



Your guide to a good start

1800 811 711 www.ballarat.edu.au
info@ballarat.edu.au

TAFE Information
Guide 2012



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Welcome

I would like to take this opportunity, on behalf of the staff and continuing students at the University of Ballarat, to welcome you as a new TAFE student to the University.

We are delighted to offer you a place at the University of Ballarat and wish you all the best as you prepare to embark upon your studies.

We look forward to welcoming you on campus in the coming weeks.

The University of Ballarat prides itself on providing a friendly and supportive environment for students. Please feel free to phone the University on 1800 811 711 or email us at ub.studentsupport@ballarat.edu.au if you have any questions or concerns.

We also take much pride in the quality of learning and teaching at the University. The challenge for you, as a new student, is to take advantage of what the University has to offer so that you are able to look back on your time with us and see it as productive and rewarding.

In particular, I encourage you to have a look at the University website, explore the services that are available to students, the scholarships on offer, as well as the facilities that are available to you.

Again, I am personally delighted that you have chosen to come to the University of Ballarat and I congratulate you on becoming a UB TAFE student.

All the best in your studies.



Professor David Battersby
Vice Chancellor & President,
University of Ballarat



Student Services and Support

Aboriginal Education Centre

The Aboriginal Education Centre provides resources for all Aboriginal and Torres Strait Islander students attending UB. You'll find these at Mt Helen, SMB and Horsham.

Each Centre has a resource library and study room with books and magazines relating to social interaction on campus and enables staff, students and the wider community to develop a sense of Aboriginal identity and community.

Other services and facilities at the centre include:

- computer room with computers and printers
- access to photocopier, telephone and fax
- advice on childcare, accommodation, Abstudy, scholarships and cadetships
- tutorial support

For more information please call:

Mt Helen (03) 5327 9038

SMB/Camp Street (03) 5327 8260

Horsham/Stawell/Ararat (03) 5327 9038

Equal Opportunity/Discrimination/Harassment

UB is committed to providing an environment that values diversity, offers equality of opportunity to all students and staff, and is free from harassment and discrimination. In applying to study at the University and in any University activity, you can expect that:

- you will not be treated unfairly because of your sex, gender identity, marital status, pregnancy, breastfeeding, status as a parent or carer, sexual orientation, lawful sexual activity, race disability, age, industrial activity, physical features, religious belief or activity, political belief or activity, criminal record
- you will not be harassed (made to feel intimidated, offended or humiliated) because of any of the above grounds
- you will not be subjected to sexual harassment
- you will receive appropriate flexibility e.g. Because of disability, or for family or cultural responsibilities, and

- any concerns regarding discriminatory treatment or harassment will be dealt with promptly, fairly and impartially.

You are also expected to make sure that your own behaviour does not result in other students or staff feeling intimidated, humiliated or offended. UB encourages and will support action by students who feel that they have experience discrimination or harassment in any UB activities. The Manager, Equity and Equal Opportunity (03) 5327 9357 or equityoffice@ballarat.edu.au provides confidential information and assistance. The Equity and Equal Opportunity webpage can be viewed at www.ballarat.edu.au/equity

Competency Based Training and Assessment

Most TAFE courses are delivered according to Competency Based Training and assessment principles. TAFE courses help you gain skills and knowledge that are required aspects of the work performance for your industry. Competency standards set out the skills, knowledge and attitudes required to operate effectively in employment. This includes the ability to perform individual tasks, to manage and respond to contingencies or breakdowns, and deal with the responsibilities of the workplace. As a student you will be assessed against the competency standards set for your course.

Credit Transfer and Recognition of Prior Learning

As a TAFE student are able to gain recognition for your existing skills and knowledge no matter where, or how, these were acquired. There are two ways that you can gain this recognition at UB:

1. Credit Transfer

Credit Transfer is granted where evidence is provided to show that the same unit of competency has been successfully passed at the University or another Registered Training Organisation (RTO). Under the principles of mutual recognition the University accepts Australian Qualification Framework Qualifications and Statements of Attainment issued by other RTO's. Credit will be given in units of competency for which an original, official Certificate or Statement of Attainment is provided.

2. Recognition of Prior Learning (RPL)

RPL is the formal acknowledgment of skills, knowledge and competencies, regardless of how and where the learning occurred. It is the process of matching current skills and knowledge against competency have learnt in the workplace, through voluntary work, social or domestic activities, or formal or informal studies is relevant to your course you may gain recognition or RPL for these units.

If you believe you are eligible for RPL or Credit Transfer you need to discuss this with your School before the commencement of teaching. Refer to the RPL/Credit Transfer brochure for further information.

Learning Resource Centre (Libraries)

The University offers an integrated library service across all campuses. Library collections are located in the EJ Barker Building at the Mt Helen Campus (Ballarat), in the Tippett Learning Resource Centre at the SMB Campus (Ballarat), and on the first floor of Building C at the Horsham Campus. The Library collection includes print books and journals, audio-visual material and equipment as well as electronic books and e-journal articles that are accessible off campus. Requests can also be made for material held at other campus libraries.

Services available include:

- help with locating and retrieving library resources including searching the library catalogue, online and full text databases, locating newspaper articles, reference and other materials
- Library Skills Programme and Training, including basic orientation classes aimed at new students. Programs run first weeks of each semester and include logging in and using the student network, searching catalogue, searching on-line full text databases, creating bibliographies and reference citation and locating newspaper articles.
- Help with student network and account queries and problems
- Internet and printing credit

- Photocopying and access to the library collection of other Australian Tertiary Institutions through BONUS+, CAVAL Reciprocal Borrowing Program, National Borrowing Schemes.

Opening hours vary between campuses and are advertised at each campus and at www.ballarat.edu.au/library

SMB/Camp Street (03) 5327 8230
Horsham (03) 5362 2649
Email queries: libinfo@ballarat.edu.au

Library Rules

The University Library Rules are accessible on the Library website at www.ballarat.edu.au/library

It is your responsibility to ensure that you are familiar with them, particularly those rules that relate to Entitlement to Borrow, Loan Conditions and General Conduct. You must present your current student ID card each time you borrow library items. Other students or friends should not borrow items on your card.

When you have overdue library items you are unable to borrow, renew or request items. The library does not charge fines for overdue items; however you will accumulate 1 demerit point on each overdue item each day it is overdue. When you have reached 40 points, all borrowing privileges are suspended for 14 days; over 80 points borrowing privileges are suspended for 28 days.

Policies and Procedures

For more information on University policies visit: <http://policy.ballarat.edu.au>

Purchasing Text Books

Horsham/Stawell/Ararat

The bookshop is located at the Horsham Campus. Books can be ordered directly by contacting the bookshop or the Student Centre on your campus who can organise ordering and delivery of books. At the time of ordering payment must be made in full. Delivery can be arranged either to your home address or to the campus.

For information, please call:

Horsham (03) 5362 2651
Stawell (03) 5358 7200
Ararat (03) 5355 3000

Counselling

We provide a free, professional and confidential counselling service to all students, as well as prospective students.

The counsellor will:

- listen carefully to what you say
- work with you so that you can see your situation more clearly
- help you discover and develop your help you resolve your difficulties, and
- where appropriate, put you in touch with other sources of assistance within and outside of the University

Counselling provides assistance with many issues such as: course and career decisions, relationships, anxiety, financial hardship, academic progress, personal issues and stress management

SMB

Opening hours are Monday to Friday 9am to 4 pm. The Counselling Service is located within the Student Centre.

Horsham/Stawell/Ararat

Counsellor available by appointment

Further information and appointments;

Email: counselling@ballarat.edu.au

Phone: (03) 5327 9470

www.ballarat.edu.au/current-students/support-services/advice-and-counselling

Student Learning Support

The University of Ballarat provides learning support to all enrolled students and is available at four TAFE campuses. The aim is to improve learning outcomes and assist in the successful completion of all TAFE courses.

The teachers can help you with:

- assessment requirements for all subjects
- answering questions and topics
- mathematics and numeracy
- reading skills
- effective study habits
- research skills – books, journals and the internet
- managing time
- preparing for exams/tests
- spelling and grammar
- basic computer skills, and
- note taking

Contact Details

Ballarat: SMB/Camp Street

Carmel Day

Email: c.day@ballarat.edu.au

Phone: (03) 5327 8240

Horsham/Stawell/Ararat:

Geraldine Monaghan

Email: g.monaghan@ballarat.edu.au

Phone: (03) 5358 7245

There is an additional cost for this service which is \$50 – this entitles students to unlimited access to support.

WYNN – What You Need Now

WYNN is literacy software designed to provide support for students with reading and writing difficulties, or challenges with organising, studying and understanding information. It is also very useful for international students with English as their second language. It has voice output capability and text scanning that can read virtually all document formats. WYNN can be used by anyone regardless of age or area of study.

WYNN software is available on all student computers located in all UB computer labs including those in the Library. The WYNN software increases motivation and confidence with a range of features such as:

- bimodal approach – it highlights the text as it reads aloud
- clear, natural-sounding speech
- webct compatible
- full editing capabilities
- built-in dictionary
- word prediction
- read emails, web pages
- extract information from web pages
- documents can be converted to mp3 format
- very intuitive and easy to use

Student Support runs free WYNN training sessions during the semester. These sessions are open to all UB students and staff.

To book for a training session or for more information, contact Komal Kakaria on (03) 5335 3718 or k.kakaria@ballarat.edu.au

Don't just study
to be qualified.
Learn to succeed.



Students with Disabilities

The University of Ballarat provides Disability Liaison services to help students with disabilities gain access to courses and facilities and meet their educational and training goals. The Disability Liaison Officers have expertise in access and equity issues, and can help students with disabilities adjust to the educational environment.

If a physical, sensory or learning disability, or a medical or mental health condition will impact on your ability to access the University or to achieve your educational goals then the Disability Liaison Officers may be able to help.

Services available include the provision of academic support workers (eg. note takers, participation assistants), alternative assessment arrangements, provision of alternative format materials and adaptive equipment.

Apprentices and trainees with a disability undertaking training through the University of Ballarat may be eligible to receive assistance to help them learn their trade, through the DAAWS (Disabled Australian Apprentice Wage Support) scheme. This may apply to apprentices with limited vision, difficulty reading or writing, a hearing impairment or difficulties with learning, who may be eligible to receive tutorial, interpreting or mentoring assistance.

For more information contact the Disability Liaison Unit:

Horsham/Stawell/Ararat
(03) 5327 9757

SMB/Camp Street
(03) 5327 8092

Apprentices/Trainees
(03) 5327 8323

Email: disability@ballarat.edu.au
Web: www.ballarat.edu.au/student/disability

Eligibility Guidelines for a Government Subsidised Training Place

All new enrolments must provide the following information to determine eligibility into a government subsidised training place. Original documents need to be provided.

There are 5 steps to determining eligibility:

- Citizenship/residency
- Age
- Level of course applied for
- Prior qualification
- Individual exemption

Note: Apprentices are exempt from the eligibility on higher qualifications held.

To confirm your citizenship/residency you must provide ONE of the following original documents:

- Australian Birth Certificate
- Current Australian Passport
- Current New Zealand Passport
- Naturalisation Certificate
- Permanent Resident Documentation
- Temporary Resident Visa
- A **green** Medicare Card
- Referral form from Asylum Seeker Resource Centre
- Referral form from Australian Red Cross

To confirm your age/identity you must provide ONE of the following original documents:

- Birth Certificate
- Current Passport
- Current Drivers Licence
- Current Learners Permit
- Proof of Age Card
- 'Keypass' Card

Fees and Charges 2012 TAFE Fees 1 January to 31 December 2012

(Government Subsidised Training Places)

This information explains the fees and charges that apply when you enrol. It also gives details of your responsibilities in relation to withdrawals, refunds and invoicing. This information should be read in conjunction with the Victorian Government Publication: 'Guide for Students' – Securing Jobs for Your Future'. Please take the time to read this information carefully prior to enrolment.



Fees are to be paid in full on enrolment day – some exceptions may apply, refer to invoicing and VET Fee Help information.

The enrolment fees consist of the following components:

- Tuition fee
- Material fees (apply to most courses)
- Ancillary fee (apply to most courses)

Tuition Contribution

The tuition fee applies to all enrolments in Government subsidised courses in accordance with the Ministerial Directions on fees. The tuition fee is calculated by multiplying the total enrolment hours by the hourly rate for relevant course category (rounded to the nearest dollar).

Fee Maintenance – Enrolments commenced before 1 July 2009 -Tuition Fees for Continuing Students

For those students who had enrolled and commenced their training before 1 July 2009, special provision is made for them to continue to pay fees and charges according to the January 2009 fee schedule, subject to indexation, until they complete their courses or otherwise end their enrolments. To be eligible for fee maintenance, training needs to be continuous and the enrolment needs to be in the same course. This arrangement ceases at the **end of 2012**. For 2012 the fee maintenance rates are: \$1.47 per hour with a \$59 minimum and \$939 maximum.

Tuition Fees

Schedule of fees for enrolments commencing after the 1 July 2009

Foundation Skills Course Category

Hourly rate \$1.08: Concession \$50; Maximum fee \$500

Skills Creation Course Category

(Certificate I & II)

Hourly rate \$1.62: Concession \$105; Maximum fee \$875

Apprenticeships Course Category (all levels)

Hourly rate \$2.17: Concession \$187.50; Maximum fee \$1250

Traineeships Course Category (all levels)

Hourly rate \$2.17: Concession \$187.50; Maximum fee \$1250

Skills Building Course Category

(Certificate III & IV)

Hourly rate \$2.17: Concession \$187.50; Maximum fee \$1250

Skills Deepening Course Category

(Diploma level and above)

Hourly rate \$4.33: No Concession; Maximum fee \$2500

Concessions

If you hold a current Commonwealth Health Care Card, Pensioner Concession Card or a Veteran's Gold Card, you will be charged the concession rate tuition fee for enrolments in courses in all categories (other than Skills Deepening). This concession also applies to the dependant spouse or dependant child of Commonwealth Health Care Card and Pensioner Concession Card holders who are listed on the card.

In order to determine eligibility for concession on your tuition fees YOU MUST PRESENT your card at the time of enrolment otherwise you will be charged the NON CONCESSION rate.

Aboriginal/Torres Strait Islander

Indigenous students (continuing and new enrolments) **will pay up to the relevant concession tuition fee** for all course categories.

For Skills Deepening courses, Indigenous students **will pay a tuition fee of up to \$375** (equivalent to the minimum fee in 2011).

The concessions rates are:

\$50.00	Foundation Skills
\$105.00	Skills Creation
\$187.50	Apprenticeships
\$187.50	Traineeships
\$187.50	Skills Building

The tuition contribution is calculated on your circumstances at the time of each enrolment. The minimum and maximum fees are applied over a calendar year period.

Please note:

Fee concessions for Skills Deepening courses will only apply to young people aged 15 to 24 years who hold a valid health care card, pension card or veteran's affairs card who are undertaking Diploma and Advanced Diploma qualifications.

These fees apply to students who are eligible for a government subsidised place.

Higher fees apply to other students (please contact the relevant school for details).

VET Fee Help

Students enrolling in Skills Deepening courses (Diploma level and above) may be eligible for VET Fee Help for tuition fees. Further information is available at: www.deewr.gov.au/vetfeehelp

Material Fees

A material fee is payable for most courses. This fee covers the cost of items such as tools, class materials, computer disks, uniforms and books purchased by the University and provided to the student. Students should contact the relevant school for details of the material fee payable for their course.

Ancillary Fees

Ancillaries such as excursion costs may be payable for some courses. Contact the relevant school for more information.

Text Books

Most courses require text books to be purchased. This cost is in addition to enrolment fees. Contact the relevant school for more information.

Change of Personal Details

You must complete the appropriate form to advise any change of name, address, telephone number or employer (if apprentice/trainee). Proof of name change is required. These forms are available at the Student Centre and at:

<http://querin.ballarat.edu.au/aasp/student/forms>

Proof of name change is required. Failure to notify any changes may result in statement of results or certificates being posted to an incorrect address.

Refunds

It is the responsibility of the student to provide written advice of withdrawal, by completing a Withdrawal Form.

These forms are available from the the School and **must be signed by the student as well as a School representative**. Advice of withdrawal made by telephone will not be accepted.

- Students who withdraw, **by written notice**, from government funded training at any time up until 4 weeks after the scheduled commencement date of the course, will be refunded for the tuition fee paid in respect of the enrolment, and any other fees and charges paid by or on behalf of the student.

Note: the four week period is taken from the first scheduled commencement date of classes.

- **Withdrawals must be in writing, or signed withdrawal form.**

Any refund will be payable by cheque within three weeks of the withdrawal form being received at the Student Centre.

Skills Deepening Courses Category (Diploma level and above)

Students enrolled in Skills Deepening courses where census dates apply have up to the census date to formally withdraw from the course, in this situation a full refund of tuition fee is payable.

Hospitality Courses

Students who require a knife set and multimedia resource for their hospitality course are required to pay full cost of the knife set and multimedia resource at the time of enrolment, (please contact the hospitality department for details).

Invoicing of Fees

If fees are to be invoiced to an employer or agency, a written authority from the employer/agency is required to be submitted to the relevant School for approval prior to enrolment day.

Note: The concession rate will not apply when the student's tuition contribution is being fully paid by a Commonwealth Government Agency or as part of a Commonwealth program or initiative.

Outstanding Debts

Any student who has an outstanding University debt will not be eligible to:

- Enrol or re enrol
- Receive a statement of results or academic transcript
- Receive certificate or graduate
- Use library services, or
- Use computer services

Proof of Enrolment

You must take your 2012 student ID card to the first class for each unit in which you have enrolled. If you were provided with a confirmation sheet at enrolment, this should also be presented.

This information was current at the time of publication (November 2011). The University reserves the right to alter any course, procedure, regulation or fee. Students should read carefully all University correspondence and refer to;

<http://querin.ballarat.edu.au/aasp/student/admin/tafe/fees>



TAFE Student Feedback

We welcome your feedback!

Have your say!

UB encourages student feedback in relation to campus facilities, resources, course admission, course delivery, student support services and sustainability.

Student Feedback is now on-line at:

www.ballarat.edu.au/student-feedback

Process for managing Feedback

1. Your feedback will be sent to the relevant Manager for consideration, response and appropriate action.
2. Your feedback and our responses will be posted on the feedback website. This is a public website. The website will **not** identify the student, staff member or visitor*.

* Your privacy is protected at all times.

NB: Students are encouraged to initially discuss any course concerns with a staff member of their School before lodging a feedback form.

Grievances/Complaints

The University is committed to ensuring that all students have a positive relationship with the University and its staff members.

Where problems arise, the University has established the following procedures that include processes for receiving and processing complaints:

- Student Grievance Policy
- Student Grievance Procedure
- Harassment Policy
- Harassment Complaint Procedure
- Equal Opportunity/Valuing Diversity Policy
- Bullying Prevention and Management Policy
- Bullying Prevention and Management Procedure
- Whistleblowers Procedure

Policies and procedures can be downloaded from: <http://policy.ballarat.edu.au>

Most complaints are resolved at the local level. If you have a complaint or grievance, you should raise the matter with the appropriate staff member in accordance with the relevant procedure.

It is important to follow the appropriate sequence of steps in raising a complaint or grievance to ensure that the matter proceeds smoothly.

Information for students on grievances is located at http://guerin.ballarat.edu.au/vco/legal/Grievances_Complaints/Student_Grievance/inex.shtml

Complaints about administrative actions and decisions of the University can be made to the Victorian Ombudsman www.ombudsman.vic.gov.au. The Ombudsman is, generally, the office of last resort. If you have not followed the steps laid down in the relevant University procedures, the Ombudsman may ask you to do so before accepting your complaint.

Other useful information

Accommodation

The University provides a number of quality student accommodation options for full-time and apprentice students.

For more information, visit Accommodation Services website:

www.ballarat.edu.au/accommodation

Cafeteria

SMB

The SMB Campus Cafeteria provides students and staff with a range of meals and snacks and is located on the ground level of the Student Amenities Centre (Building E). Snack vending machines are also available after hours.

Horsham

The Horsham Campus Cafeteria provides students with a range of meals and snacks. It is located on the ground floor of Building C. A snack vending machine is also available in Building M.

Car Parking

SMB

All day car parking is available in Grant Street, Albert Street and White Flat Oval.

Student Unreserved Parking (Zone 4) and Reserved Parking (Zone 7) are located off Armstrong Street South. Refer to signage. A parking permit must be purchased to utilise these parking areas.

All parking matters should be addressed directly to the University Stores Staff at CentralStore@staff.ballarat.edu.au

SMB: (03) 5327 8097
Mt Helen: (03) 5327 9543

Horsham

Car parking is available in Baillie Street and within campus grounds.

Ararat

Car parking is located at front of the Ararat Campus in Laby Street.

Stawell

There are two car parks at Stawell Campus located in Sloane Street adjacent to the building and behind the Jacaranda Restaurant in Skene Street.

Child Care Centre

UB Children's Centre @SMB Centre for Early Childhood Education

The Child Care Centre caters for the needs, wellbeing and education of children in a caring, fun and relaxed environment. The bulk of the bookings for children take place at the end of each year in readiness for the next. Places are also available throughout the year depending on availability. Students receive preference followed by staff, then community users.

For further information, please contact:

SMB (03) 5327 8183
ubchildrenscentre@ballarat.edu.au

Horsham Campus

The child care centre operates with qualified and experienced staff who help your children develop their self-esteem and skills by providing an educational program which includes challenging and creative learning opportunities for all children whilst they are at play.

For further information please contact:

Wimmera Uniting Care
185 Baillie Street, Horsham 3400
Phone: (03) 5382 6789

<http://www.wimmera.unitingcare.org.au/locations/horsham/>

Confidentiality

All student information shall be treated by the University as confidential, excepting data required under Commonwealth or State Legislation.

Orientation – Finding Your Way as a New Student

<http://www.ballarat.edu.au/future-students/life-on-campus>

Contact your School for information on course orientation. Orientation is an opportunity to be shown around the Campus, to find out about the areas in which you will be studying, to meet other new students, and generally to have a fun and informative start to the year.

Success stories start here.



Privacy

We are committed to protecting and maintaining the privacy, accuracy and security of personal information. The University is required to comply with the Information Privacy Act (Vic) 2000 and the Health Records Act (Vic) 2001.

The University's Information Privacy Policy may be viewed at http://policy.ballarat.edu.au/university/general/information_privacy/ch01.php or further information may be obtained from the privacy website at www.ballarat.edu.au/vco/legal/Privacy/index.shtml or by email to: privacyofficer@ballarat.edu.au

Directory

Aboriginal Liaison Officer

SMB/Camp Street (03) 5327 8260
Horsham/Stawell/Ararat (03) 5327 8260

Accommodation

SMB/Camp Street (03) 5327 9480
Horsham (03) 5327 9480

TAFE Industry & Community Programs

SMB/Camp Street (03) 5327 8173

New Apprenticeships & VETIS Liaison Officer

SMB/Camp Street (03) 5327 8482
Horsham (03) 5362 2712

Childcare Centre

SMB/Camp Street (03) 5327 8183
Horsham (03) 5362 2665

Disability Liaison Officer

SMB/Camp Street (03) 5327 8092
Horsham/Stawell/Ararat (03) 5327 9757

Equity and Equal Opportunity (Harassment, Discrimination, Equal Opportunity issues)

SMB/Camp Street (03) 5327 9357
Horsham/Stawell/Ararat (03) 5327 9357

Student Centre

SMB/Camp Street (03) 5327 8000
Horsham (03) 5362 2606
Stawell (03) 5358 7230
Ararat (03) 5355 3020

Student Support (Financial/Course/Study/Personal Counselling)

SMB/Camp Street (03) 5327 9470
Horsham/Stawell/Ararat (03) 5327 9470

University Legislation

The University of Ballarat Act (1993) obliges the University to enact legislation (Statutes and Regulations) relating to the organisation and management of the University. Any areas not covered by legislation are governed by existing policy. All of the legislation contained in the following index has been formally approved and is in force. Once approved, new legislation is published on the official noticeboard, and may be accessed via:

http://guerin.ballarat.edu.au/vco/legal/official_notice_board.shtml

Hyperlinks have been provided to pieces of University Legislation that are of particular relevance to TAFE students, all remaining Statutes and Regulations are accessible via the University Legislation web page.

Enquiries can be directed to:
(03) 5327 9506.

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9.1 Fees and Charges
Regulation 9.1 Fees and Charges

9.2 Fees and Charges (TAFE Division)

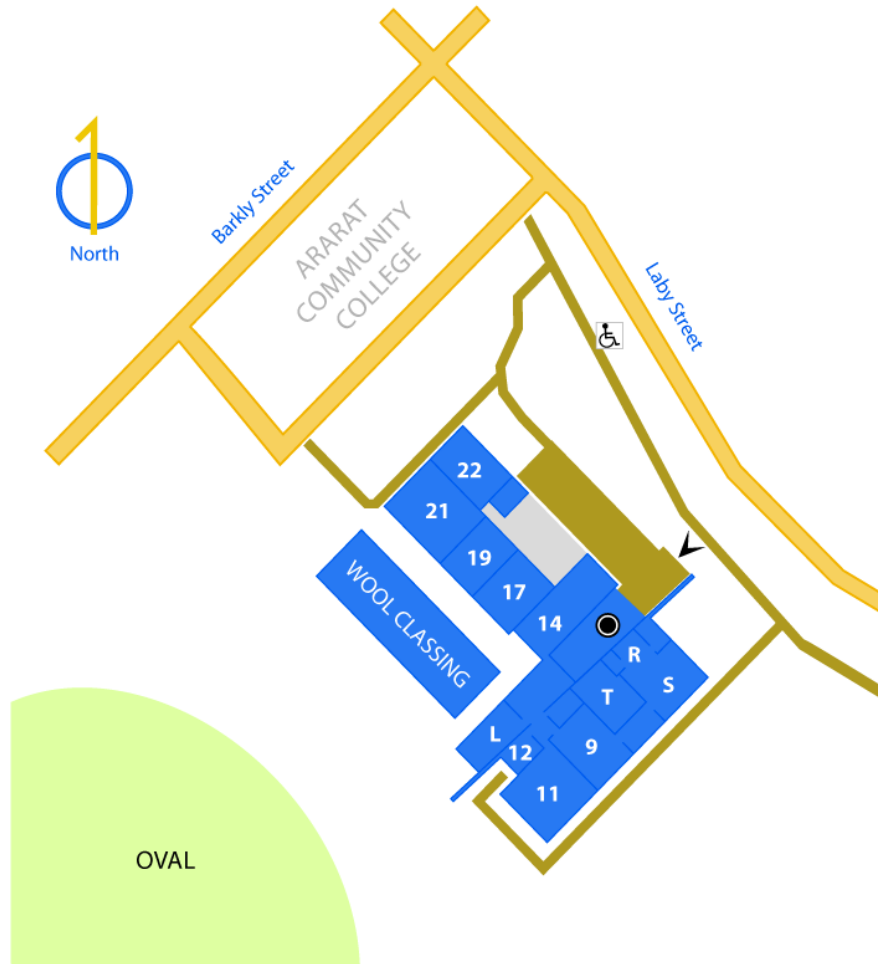
10. Non-Academic Services and Organisations

10.1 Ballarat Technology Park

10.2 Commercial Activity

Ararat Campus

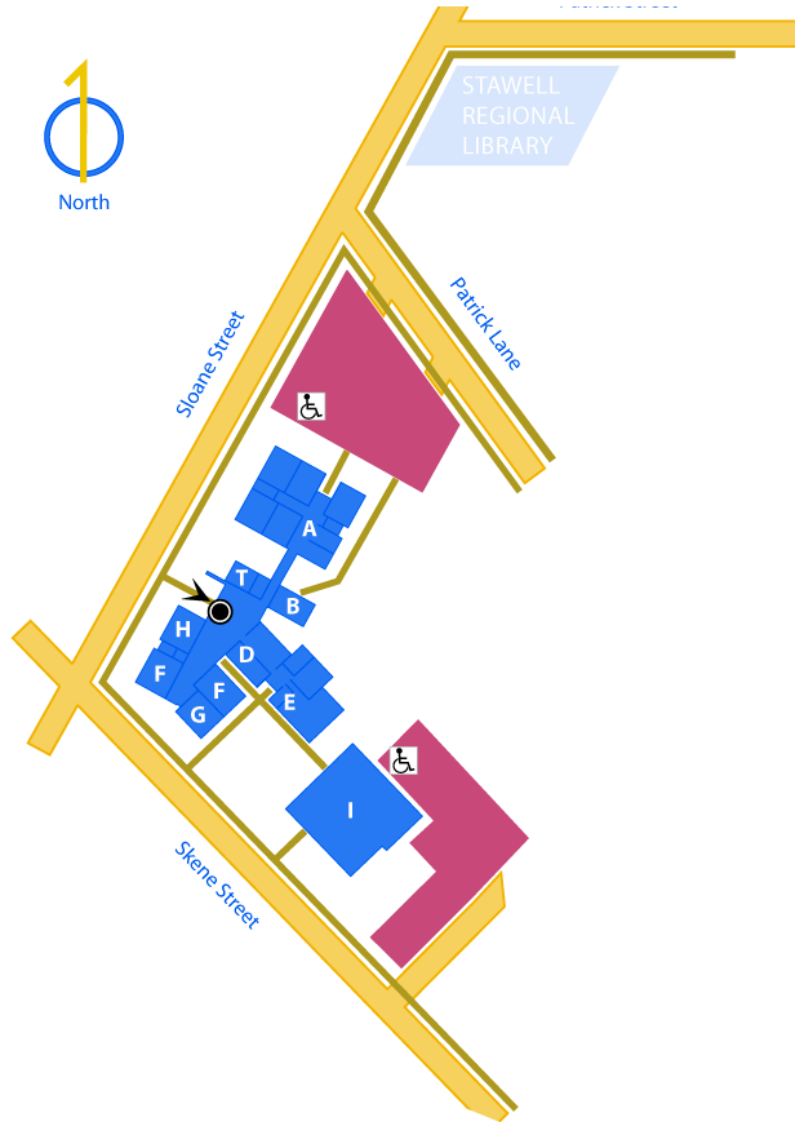
PO Box 340, Laby Street
 Ararat, Victoria 3377
 Telephone 03 5355 3000
 Facsimile 03 5352 4616



- | | | | |
|----|---------------------------|---|-------------------|
| 9 | Video Conference Room | ■ | Footpaths |
| 11 | Resource Room | ■ | Public Car Park |
| 12 | Meeting Room | ■ | Permit Car Park |
| 14 | Electronics Training Room | ♿ | Disabled Car Park |
| 17 | General Purpose Classroom | ■ | Roads |
| 19 | General Purpose Classroom | ■ | Buildings |
| 21 | Computer Room No. 1 | ▲ | Entry Point |
| 22 | Computer Room No. 2 | ● | Reception |
| L | Student Lounge | | |
| R | Reception | | |
| S | Staff Room | | |
| T | Toilets | | |

Stawell Campus

PO Box 115, Sloane Street
 Stawell, Victoria 3380
 Telephone 03 5858 7200
 Facsimile 03 5358 7250



- | | |
|--------------------------------|-------------------|
| General Purpose Training Rooms | Footpaths |
| Student Recreation Room | Public Car Park |
| Reception/ Customer Service | Permit Car Park |
| Staff Facilities | Disabled Car Park |
| Computer Training Rooms | Roads |
| Video Conferencing Centre | Buildings |
| Learning Resource Centre | Entry Point |
| Jacaranda Training Restaurant | Reception |
| Toilets | |

Camp Street Campus

PO Box 745, Camp Street
 Ballarat, Victoria 3353
 Telephone 03 5327 8600
 Facsimile 03 5327 8601



Old Library

- Level 0** Student Association
 Art Shop
 General Purpose
 Computer Laboratory
- Level 1** Post Graduate
 Research Offices
 Visual Arts
 Performing Arts
 Wardrobe
 Rehearsal Studio
 Visual Arts

Old Sheriff's Office

- Level 1** Masterfoods
 Performing Arts Studio
 Music Tutorial Rooms

New North

- Level 1/2** Graphic Design/
 Multimedia
 Painting
- Level 3** Accommodation

Old Post Office

- Level 1** Printmaking
 Papermaking
 Post Office Gallery
 Rehearsal Studio
 Post Office
 Box Theatre
- Level 2** Painting
 Drawing

New South

- Level 1** Helen Mcpherson
 Smith Theatre
- Level 2** Rehearsal Studios
- Level 3/4** Accommodation

Old Law Courts

- Level 0** Arts Academy
 Reception and
 Administration
 Lecture Theatre
- Level 1** Media Arts Space
 Head of
 Programs TAFE
 TAFE Administration
- Level 2** Stage Management
 Sound Studio
 Study of Art
 Tutorial Room
- Level 3** Graphic Design/
 Multimedia
- Level 4** Graphic Arts

- Footpaths
- Public Car Park
- Roads
- Buildings
- Entry Point
- Reception

Horsham Campus

PO Box 300, Baillie Street
 Horsham, Victoria 3402
 Telephone 03 5362 2600
 Facsimile 03 5362 2610



SMB Campus

PO Box 668, Lydiard Street South
 Ballarat, Victoria 3353
 Telephone 03 5327 8000
 Facsimile 03 5327 8001

- A Administration Building**
 Barry Room
 Bickett Room
 Business Development Centre
 Finance
 Founders Room
 Legal Office (Rogers Room)
 Meeting Rooms
 National Centre for Sustainability
 Specialist Centre for Building,
 Construction & Design
 Trainee / Apprentice and VETIS
 Liaison Officer
 Vice-Chancellor's Office
 Video Conferencing

- B WJ Gribble Building**
 Children's Services
 Community Services
 Health Services
 Photography
 UB TAFE Student Association Inc

- C Old Chemistry Building**
 Applied Science
 TAFE Development Unit
 Lecture Theatres

- D Old Gaol**
 Student Administration
 Student Development
 Student Recruitment
 Course Information

- E Student Amenities Centre**
 Cafeteria
 The Gymnasium
 Physical Recreation

- F The Courthouse**
 Performing Arts

- G Tippet Building**
 Aboriginal Education Centre
 Information Services
 Learning Resource Centre
 Library

- H Corbould Building**
 Automotive

- I Automotive Building**
 Panel Beating

- J Steane Building**
 Hospitality Studies
 Prospects Restaurant

- K John Building**
 Ceramics and 3D Art
 Mechanical Engineering

- L Flecknoe Building**
 Engineering

- M Flecknoe Building**
 Engineering
 Applied Science
 Hospitality Studies
 UB Tec

- MTTC**
 Currently under construction

- N Barker Building**
 Metal Fabrication
 Welding

- O Planning, Quality & Review**

- P Unistyle**
 Hair and Beauty

- Q Building and Construction
 Training Centre**
 Building and Carpentry
 Bricklaying and Blocklaying

- R Building and Construction
 Training Centre**
 Building and Carpentry
 Drafting
 Electrotechnology
 Painting and Decorating
 Plumbing

- S Childcare Centre**

- T The Brewery Complex**
 Further Education Humanities
 Business Studies
 Brewery Lecture Theatre

- U The Brewery Tower**

- W Staff Residence**

- X Arts Academy Workshops**

