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ACADEMIC	1	
TEACHING AND LEARNING	1	
INCOMING STUDENT	1	
NUMBER	018	
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ADMISSIONS – SPECIAL ENTRY AND ACCESS SCHEMES - PROCEDURES

Parent Policy Title	Admissions Policy															
Associated Policies / Procedures / Guidelines	Admissions – Application and Selection – Procedures Admissions – Deferral - Procedures															
Preamble	These procedures cover situations where applicants have suffered disadvantage which should be considered by selection officers or are in groups targeted by the University for special access.															
General	VTAC applicants should apply through VTAC's Special Entry Access Schemes (SEAS).															
Table of Contents	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">Item</th> <th style="text-align: left;">Section</th> </tr> </thead> <tbody> <tr> <td>Adult entry scheme</td> <td>1</td> </tr> <tr> <td>Indigenous applicants</td> <td>2</td> </tr> <tr> <td>SALT scheme</td> <td>3</td> </tr> <tr> <td>Rural and regional access scheme</td> <td>4</td> </tr> <tr> <td>General access and equity consideration</td> <td>5</td> </tr> <tr> <td>SEAS Year 11/12 special consideration</td> <td>6</td> </tr> </tbody> </table>		Item	Section	Adult entry scheme	1	Indigenous applicants	2	SALT scheme	3	Rural and regional access scheme	4	General access and equity consideration	5	SEAS Year 11/12 special consideration	6
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1. Adult Entry Scheme	The Adult Entry Scheme will take account of relevant experience obtained by students who are at least twenty one years of age on the first of January in the year of commencement and have not completed a semester of tertiary level studies (including post Year-12 TAFE qualifications) in the preceding two years.															
2. Indigenous applicants	<p>2.1 This category is applicable to both current Year 12 and Non-year 12 applicants with an Aboriginal or Torres Strait Islander background who can demonstrate association with an indigenous community.</p> <p>2.2 As a general rule, the University will select into a course all applicants satisfying 2.1 who have a reasonable prospect of successfully completing the course and who meet course prerequisites and other published compulsory course requirements.</p> <p>2.3 Selection decisions for indigenous applicants will be made by faculties after consultation with relevant University Indigenous Liaison Officers.</p>															
3. Schools Access La Trobe (SALT) Scheme	3.1 Any year 12 student attending a 'SALT' school is eligible to apply. A list of participating Schools and Courses will be published www.latrobe.edu.au/SALT.htm															

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	<p>3.2 Faculties have the option to set a minimum ENTER for SALT applicants.</p> <p>3.3 Students will apply for a single course.</p> <p>3.4 Schools will rank the student's capacity to succeed in the course on single 7-point scale.</p> <p>3.5 Where it is necessary to choose between applicants, some or all of the following may be taken into account:</p> <ul style="list-style-type: none"> • School ranking - applicants with an average ranking of 7 will be considered first • Applicants with lower rankings may be considered • Where students have also applied for another SEAS category, this may also be considered • Student's written statement about their motivation and relevant skills, experiences and personal qualities for the course • The school's university participation rates will be taken into account, and applicants from schools with lower tertiary participation rates will be ranked higher
4. Rural and regional access scheme	<p>4.1 Each Campus Head will recommend to the Deputy Vice-Chancellor a list of proximate schools qualifying for the regional bonus for that campus.</p> <p>4.2 The Deans will determine a common ENTER increment to be used across the University for the Rural and Regional Access Scheme.</p>
5. General access and equity consideration	<p>5.1 For SEAS applicants with difficult family circumstances, disadvantaged socio-economic background and disability or long-term medical condition, a 5 point aggregate increase will be given for severe disadvantage, 3 points for moderate disadvantage and 1 point for slight disadvantage. Prima facie the University will accept the ranking provided by the responsible person signing the form.</p> <p>5.2 For SEAS applicants with a non-English speaking background, a 4 aggregate point increase will be given for those arriving in Australia in the previous three years and a 2 aggregate point increase will be given for those arriving more than 3 and less than 6 years ago. In the case of deaf applicants for whom English is a second or other language, 4 points will be given provided the applicant includes the AUSLAN language code in the appropriate section of the SEAS form.</p> <p>5.3 For SEAS rural or isolated applicants, a 5 point aggregate increase will be given for very remote postcodes, 3 points for remote postcodes and 1 point for moderately accessible postcodes, using the ARIA classification.</p> <p>5.4 The standard adjustments may be varied by two Faculty Selection Coordinators in consultation with the University's VTAC Liaison Officer. Any variation will be notified to all faculties, so that the same adjustment is made for all courses to which the applicant has applied.</p>
6. SEAS Year 11/12 special consideration	<p>For SEAS applicants with educational disadvantage in Years 11/12, a 2 point aggregate increase will be given for severe disadvantage, 1 point for moderate disadvantage and 0.5 point for slight disadvantage. Prima facie the University will accept the ranking provided by the responsible person signing the form.</p>

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Owner/Sponsor	Deputy Vice-Chancellor
Author	Admissions Committee
Contact person	Manager, Admissions, Examinations, Graduations and Timetabling P-Vtac-liaison