Post School Options 2016-2017
Navigate your Career Journey

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Every effort has been made to ensure that the information contained in this resource is correct at the time of publication. This resource contains links to third party sites. The NSW Department of Education is not responsible for the condition or the contents of these websites.
Each year, the NSW Department of Education offers a free Careers Advisory Service that provides students and their families or caregivers with up to date, impartial information about the range of relevant career and study options available following the release of the Higher School Certificate results by the Board of Studies, Teaching and Educational Standards NSW (BOSTES).

This service builds on a range of career education and planning activities undertaken by students during the year by supporting students in the December holidays when schools are closed. The Careers Advisory Service complements the services provided by BOSTES, the Universities Admissions Centre, TAFE NSW, universities and other providers.

The Careers Advisory Service offers:

- **Phone-in service** - this free state-wide service operates on 19, 20 and 21 December 2016, 9-5pm. Phone: 1300 300 687.
- **E-mail service** - this service also operates on 19, 20 and 21 December 2016. Access is through the website: http://www.cas.det.nsw.edu.au.
- **Useful Links for school leavers** - this facility is available year round on the Careers Advisory Service website and contains a large number of resources for school leavers. Access is through www.cas.det.nsw.edu.au.

Experienced Careers Advisers from government high schools staff the advisory service and offer a well-informed, friendly service.

Please refer students to the Careers Advisory Service. The website www.cas.det.nsw.edu.au offers useful information and internet links. From 19, 20 and 21 December 2016 it acts as the gateway to the phone-in and e-mail service.
Options for Year 12 School Leavers – a brief overview

Go to Work – How can I get a job?
Here are some starting ideas:
• seek help from your personal networks of friends, family and acquaintances
• talk to your school Careers Adviser
• search advertised job vacancies
• contact employers in industries where you would like to work
• visit: http://www.jobsearch.gov.au. You can get help to find a job, write a resume, or work on your own Employment Pathway Plan.
• visit: ‘Useful Links for school leavers’ on this website.

Career information and jobs
The following websites and services are a starting point for everything work-related including making career decisions, finding jobs, writing applications and resumes, preparing for interviews and knowing your rights at work. Visit:
• www.education.gov.au
• www.myfuture.gov.au
• www.humanservices.gov.au.

Combine Work and Study
Combining work and study generally means you are planning to do one, or both, part-time or enter a program which includes learning in the workplace. The combination is likely to increase your current and future success as a student and also as a worker.

• Apprenticeships and traineeships, visit: http://www.australianapprenticeships.gov.au
• See also NSW State Training Services, visit: https://www.training.nsw.gov.au/promotions/apprenticeships_traineeships.html
• Cadetships in NSW, visit: I work for NSW

Take a Gap Year
Many Year 12 school leavers take a gap year. The idea of a gap year is to take a break from study to explore life, the world, paid and volunteer work and your personal goals. Remember that September of the following year will come around quite quickly. At that time you may need to make some decisions, re-apply or confirm a deferred university place, or apply for courses at TAFE or other institutions.

Youth exchange programs
There are numerous exchange programs available. Non-profit organisations such as Rotary run programs for international understanding. Remember to research any youth exchange program carefully to ensure your safety and welfare are paramount, and the cost is not excessive.
Thinking of leaving school early?

**NSW Record of School Achievement (RoSA)**
If you decide to leave school before completing your HSC, the RoSA is the credential you will use when applying for employment, further education or training. The RoSA records your grades or participation in courses from Year 10 until you leave school. You can also choose to sit voluntary literacy and numeracy tests.

The RoSA records completed Stage 5 and Preliminary Stage 6 courses and grades, and participation in any uncompleted Preliminary Stage 6 courses.


**Links to Learning Community Grants Program**
A NSW program that funds organisations to work with students in government schools who are at risk of disengaging. Students need to be in Year 6-Year 11 to access programs that may be available through their school.

Phone: Free call 1800 009 129 or email: youthassist@det.nsw.edu.au or visit: [https://linkstolearning.info/](https://linkstolearning.info/)

**Consider distance education**

**Complete your studies at TAFE NSW**
If you have completed Year 10 and are considering leaving school and studying at TAFE instead: [http://www.tafensw.edu.au](http://www.tafensw.edu.au).

**Youth Issues**
For links to help with health issues, safety issues, legal rights visit: [www.youth.nsw.gov.au](http://www.youth.nsw.gov.au)

**Homeless Youth**
- [http://www.yfoundations.org.au](http://www.yfoundations.org.au) or Phone: (02) 8306 7900

**Youth Employment Strategy**
This strategy is to help young Australians overcome the challenges for in entering the workforce. There is targeted support for groups of young people who are more susceptible to long-term unemployment and are at risk of welfare dependence. The [Youth Transition to Work Program](http://www.tafensw.edu.au) assists young people who have disengaged from work and study.
Important Dates and Phone Numbers
Board of Studies, Teaching & Educational Standards NSW (BOSTES)

15 Dec 2016
6 am HSC results will be delivered to students from:
8 am HSC Inquiry Centre Phone: 1300 138 323
Enter student number and PIN, and follow the prompts.
Remember your BOS Number and Students Online PIN are different from your UAC Number and PIN.

21 Dec 2016
You can download your BOSTES credential as a free PDF from Results Services in My Details. Your HSC credentials will include a HSC Testamur, Record of Achievement detailing your Year 12, 11 and 10 results, and personalised course reports for relevant HSC courses. After downloading, remember to save or print your credentials as your NSW Students Online account will only remain open until 30 June, 2017.

18-20 Jan 2017
Students' formal HSC Testamur will be posted from the Board of Studies.

Universities Admissions Centre (UAC)

UAC Phone: Phone: 1300 275 822 or from mobiles + 61 (02) 9752 0200 (8.30 am – 4.30 pm Monday to Friday) for general information before release of HSC results.

UAC Website: www.uac.edu.au (includes online email enquiry service.)
ATAR Enquiry Centre (from 16-22 December, 2016)-1300 692 827.

UAC app
Download MyUAC from the App Store or Google Play

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 Dec 2016</td>
<td>7:30am - December Round offers released</td>
</tr>
<tr>
<td>16 Dec 2016</td>
<td>9am - ATARs released by UAC on the UAC website or the My UAC app.</td>
</tr>
<tr>
<td>17 Dec 2016</td>
<td>ATAR Advice Notices posted to students who requested them.</td>
</tr>
<tr>
<td>5 Jan 2017</td>
<td>7:30am - January Round 1 offers released</td>
</tr>
<tr>
<td>6 Jan 2017</td>
<td>Closing date for changing preferences for main round offers. These must be made by midnight by internet <a href="http://www.uac.edu.au">www.uac.edu.au</a></td>
</tr>
<tr>
<td>18 Jan 2017</td>
<td>6pm - Main round of UAC offers released</td>
</tr>
<tr>
<td>20-25 Jan 2017</td>
<td>Changing preferences for February Round 1 offers</td>
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<tr>
<td>1 Feb 2017</td>
<td>7:30am - February Round 1 offers released</td>
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<td>Date</td>
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<tr>
<td>30 Jan - 5 Feb 2017</td>
<td>Changing preferences for February Round 2 offers</td>
</tr>
<tr>
<td>9 February 2016</td>
<td>February Round 2 offers released</td>
</tr>
<tr>
<td>10 Feb 2017</td>
<td>Closing date to apply for study in Semester 1, 2017</td>
</tr>
</tbody>
</table>

The Universities can make offers throughout the year, with the final release date for Semester 2, 2017 being 21 July 2016. Students are able to change their preferences following each offer release date, and before the next change of preference closing date.

For each offer round there are certain dates by which you need to apply and pay, provide documents and change your preferences to be guaranteed consideration in that offer round. Not all institutions participate in post-Main offer rounds. Update your application using Check & Change.

**Schools Recommendation Schemes (SRS)**

Checking UAC website for applications for SRS closing dates.

Schools Recommendation Schemes (SRS) are one way institutions make early offers to current Australian Year 12 students who have applied for undergraduate admission through UAC. SRS offers:
- are made in early December, before ATARs are released
- students may receive one or more conditional offers
- students decide which offer to convert to unconditional.

SRS aim to assist access to higher education for current Australian Year 12 students using a wide range of selection criteria, including school recommendations, senior secondary studies and personal awards and achievements.

Institutions have their own policies on determining SRS eligibility and making offers. These approaches may include:
- making early offers based solely on SRS criteria
- making offers based on both SRS criteria and ATAR (or equivalent)
- making offers based on SRS criteria and ATAR (or equivalent) and equity criteria.
Getting Your 2016 HSC Results

Your grades, literacy and numeracy test scores and HSC results are available to view in My Details as soon as they are released by BOSTES.

Delivery of 2016 HSC results

HSC results will be delivered via email and text message from 6.00am on 15 December 2016. If you wish to opt out of receiving your results by email or SMS, go to NSW Students Online, My Details.

You will also be able to access your results that day via NSW Students Online, My Details.

On 21 December 2016, you can download all your BOSTES credentials from NSW Students Online as a PDF. Your credentials may include an HSC Testamur, Record of Achievement, and personalised course reports. You can save or print your credentials directly from NSW Students Online. Your NSW Students Online account will remain open until 30 June, 2017.

View examples of the HSC credentials.

An HSC testamur will be posted to eligible students on Wednesday, 20 January 2016. You can order a further copy of your HSC testamur or a printed copy of your Record of Achievement and course reports at a cost of $16.50. Alternatively you can print all of the documents yourself from Students Online.

Check your contact details now

It is your responsibility to ensure your details are correct. Go to NSW Students Online> My Details> Personal Details, and check:

- Is the email address the one you use most often? Remember, you will have left school when the results are delivered, so your school email may not be the best one.
- Is your postal address correct? Your testamur will be posted to that address.
- Is your name spelt correctly? There is a $16.50 charge if you need to reprint your testamur due to incorrect spelling, so make sure it is correct.

You are able to update your email address, mobile number and postal address yourself, but your school must update your name for you.

HSC results inquiries

The HSC Inquiry Centre (1300 13 83 23) will be available from 8am on 15 December 2016, followed shortly after by other HSC results services.

Record of School Achievement (RoSA)

If you leave school before completing your HSC you may be eligible for the Record of School Achievement (RoSA).
Once your school has requested your RoSA, a copy will be made available to you within 21 days of the date your school tells BOSTES you have left.

**Literacy and numeracy test results**

Your literacy and numeracy test and diagnostic report will be delivered to *My Messages* in your *NSW Students Online* account shortly after completing your test. Read more about the [literacy and numeracy tests](#).

**Need help logging in?**

If this is your first time logging in to your personal account, you need to [activate your account](#) and create your *NSW Students Online* PIN. If you have forgotten your PIN, see [Help](#).

**Remember:** your BOSTES Student Number and *NSW Students Online* PIN are [different](#) from the [UAC Number and PIN](#).

**Important privacy information**

BOSTES will provide the personal details and results of all NSW students to the Universities Admissions Centre for the calculation of the Australian Tertiary Admission Rank or ATAR, and to TAFE NSW. In addition, your principal and some approved officials from the school system to which your school may belong - the Department of Education, or the Catholic Education Commission NSW- will also have access to your results.

BOSTES publishes [HSC merit lists](#) on its website and provides these lists to select media outlets. HSC merit lists include the name, school and course/s of all students who, for example, achieve a HSC mark in the top band in any course. BOSTES does not provide the media with the names or the results of any other students. If you choose not to have your name published on the BOSTES website and provided to the media, you will not be eligible to receive associated awards.

Please read BOSTES' [privacy policy](#). If you require further information on privacy issues or wish to be removed from a published merit list, please [contact us](#).

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**Your ATAR (Information for Students)**

Most university courses in NSW and the ACT attract greater numbers of applicants than available places. The ATAR is a system that enables universities to rank applicants for university entrance in a fair and equitable way. UAC releases your ATAR the day after the BOSTES releases your HSC results.

NSW ranks to a common scale and name used by all states, except Queensland. The top rank is 99.95 and the ATAR indicates a NSW student’s position in relation to the Year 7 students they began high school with, rather than the Year 10 group.
Your ATAR is:
- a rank, not a mark
- based on scaled marks (not on actual HSC marks)
- calculated by the universities and released by UAC.

**Eligibility for an ATAR**
To be eligible for an ATAR you must satisfactorily complete at least 10 units of ATAR courses. Please note that only Board Developed Courses (which have been developed by the Board of Studies NSW i.e. BOSTES) can count towards an ATAR.

These ATAR courses must include at least:
- eight units from Category A courses
- two units of English
- three Board Developed courses of two units or greater
- four subjects.

**Calculating your ATAR**
A student's ATAR is a rank based on an aggregate of scaled marks in 10 units of ATAR courses comprising:
- their best 2 units of English
- their best eight units from their remaining units, which can include up to two units of Category B courses.

**Why do universities use scaled marks?**
Scaling is designed to encourage students to take the courses for which they are best suited. It adjusts the students' raw marks to an estimation of what their marks would have been if all courses had been studied by all students. The underlying principle is that students should neither be advantaged nor disadvantaged by choosing one HSC course over another. For more information on the ATAR:

- Refer to the UAC 2016 - 2017 Guide. The University Admissions Centre supplies Year 12 school students with the Guide to provide general information, application procedures and closing dates for over 1600 undergraduate courses offered by UAC's participating institutions.


- Contact the ATAR Enquiry Centre from 16-22 December 2016 on 1300 MY ATAR (1300 692 827) or 02 9119 5012 from mobiles or overseas numbers. Days and hours of operation will be sent with the booklet in early December.
The UAC Guide (University Admissions Centre)

The UAC Guide is a comprehensive book giving details about tertiary courses, entry procedures and other relevant information for prospective tertiary students. The Guide is divided into:

1. Participating Institutions
2. Apply Direct Institutions

UAC’s Participating Universities include:

**Australian Catholic University**
1300 ASK ACU (1300 275 228) SMS: 0427 522 268
Canberra (02) 6209 1100, North Sydney (02) 9739 2368, Strathfield (02) 9701 4000
Campuses
http://www.acu.edu.au

**Australian Maritime College (UTAS)**
Launceston campus - 1300 363 864
http://www.amc.edu.au

**Australian National University, Canberra**
(02) 6125 5594, Free call 1800 620 032
http://www.anu.edu.au

**Charles Sturt University**
Free call 1800 DEGREE (1800 334 733)
Albury-Wodonga, Bathurst, Canberra, Dubbo, Orange, Parramatta, Port Macquarie and Wagga Wagga campuses
http://www.csu.edu.au

**CQUniversity**
CQUniversity Sydney - 13 CQUi (13 27 86)

**Griffith University**
Free call 1800 677 728  General enquiries (07) 37357111
http://www.griffith.edu.au

**La Trobe University**
1300 135 045
Sydney campus – (02) 9397 7600  Albury-Wodonga campus - (02) 6024 9700
Mildura campus - (03) 5051 4000
http://www.latrobe.edu.au
Macquarie University
North Ryde campus - (02) 9850 6410
City campus - (02) 9964 6533
http://www.mq.edu.au

Southern Cross University
Free call 1800 626 481
Coffs Harbour, Lismore, Gold Coast and Tweed Heads campuses
The Hotel School (02) 8249 3200
http://www.scu.edu.au

Torrens University Australia
1300 575 803
http://www.torrens.edu.au/

University of Canberra
Free call 1800 UNI CAN (1800 864 226)
http://www.canberra.edu.au

University of New England (Armidale)
Free call 1800 818 865   Email or live chat: une.edu.au/askune
http://www.une.edu.au

UNSW Australia (The University of New South Wales)
UNSW Student Recruitment Office Kensington campus (02) 9385 1844
UNSW Canberra at ADFA (02) 6268 6000
UNSW College of Fine Arts (02) 8936 0684
http://www.unsw.edu.au

University of Newcastle
Newcastle campus, Callaghan - (02) 4921 5000
Central Coast campus, Ourimbah - (02) 4348 4000
Port Macquarie campus - (02) 4921 5000
http://www.newcastle.edu.au

University of Sydney
Free call 1800 793 864
http://www.sydney.edu.au

University of Technology, Sydney
1300 ASK UTS (1300 275 887)
http://www.uts.edu.au
University of Wollongong
1300 367 869
http://www.uow.edu.au

Western Sydney University
Phone: 1300 897 669
Bankstown, Campbelltown, Hawkesbury, Lithgow, Nirimba (Blacktown), Parramatta, Penrith, and Westmead campuses.
https://www.westernsydney.edu.au/

Other Tertiary Institutions participating in UAC:

APM College of Business and Communication
1300 880 610
http://www.apm.edu.au

Australian College of Natural Therapies
1300 017 267
http://www.acnt.edu.au

Australian College of Applied Psychology
1800 061 199
http://www.acap.edu.au

Australian National College of Beauty
1300 885 385
http://www.ancb.edu.au

Billy Blue College of Design
Communication, interaction, digital, interior and fashion design
1300 851 245
http://www.billyblue.edu.au

CATC Design School
Graphic Design, Interior Design, Photography
1300 661 111
www.catc.edu.au

International College of Management, Sydney
1800 657 572
http://www.icms.edu.au

Jansen Newman Institute
Courses in Counselling, Psychotherapy or Community Services
1800 777 116
Macleay College – Sydney
Advertising & Media, Journalism and Business
1300 939 888
http://www.macleay.edu.au

MIT Sydney
Sydney campus of the Melbourne Institute of Technology.
Business, IT and Engineering courses
(02) 8267 1400
http://www.mit.edu.au

National Art School
(02) 9339 8744
http://www.nas.edu.au

SAE Creative Media Institute, Australia
Animation, Audio, Design, Film, Games, and Web & Mobile.
Free call 1800 723 338 or (02) 8241 5300
Sydney and Byron Bay campuses in NSW
http://www.sae.edu.au

SIBT (Sydney Institute of Business and Technology)
Diploma qualifications that give a direct pathway to university – not ATAR based
(02) 9850 6222 (Macquarie campus) or (02) 9964 6533 (City campus)

Top Education Institute
Business and Law
(02) 9209 4888
http://www.top.edu.au/

William Blue College of Hospitality Management
1300 851 237
http://www.williamblue.edu.au
UAC's Apply **DIRECT** Institutions include:

**Academy of Information Technology**
Creative Technology Educators
(02) 9211 8399
http://www.ait.nsw.edu.au

**Academy of Interactive Entertainment**
3D animation, game design and visual FX educator
Sydney campus – (02) 8514 8800 or 1300 709 019
Canberra campus – (02) 6162 5131
http://www.aie.edu.au

**Academy of Music and Performing Arts**
(02) 9555 1666
http://www.ampa.edu.au

**Alphacrucis College**
Courses in Business and Leadership, Chaplaincy and Counselling, Education, Ministry and Theology, Music and Creative Arts
1300 228 355
www.ac.edu.au

**Aspire Institute**
Owned and operated by ICMS, Sydney, Aspire is a direct pathway to the second year of a range of Australian universities.
1800 110 490 or (02) 9466 1007
https://aspire.edu.au/

**Australian College of Physical Education (ACPE)**
1300 302 867
http://www.acpe.edu.au

**Australian Film, Television and Radio School (AFTRS)**
1300 131 461 or (02) 9805 6444
http://www.aftrs.edu.au

**Blue Mountains International Hotel Management School**
Leura (02) 4780 1600 or Sydney (02) 9307 4600
http://www.bluemountains.edu.au/

**Canberra Institute of Technology**
(02) 6207 3188
http://www.cit.edu.au
Endeavour College of Natural Health
1300 462 887
http://www.endeavour.edu.au

Excelsia College
Performing and Creative Arts courses within a Christian learning community
(02) 9819 8810
http://www.excelsia.edu.au

JMC Academy
Music, Songwriting, Audio Engineering, Film and Television Production, Entertainment
Business Management, Digital Design, 3D Animation and Game Design
1300 410 311 or (02) 8241 8899
http://www.jmcacademy.edu.au

Raffles College of Design and Commerce
(02) 9633 3800
http://raffles.edu.au/

TAFE NSW Higher Education
Please phone individual campuses listed at http://www.tafensw.edu.au

The University of Notre Dame Australia
(02) 8204 4400 (Broadway campus), (02) 9357 7680 (Darlinghurst campus)
http://www.nd.edu.au

William Angliss Institute
Courses in food, tourism, hospitality and events
1300 ANGLISS or (02) 9125 5111
http://www.angliss.edu.au/sydney
UAC Changes to Course Information - New and Canceled Courses

Every year there are course changes after publication of the UAC Guide. Some courses are cancelled, some are changed significantly, and others are added. The changes are listed separately on the UAC website. Students should be advised to go to www.uac.edu.au/undergraduate/courses/updates/index.shtml to check for such changes so that students can alter their list of preferences if needed.

University Disability Advisers

Students with disability, including mental health issues, medical conditions and learning disabilities should be advised to contact disability advisers to discuss their condition and any special needs they may have. Even if they are unsure, it is a good idea to make contact and learn how the system works in case they do need help or adjustments.

Alternative Entry to University: Schemes for School Leavers

The Educational Access Scheme (EAS) for students who have experienced long-term educational disadvantage is detailed on the UAC website as well as in information that has been sent to schools. Some universities consider late applications to the scheme up to early January. Contact individual universities for late closing dates.

Each university has a special entry scheme for indigenous students. Many have schemes for elite athletes and performers. Check UAC and separate university information for details. Indigenous Education Unit contact information for each institution is also included below.

Alternative Entry information from the UAC website for each institution may assist school leavers who are seeking entry but do not meet the usual criteria.
Note: Information for International Students, Students without the HSC and Mature Age Students is not included here. Check UAC and separate university information for details.
Preparation and Enabling Courses for Recent HSC Graduates

Many of the following are fee-paying options which may suit students who missed out on the ATAR and are seeking to improve their knowledge and skills, and pursue an alternative pathway for entry to a university course. Additional programs for mature-age, Indigenous and international students may be found on the university websites.

University Bridging Courses for Enrolling Students

These courses are specifically designed to prepare students for entry into university. The range of courses includes English language, advanced computer skills, Chemistry, essay writing and many more. Check the relevant university website for more information.

Private Provider Entry Pathways - Universities and Colleges

Entry requirements may vary for Year 12 students with different tertiary private providers/institutions but will often include one or more of the following criteria:

- NSW HSC or equivalent
- Your ATAR
- Certificate IV in a relevant discipline
- Successful admission interview with optional submission of creative portfolio.

Unique Student Identifier (USI)

All students doing nationally recognised training need to have a **Unique Student Identifier (USI)**. This includes students doing Vocational Education Training (VET) in schools. A USI is a reference number made up of numbers and letters. Creating a USI is free. It creates a secure online record of your nationally recognised training that you can access anytime and anywhere, and it’s yours for life. It makes it easier for training organisations to assess students’ pre-requisites, credit transfers and Recognition of Prior Learning (RPL).
Australian Council for Private Education and Training (ACPET)
http://www.acpet.edu.au

ACPET includes private education and training providers offering qualifications at all levels—from basic short courses to postgraduate degrees.

Increasingly, institutions that offer Certificate and Diploma courses also provide accredited degree alternatives, or guaranteed pathways to degree courses at partner universities. The course finder on the ACPET website includes over 1,000 courses, and is a good starting point for investigating private and direct entry education and training options.

Some private providers have government funding for some courses. Student fees vary a great deal and are not always higher than public education alternatives. Visit:


Tertiary Institutions – Other Information

**Deferment** means that a student has received an offer to enrol in a course but they have been given permission by the institution to delay the start of their course for a fixed period, usually six months to a year. All deferments are granted subject to the course being offered the following semester or following year.

[See UAC website.](http://www.acpet.edu.au)

**International Students**

**Student Visa requirements**
To study in Australia as an international student, you need to apply for a student visa. To be eligible for a student visa, you need to meet the conditions set by the Australian Government’s Department of Immigration and Border Protection. [http://www.border.gov.au/Trav/Stud](http://www.border.gov.au/Trav/Stud)

**Students under 18 years of age**
Before you are granted a student visa, the Australian Government must be satisfied that you have appropriate accommodation, support and general welfare arrangements in place for the period that you will be under 18 years of age while in Australia. Each institution decides whether they will accept responsibility for welfare arrangements for international students who are under 18 years of age.

**Australian Defence Forces (ADF)**
In order to serve in the Australian Defence Force, you need to be an Australian citizen with the appropriate citizenship documents. There are a number of other ADF eligibility requirements. To be considered for entry into the ADF you must be at least 16 years and 6 months old to apply with parental or guardian consent, and at least 17 years old at the time of enlistment.
The Defence Jobs website http://www.defencejobs.gov.au allows you to complete your entire job application online.

UNSW Canberra at the Australian Defence Force Academy (ADFA)
Admission to the Australian Defence Force Academy is based on a dual application process. Students need to complete a Defence Force Recruiting process to receive a job offer for the Australian Defence Force in the Navy, Army or Airforce. Applicants start this process by contacting Defence Force Recruiting on 13 19 01.
All applicants must also meet the minimum tertiary entrance requirements for the degree that they wish to study at UNSW Canberra at ADFA.

All applicants must submit an application to UNSW Canberra at ADFA through UAC at www.uac.edu.au. For further information visit: www.unsw.adfa.edu.au.
For all enquiries contact the Student Recruitment Officer on (02) 6268 8201.
Australian Government Financial Assistance

Income support for students and trainees including:

- ABSTUDY
- Education Entry Payment
- Fares Allowance
- Low Income Health Care Card
- Child Care Fee assistance.

For all the latest information and rates check out this webpage.

For further information contact Centrelink [www.humanservices.gov.au](http://www.humanservices.gov.au) or phone 1300 136 380

Smart and Skilled – a NSW Government initiative

Smart and Skilled provides eligible students with:

1. **an entitlement to government-subsidised training** up to and including Certificate III level qualifications, and select traineeships and all apprenticeships.
2. **training in higher-level courses** (Certificate IV and above) in targeted priority areas.

The **student eligibility criteria** means you must be:

- Aged 15 years or older
- No longer at school
- Living or working in NSW and
- An Australian citizen, permanent resident, humanitarian visa holder or New Zealand citizen.

**Studying at TAFE NSW**

‘TAFE’ means ‘Technical and Further Education’. TAFE NSW offers a range of vocational courses including short courses, and certificate to Diploma and Advanced Diploma level. TAFE NSW is also registered as a higher education provider and offers degree level programs across a range of vocations.

Check out the [www.tafensw.edu.au](http://www.tafensw.edu.au) website for entry requirements and fees.

**TAFE NSW Credit Transfer and Recognition of Prior Learning**
Your USI will transfer to TAFE NSW and you may get recognition for courses already attained.

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**Don’t forget to obtain your Unique Student Identifier (USI)**
All students studying a nationally recognised vocational qualification in Australia will need to have a Unique Student Identifier (USI) before they will be issued with a credential. We will assist you to obtain your USI when you enroll at TAFE NSW.

A USI is a Commonwealth issued number made up of 10 letters and numbers. Your USI will give you access to an online account where you can see all your student records and results of nationally recognised training from all providers in one place. To find out how to create a USI visit: [www.usi.gov.au](http://www.usi.gov.au) or talk to your local campus about creating a USI for you.

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**Australian Apprenticeships and Traineeships**

Australian Apprenticeships encompass all apprenticeships and traineeships. They combine time at work with training and can be full-time, part-time or school-based. They can lead to a nationally recognised qualification and are available to anyone of working age. They do not require any entry qualifications.

To learn about Australian Apprenticeships and find your nearest Australian Apprenticeship Network Provider Centre, phone the Skilling Australia Information Line on 13 38 73 or visit: [http://www.australianapprenticeships.gov.au](http://www.australianapprenticeships.gov.au).

For detailed information on Australian Apprenticeships in New South Wales, including information to help you with on-the-job training, your employer, rules and regulations, job descriptions, competencies, trade certificates and more, go to:
How to get an apprenticeship - Group Training Organisations

Group Training Organisations (GTOs) are Australia’s leading employers of Apprentices and Trainees. They are dedicated to providing employment and training opportunities for people throughout New South Wales and the Australian Capital Territory.

Your Group Training Organisation acts as your primary employer. They secure your on-the-job training with businesses known as ‘host employers’, while also organising your off-the-job training with either TAFE or a Registered Training Organisation (RTO). Your GTO also takes responsibility for all paperwork including wages, superannuation and other employee benefits. Most importantly they monitor your progress and offer support throughout the term of your Apprenticeship or Traineeship.


Supporting Students and Job Seekers with Disability

Registering with an employment service

The main way people with disability can access employment services is through a referral from Centrelink. Once the young person’s capacity for work has been assessed they will be referred to the employment service that best suits their needs. For advice:

- Phone the Centrelink Employment Services 13 28 50 or visit: http://www.humanservices.gov.au for help and workplace solutions for the employment of people with disability.

- Phone a Job Access Adviser on 1800 464 800 or visit: www.jobaccess.gov.au. Job Access is a free information and advice service about the employment of people with disability. It helps people with disability to access information about services, financial assistance and workplace solutions.

Disability Employment Services

The Australian Government delivers employment assistance for job seekers with disability through Disability Employment Services. These services are able to provide ongoing support in the workplace for as long as it is required.

They are divided into two distinct programs:

- **Disability Management Service** – for job seekers with disability, injury or health condition who require assistance but are not expected to need long term support in the workplace.

- **Employment Support Services** – for job seekers with permanent disability and who need regular, ongoing support to keep a job.


Post-School Options 2016-2017 – Navigate your career journey
**National Disability Coordination Officer Program**

The Australian Government's National Disability Coordination Officer (NDCO) program works strategically to assist people with disability access and participate in tertiary education and subsequent employment, through a national network of regionally based NDCOs. The NDCOs work with stakeholders at the local level to reduce systemic barriers, facilitate smooth transitions, build links and coordinate services between the education, training and employment sectors. Visit: https://www.education.gov.au/national-disability-coordination-officer-programme

The following link has tips, hints and links to help high school students with disability thinking about going to university  http://www.westernsydney.edu.au/getreadyforuni or Ph: (02) 9678 7372.

**Australian Disabilities Clearinghouse on Education and Training**

The student resources section of the Clearinghouse website has a range of resources that can assist students to become independent learners and job seekers. Areas covered include:

- Transition to post-secondary education
- Disclosure of your disability
- Scholarships
- Careers and Employment.

http://www.adcet.edu.au/students-with-disability/

**Enrolling at University**

Students with disability, including mental health issues, medical conditions and learning disabilities should be advised to contact disability staff to discuss their condition and any special needs they may have. Even if they are unsure, it is a good idea to make contact and learn how the system works in case they do need help or adjustments. Visit: http://www.adcet.edu.au/students-with-disability/current-students/disability-services-university/

**Enrolling at TAFE**

The following link provides advice on how to access support for students with disability. Visit:http://www.tafensw.edu.au/student-services/disability-services.

**Supporting Aboriginal Young People into Education, Training and Employment**

A number of government programs aim to assist Aboriginal young people in particular circumstances into post-school education, training and employment. These include:

1. **The Indigenous Youth Career Pathways Program** provides school-based traineeships to Aboriginal and Torres Strait Islander students in Years 11 and 12 (and in some cases
Year 10.) The program aims to inspire and support Indigenous students, including younger students, to complete their schooling and make an effective transition to further education or a job. Visit: https://employment.gov.au/indigenous-youth-careers-pathways-program.

2. **Indigenous Youth Mobility Program** offers young Aboriginal people from rural and remote communities the opportunity to move to a host location and participate in further education, training or Australian apprenticeships. As part of the program, Aboriginal and Torres Strait Islander students are provided personal mentoring and case management to help them manage issues that make the move from school to work difficult. Visit: www.iymp.com.au.

3. **The Sporting Chance Program** uses sport and recreation as a vehicle to increase the level of engagement of Aboriginal and Torres Strait Islander students to improve their educational outcomes. Visit: http://www.nasca.org.au/

4. **Aboriginal Employment Strategy**
The objective is to increase Indigenous Australians’ employment outcomes and participation in economic activities. The Strategy supports a broad range of activities that are responsive to the needs of employers, Indigenous Australians and their communities. Visit: www.aes.org.au.

Other useful websites:
http://www.indigenous.gov.au
www.training.nsw.gov.au/programs_services/funded_other/ACP

**Further study**
TAFE NSW and the universities have programs and policies to facilitate access by Aboriginal students and to cater for their needs once they have enrolled. Check the institution websites or the list under EAS below for information about these programs. Visit: https://www.tafensw.edu.au/student-services/aboriginal-students.

**Commonwealth Scholarships**
The Commonwealth Scholarships Programme (CSP) provides support to eligible Indigenous higher education students with the general costs of study and support where they have had to move from a rural or remote area in order to study.

**Educational Access Schemes (EAS)**
Australian Aboriginal young people may apply for special consideration under the specific schemes at each university, and/or under the EAS scheme. Visit individual university websites or http://www.uac.edu.au/eas/.