

REEP: Regional Education Entry Program

Entry Application 2011–2012

Instructions:

Please return completed application to:

REEP Officer
Admissions Office
University of Ballarat
Mt Helen Campus

PO BOX 663
BALLARAT VIC 3353

UB Infoline 1800 811 711
www.ballarat.edu.au

About REEP

The University of Ballarat is dedicated to increasing the participation rates in higher education of regional and rural students.

REEP is designed to enable secondary students to apply for alternative entry into one of UB's higher education undergraduate degree programs. When students apply through the REEP process they are assessed on their overall academic potential and demonstrated motivation to succeed rather than just their ATAR.

Who is eligible for REEP?

Candidates must be enrolled as a current VCE student (or interstate equivalent) in one of the nominated schools or colleges in the following regions: Central Highlands, Wimmera, Loddon Mallee, Barwon, Western District, Hume and Gippsland. The program is also open to regional students from nominated schools in the Melbourne metropolitan area, NSW and Tasmania.

A full list of secondary schools is located at www.ballarat.edu.au/reep

Administration and Selection

For information regarding the selection guidelines and administration of REEP, please visit www.ballarat.edu.au/reep



How to apply: Instructions for Applicants

1. You must apply for your degree program of choice using the official REEP application form. Please note that REEP is available for one UB degree program only.
2. Check that your degree program of choice is listed by VTAC 2012 as eligible for REEP.
3. You must also apply for the degree program via the regular VTAC process. This is very important as you will not be considered for REEP without a VTAC application.
4. You will need to obtain endorsement from your secondary school.
5. **Important:** You must check in the 2012 VTAC guide for any prerequisites and extra requirements associated with your degree program. You are responsible for checking that you satisfy the prerequisites and making the arrangements to meet the extra requirements
6. Download the application form and save a copy to your computer.
7. Complete Sections 1-3, print and sign the form (if you do not have easy access to a computer you may handwrite but please make sure your handwriting is neat, clear and legible).
8. Please complete ALL sections; we are not able to process your application without the requested information.
9. Hand the completed form and supporting documents (list below) to your REEP coordinator.
10. **Applications open on Sunday 28th August 2011 and close on Tuesday 18th October 2011.**

Supporting Documents

You may provide any documentation which supports your application.

For example, this could include certificates, references or awards for any qualifications and activities referred to in Section 2.

Procedures for Secondary Schools or Colleges

1. REEP Coordinator or other nominated staff member complete Section 4 for each candidate
2. Important: for your record keeping and ours, list all REEP candidates on Form 1.1 (downloadable from www.ballarat.edu.au/reep) and submit with applications
3. Post applications to:
REEP Officer
Admissions Office
University of Ballarat
Mt Helen Campus

PO BOX 663
Ballarat VIC 3353
4. Applications open on Sunday 28th August 2011 and close on Tuesday 18th October 2011.



Further Enquiries

Please visit our website www.ballarat.edu.au/reep to view FAQs or call UB on 1800 811 711.

Helpful Links

Visit the following websites for further information about UB

- UB degree programs: www.ballarat.edu.au/programfinder
- Handbook: www.ballarat.edu.au/handbook
- REEP: www.ballarat.edu.au/reep
- Prospective students: www.ballarat.edu.au/future-students
- Accommodation: www.ballarat.edu.au/accommodation
- Pathways: www.ballarat.edu.au/pathways
- Scholarships: www.ballarat.edu.au/scholarships
- Open Day: www.ballarat.edu.au/openday
- Application information: www.ballarat.edu.au/apply



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Office use only:

UB Student ID Number

UB Degree Program Code

SECTION 1 – Personal Details

1. **Title:** Mr Miss Ms Mrs

2. **Family Name (Surname):**

3. **Given Names:**

4. **Address:**

Suburb/ Town:

State:

Postcode:

Home Telephone:

Mobile:

Email:

5. **Date of Birth:**

6. **Country of birth:**

7. **Citizenship status:**

Australian Citizen

New Zealand Citizen

Permanent Resident of Australia
(certified copy of passport and visa
to be attached to application)

Date Granted:

Humanitarian Visa
(certified copy of passport and visa
to be attached to application)

Date Granted:

8. **Are you of Australian Aboriginal or Torres Strait Islander descent?**

No

Yes, Aboriginal descent

Yes, Torres Strait Islander descent

Yes, both Aboriginal and Torres Strait Islander descent

9. **Your VTAC number**

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SECTION 2 – UB Degree Program of Choice

Please list the full name of the UB program you are applying for under REEP (Refer to the 2012 VTAC guide for correct listings). You can apply for one UB degree program through REEP.

10. Degree program preference:

Degree program name:

VTAC code:

Attendance Type: (select one) Full-time Part-time

Campus Attending: (select one) Ballarat (Mt Helen)

Horsham (*Check availability of programs*)

11. Selection

For a REEP Provisional Offer, applicants will be selected based on the following criteria:

- Demonstrated motivation to succeed in your UB degree program of choice;
- Contributions to your school and community, in particular activities related to your degree program of choice;
- Recommendation from your secondary school regarding your potential to succeed at tertiary level.

For an official VTAC offer at Round 1, you will need:

- A provisional offer
- To complete any prerequisites and extra requirements
- The minimum required ATAR (refer to www.ballarat.edu.au/reep for the table of required ATARs)
- We will make an official offer through VTAC to all eligible applicants; if you wish to receive that offer you will need to place your REEP degree program as first preference in your VTAC preference list. Remember you can discuss your preference options with your careers advisor.

List VCE studies (or interstate equivalent) you have undertaken

Units 1 & 2

Units 3 & 4

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Additional Qualifications

List any additional qualifications you have completed in addition to your VCE (e.g. TAFE qualifications, first aid, bronze medallion etc).

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Areas of Special Interest

Describe any past or present involvement in clubs, school or community groups which reflect your interests and support your application for your REEP degree program.

Organisation	Activities

Work Experience

List any employment (including placements) which you have undertaken.

Position	Employer	Duties/Tasks Performed

Awards

Describe any awards which you have received for activities and achievements.

Award	Date Received	Nature of Award

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Please use this space to detail any additional information to support your application. You can outline (a) Your reasons for wanting to study the program you have chosen; (b) What hopes and plans you have for a career after studying this program; (c) Why you think you will succeed.

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SECTION 3 – Student Declaration

I, *(Insert name)*

declare that: *(Please tick the appropriate boxes)*

I am a current VCE student (or interstate equivalent) enrolled in a nominated secondary school eligible for REEP and wish to apply for entry to the University of Ballarat.

Where appropriate I have made arrangements to satisfy the following extra requirements for the REEP degree program of my choice (list any extra requirements as described in the VTAC guide):

I understand that I must obtain the required minimum ATAR in order to be eligible for an offer for this program through REEP in order to be eligible for a UB Higher Education degree program

I understand that the number of REEP places available per UB degree program will vary depending on demand and applicant suitability and that this quota is at the University's discretion and the decision will be final.

I understand that I must meet the following prerequisites in order to be eligible for the REEP degree program of my choice (list any prerequisites as described in the VTAC guide):

I have read the REEP Guidelines and understand the administration and selection guidelines of REEP I authorise the University of Ballarat to advise my secondary school of the outcome of my application in early December.

I authorise the University of Ballarat to contact my REEP Coordinator, if necessary, for clarification of my application.

Signature of applicant

Date

Application Checklist

I have completed sections 1–3

I have applied for my REEP degree program through VTAC and placed it as first on my preference list

Statement of Results (or interstate equivalent) to date

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SECTION 4 – Secondary School’s endorsement

Ranking of REEP Applicant

The secondary school’s endorsement is an opportunity for the school to highlight the applicant’s potential to succeed at tertiary level.

REEP Coordinator

Name and Title:

Mr Miss Ms Mrs Other

Contact Telephone:

Contact email:

Secondary School:

To be completed by REEP Coordinator or other nominated member of staff: For each of the categories below, please consider the applicant’s current abilities at VCE level and their potential at tertiary level. The rankings can be categorised as follows:

	Poor		Average		Excellent
English/communication skills	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5
Mathematical/ science skills	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5
Analytical/ problem solving skills	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5
Ability to work independently	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5
Ability to work as part of a team	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5
Self motivation / drive / focus	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5
Potential to succeed in tertiary program the applicant has nominated for their REEP program	<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Additional Information

Please use this space if you wish to provide any additional comments in support of this application.



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**REEP Co-ordinator
(or nominated staff
member) signature:**

**REEP Co-ordinator
(or nominated staff
member) :** *(please print)*

Date:

Secondary schools and colleges:

1. Principals or Principals Delegate complete section 4 for each candidate
2. List all candidates on Form 1.1 and submit with applications
3. Post applications to:

REEP Officer
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4. Closing date for applications: 5 pm Tuesday 18th October 2011

