



Quick Reference Guide for Year 12 Students: 2024/25



What is VTAC?

If you are planning on further study starting in 2025, you will want to know all about VTAC!

We are the team responsible for processing applications for tertiary courses (like Bachelor Degrees, Diplomas and Certificates) at Victorian institutions (universities, TAFEs and colleges).

Our goal is to make the application process as smooth as possible for you. With just one application, you can select up to eight courses (preferences) at any institution in Victoria. Simply list them in the order you would like to get into, with number 1 being your most wanted course.

Where can I find out more?

For more information about the VTAC process, you can:

- Call us on (03) 9926 1020
- Go to our website at www.vtac.edu.au
- Subscribe to our newsletter www.vtac.edu.au/subscribe
- Follow us on social media @vtacguide

Dates

2024

JULY

29 July 9am

- Applications open
- SEAS and Scholarships applications open

AUGUST

Get started! Create your VTAC applicant profile, submit a course application and submit SEAS and Scholarships application

SEPTEMBER

20 September 5pm

- SEAS and Scholarships preliminary review guarantee closes

30 September 5pm

- Course application deadline (change of preference still open)

OCTOBER

11 October 5pm

- SEAS and Scholarships applications close

NOVEMBER

Make sure you've registered for the VCE Results and ATAR service at www.resultsandatar.vic.edu.au

DECEMBER

12 December 7am

- ATARs released

14 December 12pm

- Change of preference closes for Dec. round

17 December 8am

- IB results release

23 December 10am

- December course offers released

23 Dec 10am - 24 Dec 4pm

- Change of preference open for Jan. round

2025

JANUARY & FEBRUARY

10 January 2pm

- January course offers released
- Further change of preference and offer rounds in January & February

For a full list of dates, please scan here



VTAC CourseSearch

CourseSearch can be found on the VTAC website and is a great tool to research courses that you're interested in studying in Victoria. It also allows you to discover any course requirements and prerequisites for each course.



APPLYING

Any year 12 student studying in Australia can apply for courses through VTAC from over 30 institutions!

A VTAC application is made up of the following steps:

1. Create your VTAC account

Ensure you have your USI number (Unique Student Identifier) and email address handy. You can create your USI at www.usi.gov.au. You can also choose to add a parent or supporter as an authorised nominee on your account, which will give them access to information to support you with your application.

2. Search for courses, and check their requirements

Before adding a course to your preference list, use CourseSearch to understand what the institution expects from you. Each course is different and may have requirements specific to the course. Always remember to check year 12 subject prerequisite requirements (and any other essential requirements) to be eligible for that course.

Visiting your preferred institutions on their open days always helps get a sense of the feel on-campus and to help you better understand their study pathways from their friendly staff.

3. Submit your course preferences

You will need to submit at least one course preference, but all eight should be used to enter back-up courses and pathway options. Your course preferences will only be submitted if you pay the fee! Make sure to submit on time to avoid any late fees.

4. Submit a SEAS and Scholarships (access & equity) application

We encourage everyone to consider a SEAS & Scholarships application. If your studies have been impacted by circumstances in your personal life, you might be eligible for a SEAS adjustment, or financial assistance through a scholarship. This might make the difference in helping you get into your most wanted course, and provide you financial support during your studies.

VTAC can automatically identify some circumstances based on your account information (such as if your school is underrepresented or if you come from a non-English speaking background), but other evidence might be required.

Make sure to submit your documents as soon as possible so you don't miss out! Get started on your SEAS & Scholarships application early, and contact VTAC before the deadline for advice if you get stuck!

APPLICATION FEE

It costs \$60 to apply if you are in year 12 and apply by 30 September. After this date the fee will rise significantly. You must pay the fee in order to submit your course preferences.

Your application fee covers up to eight course preferences, including unlimited change of preference submissions during the change of preference windows.

CHOOSING A COURSE

What courses you decide on will depend on your personal interests, subjects you enjoyed in school, the characteristics of each university and if you have certain career aspirations in mind.

Institutions host open days throughout the year to get a real sense of what student life is like at their campuses. You can talk to current students about their experiences, and find out about a whole range of information that might help you make your decision.

Choosing a course that's right for you can be difficult. The great part about your preference list is that you can list eight courses, but choosing the right order of those courses is also important.

OFFERS

Course offers are made over a number of offer rounds, but most are made in December.

In each offer round, you will be considered for an offer for all courses in your preference list. If you are eligible to receive more than one offer, you will receive an offer for your highest eligible course preference. This is why you should always have your preferences listed in the order that you would like to get into them.

If you receive an offer through VTAC, you will receive an email with details on how to enrol from the institution. Accept any offer that you are made, then if you are made a more favourable offer in another round, accept the new offer and unenroll in the original offer.

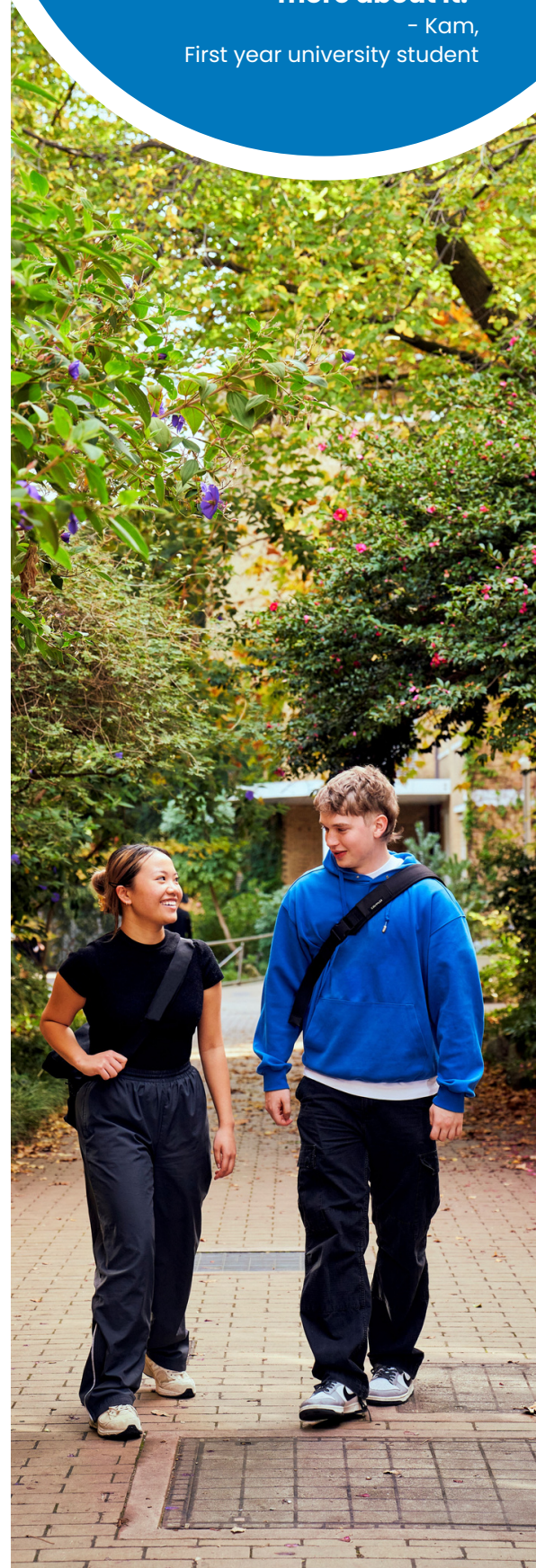
Make sure to understand the pathway options available to you for your desired courses. These can be listed towards the end of your preference list, in case you aren't made an offer for your top course(s).

CHANGE OF PREFERENCE

If you have a change of heart about the courses you have listed, you can reorder, add, or remove course preferences from your list within the change of preference windows. This will be available for you between offer rounds if you need.

"For my first preference, I chose a course that I had researched and decided on after I visited the uni open day and learnt more about it."

– Kam,
First year university student



ATAR

The ATAR is a percentile rank of your year 12 results against all other students who studied in a given year.

You might have heard of “scaled study scores”. VTAC scales Victorian study scores to ensure that different combinations of study programs can be ranked against each other through the ATAR. This is based on the competitiveness of each subject, not how easy or hard a student finds a subject.*

The reason for the ATAR is to be used as a tool for universities to make offers to students, and so you know what ATAR expectations are for courses in your preference list. In this way, it helps keep the selection process transparent.

*Note: Raw subject scores, not scaled study scores, are used for prerequisite requirements.

ADJUSTMENTS

Selection rank adjustments are made by some institutions to improve your chance of selection into a course. Institutions recognise disadvantage through the SEAS process, and high performance in certain raw subject scores to adjust selection ranks. Adjustments do not change your actual ATAR, however they work in addition to your ATAR to improve your chance of a course offer during the application process.

SEAS & SCHOLARSHIPS (ACCESS & EQUITY)

There are many life circumstances that make it difficult to achieve your best at school. The Special Entry Access Scheme is designed to recognise any hardship that impacts your studies, and adjust your selection rank to acknowledge these difficulties.

If something in your life has made study difficult, make sure to submit a SEAS application. VTAC is here to help you, as SEAS might make the difference for you to receive an offer for your dream course.

Circumstances that impact your study might be financial, medical, or other personal difficulties, such as bereavement, lack of access to resources, or trauma-informed experiences.

Access and equity scholarships are also awarded to provide support throughout tertiary study to students who have experienced disadvantage. In addition to access and equity scholarships, students will also be considered for merit-based scholarships through the combined SEAS & Scholarships application.

You can make a combined SEAS and Scholarships application only once you have submitted your course preferences.



We're here to help!

If you feel unsure about the application process, please visit our website, attend upcoming webinars, use our online resources or call us on 03 9926 1020.



Victorian Tertiary Admissions Centre

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