

DOCUMENT TYPE	D	
ACADEMIC	1	
TEACHING AND LEARNING	1	
INCOMING STUDENT	1	
NUMBER	018	
		Policy Database Document Reference Number 111018D

## ADMISSIONS – SPECIAL ENTRY AND ACCESS SCHEMES - PROCEDURES

<b>Parent Policy Title</b>	Admissions Policy															
<b>Associated Policies / Procedures / Guidelines</b>	Admissions – Application and Selection – Procedures Admissions – Deferral - Procedures															
<b>Preamble</b>	These procedures cover situations where applicants who are Australian citizens or permanent residents are in groups targeted by the University for special access or have suffered disadvantage which should be considered by selection officers.															
<b>General</b>	Applicants should apply through the appropriate special entry and access scheme offered by their local Tertiary Admissions Centre (TAC). TACs in Australia use different methodologies in awarding bonuses. Equity is maintained across the various TAC systems by adjusting the mechanisms for awarding bonuses to best reflect the intent of the schemes.															
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<b>1. Mature age special entry scheme</b>	<p>1.1 VTAC applicants should apply through SEAS Category 1: Mature-age consideration. UAC applications should contact the University for a Mature-Age Special entry form.</p> <p>1.2 La Trobe University will consider an applicant who:</p> <ul style="list-style-type: none"> <li>• is 21 years of age on 1 January of the year for which enrolment is sought;</li> <li>• is not a year 12 applicant; and</li> <li>• has not satisfied minimum tertiary requirements; and</li> <li>• has completed the appropriate Personal Information (Pi) form; and</li> <li>• has sat the appropriate Special Tertiary Admissions Test (STAT) as specified in <a href="http://www.latrobe.edu.au/coursefinder">www.latrobe.edu.au/coursefinder</a>; and</li> <li>• has completed any other extra requirements for mature-age entry specified in <a href="http://www.latrobe.edu.au/coursefinder">www.latrobe.edu.au/coursefinder</a>.</li> </ul>															

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<p><b>2. Indigenous applicants</b></p>	<p>2.1 This category is applicable to both current Year 12 and Non-year 12 applicants who are Aboriginal and/or Torres Strait Islander (Indigenous Australians). Applicants self identify, are descended from Aboriginal and/or Torres Strait Islander people and are accepted as such by the Indigenous community in which they live or have lived.</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 Australian applicants will be made by faculties after consultation with Indigenous Student Services.</p>
<p><b>3. Schools Access La Trobe (SALT) Scheme</b></p>	<p>3.1 Any year 12 student attending a Schools Access La Trobe ('SALT') school is eligible to apply. A list of participating Schools and Courses will be published at <a href="http://www.latrobe.edu.au/access/SALT.htm">www.latrobe.edu.au/access/SALT.htm</a>.</p> <p>3.2 Faculties have the option to set a minimum Australian Admissions rank (ATAR) for SALT applicants. Each Faculty will be invited to submit its courses and respective ATARs to the Educational Partnerships Reference Group each year in May.</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 a 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"> <li>• School ranking - applicants with an average ranking of 7 will be considered first</li> <li>• Applicants with lower rankings may be considered</li> <li>• Student's written statement about their motivation and relevant skills, experiences and personal qualities for the course</li> <li>• The school's university participation rates will be taken into account, and applicants from schools with lower tertiary participation rates will be ranked higher</li> </ul>
<p><b>4. Rural and regional student access scheme (RRSAS)</b></p>	<p>4.1 A bonus of 5 aggregate points will apply to applicants whose home postcode is classified as 3 or higher, using the Rural, Remote and Metropolitan Areas (RRMA) postcode classification system. (e.g. Bendigo, Wodonga, Shepparton, Mildura would all qualify for a bonus.) See <a href="http://www.healthworkforce.com.au/main_rrma.asp">http://www.healthworkforce.com.au/main_rrma.asp</a>.</p> <p>Students eligible for a bonus under the RRSAS may also attract bonuses for other special entry and access schemes for which they are eligible.</p>
<p><b>5. General access and equity consideration</b></p>	<p>5.1 For special entry and access 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>

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	<p>5.2 For special entry and access 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 special entry and access applicants from rural or isolated areas, 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 Accessibility/Remoteness Index of Australia (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>
<b>6. SEAS Year 11/12 special consideration</b>	For special entry and access 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.
<b>Status</b>	Revisions endorsed by Academic Board 8 June 2011 [Minute 449.4.3]. Prior approval: New (2009-05-04) but incorporating existing University procedures.
<b>Approval Body</b>	Academic Board
<b>Initiating Body</b>	Admissions Committee. Revised February 2011
<b>Date Effective</b>	8 June 2011
<b>Definitions</b>	<p><b>Bonus:</b> additional aggregate points added to the aggregate, which may or may not affect the ATAR, on the basis of eligibility under a particular scheme. The impact of increased aggregates is reduced as the ATR gets higher.</p> <p><b>ATAR:</b> Australian Tertiary Admissions Rank. The ATAR is a rank that allows the comparison of students who have completed different combinations of HSC courses. The ATAR is calculated solely for use by institutions, either on its own or in conjunction with other selection criteria, to rank and select school leavers for admission to tertiary courses.</p>
<b>Next Review Date</b>	February 2014
<b>Keywords</b>	Special Entry and Access Schemes, admissions, age limit, rural, regional, adult entry, mature-age entry, SEAS, SALT, indigenous, educational disadvantage

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