of sergeant and above

- a postal manager
- a principal of an Australian secondary college, high school or primary school.

#### An authorised officer at:

- Universities Admissions Centre (UAC)
- the Admissions Office or Student Services Office at any participating institution
- the Administration Office at any TAFE college
- Queensland Tertiary Admissions Centre (QTAC), Victorian Tertiary Admissions Centre (VTAC), South Australian Tertiary Admissions Centre (SATAC), Tertiary Institutions Services Centre (TISC–WA)
- the official records department of the institution that originally issued the document/s.

#### A Justice of the Peace with a registration number.

**Copies verified by a Justice of the Peace without a registration number will NOT be accepted.** To find a Justice of the Peace in your area, check the public register of JPs available online from the NSW Attorney-General's Department at [www.lawlink.nsw.gov.au](http://www.lawlink.nsw.gov.au).

### b) Documents verified in NEW ZEALAND

#### Anyone who is currently employed as:

- an accountant – member of the Institute of Chartered Accountants in New Zealand
- a bank manager, but not the manager of a bank travel centre
- a credit union branch manager
- a barrister, solicitor or patent attorney
- a police officer in charge of a police station, or the rank of sergeant or above
- a postal manager
- a principal of a New Zealand secondary college, high school or primary school.

#### An authorised officer at:

- the Admissions Office or Student Services Office at any New Zealand university or institute of technology
- the official records department of the institution that originally issued the document/s
- an Australian overseas diplomatic mission or Australian Educational Centres.

**Copies verified by a New Zealand Justice of the Peace will NOT be accepted.**

### c) Documents verified OVERSEAS (except New Zealand)

#### An authorised officer at:

- the official records department of the institution that originally issued the document/s
- an Australian overseas diplomatic mission or Australian Educational Centres.

**Copies verified by overseas notaries will NOT be accepted.**

## How should the authorised officer verify each document?

### The authorised officer must:

- write 'I certify this to be a true copy of the document shown and reported to me as the original'
- sign

and print the following details:

- name
- address
- contact telephone number
- profession or occupation or organisation
- date verified

and include the official stamp or seal of the verifier's organisation on the copy, if the organisation has such a stamp.

In addition to the above, a Justice of the Peace must also print:

- their registration number
- the state in which they are registered as a Justice of the Peace.

## Overseas documents – general

If you have undertaken studies overseas in a language other than English, you must supply verified copies of the following documents:

- the original language transcript of studies showing subjects and results
- the original language award certificate (if a qualification has been completed)
- an English translation of these documents
- a copy of grading scale where available

The translation must be from one of the following organisations (translations made by the issuing institution may not be acceptable):

- Community Relations Commission for a Multicultural New South Wales  
Level 8, Stockland House, 175 Castlereagh St Sydney 2000  
telephone: 1300 651 500 (freecall)  
website: [www.crc.nsw.gov.au](http://www.crc.nsw.gov.au)
- National Accreditation Authority for Translators & Interpreters (NAATI)  
telephone: (02) 9267 1357  
website: [www.naati.com.au](http://www.naati.com.au)  
NAATI qualified freelance or private agency translators must have been accredited as at least a professional 'translator' (formerly known as Level 3); translated documents must display the official NAATI stamp provided to qualified translators.  
For listings of NAATI accredited translators available throughout Australia and some overseas locations, check the Practitioners' Directory at [www.naati.com.au](http://www.naati.com.au).
- interstate office of either the Ethnic Affairs Commission or the Department of Immigration and Citizenship (DIAC)
- Australian diplomatic missions or Australian Educational Centres
- some major banks; you will need to check with specific banks.

**Copies translated by any other sources, including overseas notaries, will not be accepted.**

## Documents not verified or not verified correctly

### UAC is not permitted to process:

- documents that have been verified by a Justice of the Peace without a registration number
- documents verified by an International Justice of the Peace
- documents that are just photocopies, that is, not verified
- documents that have not been correctly verified.



## Photocopies

All photocopied documents that you submit must:

- be legible
- be easy to read, especially visas and stamps with dates
- be correctly verified.

## Checklist – things you must do

Before you submit your EAS application check that you have:

- submitted your application for tertiary study with UAC
- read all the relevant sections of your EAS booklet
- clearly printed your ED codes in section 3 using only the codes listed in Table 1
- completed an *Applicant's statement* for each ED code you have claimed
- arranged for an *Educational impact statement* to be completed for each ED code you have claimed
- arranged for the *Medical impact statement* to be completed if you have included ED code P01A
- attached all necessary documents; they must be verified correctly. See page 9 of this booklet
- read the Declaration on page 8 of this booklet and signed and dated page 1 of your application
- kept a copy of your ED codes on page 3 of this booklet
- kept a copy of your application form
- kept a copy of all documentation.

# How institution schemes work

EAS applications are assessed centrally at UAC but individual institutions have their own policies on how EAS assessments are used in the allocation of offers. There are two EAS methods used by institutions, as described below. Also see *Table 2: Educational Access Schemes – summary* for information on how each institution uses EAS assessments to allocate places in their courses.

## Allocation method

Institutions set aside a number or percentage of places in each of their courses for EAS applicants. The institution policy specifies that EAS applicants may be made an offer to a course with a selection rank up to a certain number of points below the published cut-off. EAS applicants are assessed by the institution as 'eligible' or 'not eligible' for consideration under their scheme and, if eligible, compete for the specified EAS places against each other on the basis of academic merit.

Being eligible for consideration under EAS does not guarantee an offer of a place because a large number of EAS applicants with a higher selection rank may apply to the same course and there are only limited EAS places available.

### Example

Peter has an ATAR of 80.00. The published cut-off for the course Peter is seeking entry to is 83.00 at Institution A. There are five EAS places available in this course and EAS applicants can be made an offer with a selection rank up to 10 points below the cut-off. Twenty EAS-eligible applicants have applied to the same course as Peter. These applicants are ranked on the basis of academic merit and the EAS places in the course are allocated to the five applicants with the highest selection ranks. The fifth applicant has an ATAR of 81.50. Even though Peter was eligible for consideration under EAS he does not receive an offer to the course because other EAS applicants applying to that course had higher selection ranks.

## Bonus points method

Institutions do not set aside EAS places but instead use the EAS assessment information to allocate bonus points to an applicant's selection rank. This means that an applicant's selection rank is increased and they compete with all other applicants for a place in the course on the basis of academic merit. The allocation of bonus points does not guarantee entry to the institution or to the applicant's preferred course; applicants must meet the published cut-off for the course they are applying to.

### Example

Sally has an ATAR of 70.00. The published cut-off for her preferred course is 71.55. On the basis of Sally's EAS assessment, Institution B awards Sally a bonus of 2. Sally's adjusted selection rank for that course is 72.00 so she receives an offer to the course.

#### Bonus points do not change your ATAR

As described above, sometimes institutions allocate bonus points which are added to your selection rank not your ATAR. In the example above, Sally's ATAR is still 70.00; it is the selection rank for her preferred course that is changed to 72.00.

### Generally, the most frequently asked questions about ATARs and bonus points are:

#### *If I'm eligible to get bonus points, does my ATAR change?*

No. If institutions allocate bonus points they are not added to your ATAR. Bonus points are not ATAR points, they are just that – bonus points. Bonus points don't change your ATAR; bonus points change your **selection rank**.

There are some instances where your ATAR might change:

- 1 if the Board of Studies provides amended HSC results to UAC
- 2 if you complete additional courses and
- 3 if you repeat courses you have already completed.

If it does change, you will receive a new ATAR Advice Notice. Otherwise, your ATAR never changes.

#### *If bonus points don't increase my ATAR, then how do they work?*

Institutions allocate bonus points for different circumstances. Examples include students with strong performance in specified HSC subjects, students who live or attend school in an area defined by the university and students who have applied for consideration through Educational Access Schemes.

For most Year 12 applicants, their selection rank for university entrance is their ATAR. However, if universities allocate bonus points to you, then your selection rank = ATAR+bonus points. As the bonus points schemes for each university, and often for each course at the same university, are different then your selection rank can be different for each course you list in your course preferences.

**Table 2: Educational Access Schemes – summary**

<b>Institution</b> <i>Name of scheme</i>	<b>Summary information about the schemes</b> Read <i>How institution schemes work</i> on page 11 for information about the EAS methods
<b>Australian Catholic University</b> <i>Special Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Late direct applications not accepted
<b>Australian Maritime College</b> <i>Educational Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Wednesday 6 January 2010
<b>Australian National University</b> <i>Countrywide Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Design Arts, Visual Arts or Music courses and, depending on demand, eligibility under Countrywide may be disregarded for the following highly competitive courses: - B Philosophy (Honours) - B Social Sciences (Honours in Actuarial Studies and Economics) <b>Late direct closing date:</b> Late direct applications not accepted Visit <a href="http://www.anu.edu.au/countrywide">www.anu.edu.au/countrywide</a> for more information about the Countrywide Access Scheme.
<b>Charles Sturt University</b> <i>Special Consideration for Admission Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Wednesday 6 January 2010 Visit <a href="http://www.csu.edu.au/division/studserv/equity/">www.csu.edu.au/division/studserv/equity/</a> for more information about the Special Consideration for Admission Scheme.
<b>Griffith University</b> <i>Educational Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Wednesday 6 January 2010
<b>La Trobe University</b> <i>Educational Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Wednesday 6 January 2010 Visit <a href="http://www.latrobe.edu.au/aw/future_students.html">www.latrobe.edu.au/aw/future_students.html</a> for more information about the Educational Access Scheme.
<b>Macquarie University</b> <i>Lighthouse Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Late direct applications not accepted Visit <a href="http://www.futurestudents.mq.edu.au/undergraduate/ApplyingAndEnrolling/AlternativePathways/index.html">www.futurestudents.mq.edu.au/undergraduate/ApplyingAndEnrolling/AlternativePathways/index.html</a> for more information about the Lighthouse Scheme.
<b>Southern Cross University</b> <i>Educational Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Late direct applications not accepted
<b>University of Canberra</b> <i>Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Wednesday 6 January 2010 Visit <a href="http://www.canberra.edu.au/student-services/applying-to-study/uac-admissions">www.canberra.edu.au/student-services/applying-to-study/uac-admissions</a> for more information about the Access Scheme.

**Table 2: Educational Access Schemes – summary continued**

<b>Institution</b> <i>Name of scheme</i>	<b>Summary information about the schemes</b> Read <i>How institution schemes work</i> on page 11 for information about the EAS methods
<b>University of New England</b> <i>Special Consideration Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> B Medicine <b>Late direct closing date:</b> Late direct applications not accepted Visit <a href="http://www.une.edu.au/studentcentre/admissions.php">www.une.edu.au/studentcentre/admissions.php</a> for more information about the Special Consideration Scheme.
<b>University of New South Wales</b> <i>ACCESS Scheme</i>	<b>EAS method used:</b> Bonus points Students attending Priority Schools Funding Program (PSFP) schools and Country Areas Program (CAP) schools in NSW are automatically awarded bonus points under UNSW's ACCESS Scheme. UAC automatically generates an 'electronic' application for these students, ED codes S01A and S01B. Refer to page 21. <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Late direct applications not accepted Visit <a href="http://www.unsw.edu.au/access">www.unsw.edu.au/access</a> for more information about the ACCESS Scheme.
<b>University of Newcastle</b> <i>University of Newcastle Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> B Medicine or B Laws (Graduate Entry) <b>Late direct closing date:</b> Wednesday 6 January 2010 Visit <a href="http://www.newcastle.edu.au/study/undergraduateadmissions/specialentry.html">www.newcastle.edu.au/study/undergraduateadmissions/specialentry.html</a> for more information about the University of Newcastle Access Scheme.
<b>University of Sydney</b> <i>Broadway Scheme</i>	<b>EAS method used:</b> Allocation – if you are eligible you may receive an offer if your ATAR is within 5 points of the published Main Round cut-off for 2010. <b>Courses excluded from EAS:</b> Certain courses (see web address below). <b>Late direct closing date:</b> Late direct applications not accepted Visit <a href="http://www.usyd.edu.au/current_students/student_administration/admissions/broadway_scheme.shtml">www.usyd.edu.au/current_students/student_administration/admissions/broadway_scheme.shtml</a> for more information about the availability of courses under the Broadway Scheme.
<b>University of Technology, Sydney</b> <i>inpUTS Educational Access Scheme</i>	<b>EAS method used:</b> Allocation – if you are eligible you may receive an offer if your ATAR is within 10 points of the published Main Round cut-off for 2010. Students attending Priority Schools Funding Program (PSFP) schools, Country Areas Program (CAP) schools, or schools within similar programs in NSW are automatically eligible for the InpUTS Educational Access Scheme. UAC automatically generates an 'electronic' application for these students, ED codes S01A and S01B. Refer to page 21. <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Late direct applications not accepted Visit <a href="http://www.equity.uts.edu.au">www.equity.uts.edu.au</a> for more information about the inpUTS Educational Access Scheme.
<b>University of Western Sydney</b> <i>Educational Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Late direct applications not accepted Visit <a href="http://www.uws.edu.au/admissions">www.uws.edu.au/admissions</a> for more information about the Educational Access Scheme.
<b>University of Wollongong</b> <i>Educational Access Scheme</i>	<b>EAS method used:</b> Bonus points <b>Courses excluded from EAS:</b> Open to all courses <b>Late direct closing date:</b> Wednesday 6 January 2010 Visit <a href="http://www.uow.edu.au/future/specialaccess/index.html">www.uow.edu.au/future/specialaccess/index.html</a> for more information about the Educational Access Scheme.

### Table 3: Educational Access Schemes – institution policies

See **KEY** below for an explanation of these policies.

<i>Institution</i>	<i>Name of scheme</i>	<i>Record of failure or exclusion*</i>	<i>Elite athlete/performer*</i>	<i>Special consideration/admission scheme*</i>	<i>Eligibility letters/emails</i>	<i>Minimum ATAR</i>
Australian Catholic University	Special Access Scheme	No	Yes p 110	No	No	No
Australian Maritime College	Educational Access Scheme	No	No	Yes p 116	No	No
Australian National University	Countrywide Access Scheme	Yes p 120	Yes p 121	Yes p 121	No	Yes 72.55
Charles Sturt University	Special Consideration for Admission Scheme	No	Yes p 133	Yes p 133	No	No
Griffith University	Educational Access Scheme	Yes p 147	Yes #	Yes #	No	No
La Trobe University	Educational Access Scheme	No	No	Yes p 159	No	No
Macquarie University	Lighthouse Scheme	No	Yes p 167	Yes p 167	No	Yes 72.55
Southern Cross University	Educational Access Scheme	No	Yes p 183	No	No	No
University of Canberra	Access Scheme	Yes p 193	Yes p 194	Yes p 194	No	No
University of New England	Special Consideration Scheme	No	Yes p 201	No	No	No
University of New South Wales	ACCESS Scheme	Yes p 218	Yes p 218	Yes p 218	Yes	No
University of Newcastle	University of Newcastle Access Scheme	No	Yes #	Yes #	No	No
University of Sydney	Broadway Scheme	Yes p 266	Yes p 267	Yes p 267	Yes (by email)	No
University of Technology, Sydney	inpUTS Educational Access Scheme	Yes p 294	Yes p 294	Yes p 294	No	Yes 69.00
University of Western Sydney	Special Consideration Scheme	No	Yes p 314	Yes p 314	No	No
University of Wollongong	Educational Access Scheme	No	No	No	No	No

\* The page number in the UAC 2010 Guide where you can find detailed information is provided for your easy reference.

# Contact the institution for information.

#### KEY

##### Record of failure or exclusion

- Yes** These institutions have special consideration schemes for applicants who have a record of failure and/or exclusion at tertiary study due to circumstances beyond their control.
- No** These institutions do not have such special consideration schemes.

##### Elite athlete/performer

- Yes** These institutions may give special consideration to elite athletes/performers.
- No** These institutions do not give special consideration to elite athletes/performers.

##### Special consideration/admission scheme

- Yes** These institutions have a special consideration/admission scheme.
- No** These institutions do not have a special consideration/admission scheme.

##### Eligibility letters/emails

- Yes** These institutions will notify you of your eligibility for the institution's scheme in late December, either by letter or by email, if you have at least one course from that institution in your list of preferences at 30 November 2009.
- No** These institutions will not notify you of your eligibility. The outcome of your application will be reflected when Main Round offers are published in January 2010.

##### Minimum ATAR

- Yes** These institutions specify a minimum ATAR (or equivalent) that you must achieve to be eligible for consideration under their EAS.
- No** These institutions do not specify a minimum ATAR (or equivalent) that you must achieve to be eligible for consideration under their EAS.

# Equity Scholarships

are available to help you find the money to go to or stay at uni

**APPLY NOW!**

For all the details go to section 7 of the *UAC 2010 Guide* or visit UAC's website

[www.uac.edu.au](http://www.uac.edu.au) 



# Institution contact details

EAS

## Australian Catholic University

tel: 1300 ASK ACU Student Centre  
(275 228)

email: [futurestudents@acu.edu.au](mailto:futurestudents@acu.edu.au)  
website: [www.acu.edu.au](http://www.acu.edu.au)

## Australian Maritime College

tel: 1300 363 864 Prospective Student Officer

email: [amcinfo@amc.edu.au](mailto:amcinfo@amc.edu.au)  
website: [www.amc.edu.au](http://www.amc.edu.au)

## Australian National University

tel: (02) 6125 5594 Admissions Office

email: [countrywide.office@anu.edu.au](mailto:countrywide.office@anu.edu.au)  
website: [www.anu.edu.au/countrywide](http://www.anu.edu.au/countrywide)

## Charles Sturt University

tel: 1800 334 733 (freecall)  
(02) 6338 4256 Equity Officer

email: [equity.officer@csu.edu.au](mailto:equity.officer@csu.edu.au)  
website: [www.csu.edu.au/division/studserv/equity/special-consideration/index.htm](http://www.csu.edu.au/division/studserv/equity/special-consideration/index.htm)

## Griffith University

tel: 1800 154 055 (freecall)  
(07) 3735 7700

email: [admissions@griffith.edu.au](mailto:admissions@griffith.edu.au)  
website: [www.griffith.edu.au](http://www.griffith.edu.au)

## La Trobe University

tel: (02) 6024 9790 Admissions

email: [a.kerin@latrobe.edu.au](mailto:a.kerin@latrobe.edu.au)  
website: [www.latrobe.edu.au/studadmin](http://www.latrobe.edu.au/studadmin)

## Macquarie University

tel: (02) 9850 6410 Coursework Studies

email: [coursework@mq.edu.au](mailto:coursework@mq.edu.au)  
website: [www.reg.mq.edu.au/undergrad](http://www.reg.mq.edu.au/undergrad)

## Southern Cross University

tel: 1800 626 481 (freecall)  
(02) 6620 3444 Student Services

email: [admissions@scu.edu.au](mailto:admissions@scu.edu.au)  
website: [www.scu.edu.au/student-services](http://www.scu.edu.au/student-services)

## University of Canberra

tel: 1300 301 727 Student Services

email: [admissions@canberra.edu.au](mailto:admissions@canberra.edu.au)  
website: [www.canberra.edu.au/student-services](http://www.canberra.edu.au/student-services)

## University of New England

tel: (02) 6773 4444 Admissions Officer  
(02) 6773 2897 Equity Office

email via website: [www.une.edu.au/contact-us](http://www.une.edu.au/contact-us)  
website: [www.une.edu.au](http://www.une.edu.au)

## University of New South Wales

tel: (02) 9385 3228 Admissions Office

email: [ugadmis@unsw.edu.au](mailto:ugadmis@unsw.edu.au)  
website: [www.unsw.edu.au/access](http://www.unsw.edu.au/access)

## University of Newcastle

tel: (02) 4921 5000 Enquiry Centre  
(02) 4921 5311 Admissions Officer

email: [admissions@newcastle.edu.au](mailto:admissions@newcastle.edu.au)  
website: [www.newcastle.edu.au](http://www.newcastle.edu.au)

## University of Sydney

tel: 1300 362 006 University of Sydney Helpline  
(02) 8627 8207 Special Admissions Office

email: [spad@records.usyd.edu.au](mailto:spad@records.usyd.edu.au)  
website: [www.usyd.edu.au](http://www.usyd.edu.au)

## University of Technology, Sydney

tel: (02) 9514 1222 Student Centre  
(02) 9514 1084 Equity and Diversity Unit

email via website: <http://servicedesk.uts.edu.au>  
website: [www.uts.edu.au](http://www.uts.edu.au)

## University of Western Sydney

tel: 1300 897 669

email: [study@uws.edu.au](mailto:study@uws.edu.au)  
website: [www.uws.edu.au](http://www.uws.edu.au)

## University of Wollongong

tel: (02) 4221 3924 Chris Hadley  
Manager, Enrolments, Admissions  
and Scholarships

email: [chris\\_hadley@uow.edu.au](mailto:chris_hadley@uow.edu.au)  
website: [www.uow.edu.au](http://www.uow.edu.au)