



# REEP

## Regional Education Entry Program Application 2008-09



## Instructions:

Please return completed application to:

### REEP Officer

Admissions Office  
University of Ballarat  
Mt Helen Campus  
PO BOX 663  
BALLARAT VIC 3353

UB Course Infoline 1800 811 711

[www.ballarat.edu.au](http://www.ballarat.edu.au)

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## About REEP

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

UB recognises that VCE results (or equivalent) do not always predict success at tertiary level and REEP is designed to enable secondary students, upon the nomination of their school principal, to apply for alternative entry into one of UB's higher education undergraduate degree courses. When students apply through the REEP process they are assessed on their overall academic potential and demonstrated motivation to succeed rather than just their ENTER.

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## Selection of REEP candidates.

### Who is suitable for REEP?

REEP is designed to target those students who are likely to succeed at tertiary level, but who, for various reasons, may not receive a VTAC offer for the course of their choice. REEP enables UB to make a selection based on alternative factors such as demonstrated consistency in average or above average academic performance and commitment to the course of choice.

### Who is eligible for REEP?

Candidates must be enrolled as a current VCE student (or 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, SA and Tasmania.

A full list of secondary schools is located at [www.ballarat.edu.au/reep](http://www.ballarat.edu.au/reep)

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## Administration and Selection

For information regarding the selection guidelines and administration of REEP, please visit [www.ballarat.edu.au/reep](http://www.ballarat.edu.au/reep)



## How to apply: Instructions for Applicants

1. You must apply for your course of choice using the official REEP application form. Please note that REEP is available for one UB course only.
2. Check that your course of choice is listed by VTAC 2009 as eligible for REEP.
3. You must also apply for the course 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 principal.
5. **Important:** You must check in the 2009 VTAC guide for any prerequisites and extra requirements associated with your course. 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 1-4, 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 or principal.
10. **Applications open on Sunday 31st August 2008 and close on Tuesday 28th October 2008.**

### Supporting Documents

The following documents are required to support your application:

Copy of any Year 11 and Year 12 reports (including grades)

Copy of any VCE Statement of Results (or equivalent) to date.

Copy of any certificates/references/ awards etc for any other qualifications and activities referred to in Section 3 (this should include a GAT certificate where completed)



## Procedures for Secondary Schools or Colleges

1. Principals or Principals Delegate complete section 4 for each candidate
2. **Important:** for your record keeping and ours, list all REEP candidates on **Form 1.1** 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 31st August 2008 and close on Tuesday 28th October 2008**

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## Further Enquiries

Please visit our website [www.ballarat.edu.au/reep](http://www.ballarat.edu.au/reep) to view FAQs or call UB on 1800 811 711

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## Helpful Links

Visit the following websites for further information about UB

- UB courses: [www.ballarat.edu.au/coursefinder](http://www.ballarat.edu.au/coursefinder)
- Handbook: [www.ballarat.edu.au/handbook](http://www.ballarat.edu.au/handbook)
- REEP: [www.ballarat.edu.au/reep](http://www.ballarat.edu.au/reep)
- Prospective students: [www.ballarat.edu.au/prospective](http://www.ballarat.edu.au/prospective)
- New students: [www.ballarat.edu.au/starting\\_at\\_ub](http://www.ballarat.edu.au/starting_at_ub)
- Accommodation: [www.ballarat.edu.au/accommodation](http://www.ballarat.edu.au/accommodation)
- Pathways: [www.ballarat.edu.au/pathways](http://www.ballarat.edu.au/pathways)
- Scholarships: [www.ballarat.edu.au/scholarships](http://www.ballarat.edu.au/scholarships)
- Open Day: [www.ballarat.edu.au/openday](http://www.ballarat.edu.au/openday)
- Application information: [www.ballarat.edu.au/apply](http://www.ballarat.edu.au/apply)



# UNIVERSITY OF BALLARAT

## **REEP** Regional Education Entry Program

### **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

Other (please indicate)

Permanent Resident (date granted)

Humanitarian Visa (date granted)

8. Your VTAC number

→ **Application Continued Next Page**



## SECTION 2 – Course of Choice

Please list the full name of the UB course you are applying for under REEP (Refer to the 2009 VTAC guide for correct listings). You can apply for one UB course through REEP.

### Course preference:

Course name:

VTAC code:

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

Campus Attending: (Select One)      Ballarat (Mt Helen)      Horsham (Nursing Only)

### Selection

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

- Consistent, successful results in Units 1, 2 and 3 of your VCE studies (or equivalent);
- Demonstrated motivation to succeed in your UB course of choice;
- Contributions to your school and community, in particular activities related to your course of choice;
- Recommendation from your school principal 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
- A minimum ENTER of 50
- To place your REEP course as first preference in your VTAC preference list

### List VCE studies (or equivalent) you have undertaken

Units 1&2

Units 3 & 4

→ Application Continued Next Page



### **Additional Qualifications**

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

### **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 course.

### **Organisation**

### **Activities**

### **Work Experience**

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

### **Position**

### **Employer**

### **Period of Employment**

### **Duties/Tasks Performed**

→ Application Continued Next Page



## **Awards**

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

<b>Award</b>	<b>When received</b>	<b>Nature of award</b>
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Please use this space to detail any additional information you wish to provide in order to support your application. Please consider the selection criteria listed above, with particular focus on why you would like to study your chosen course at UB.

→ **Application Continued Next Page**



## SECTION 3 – Student Declaration

I, (insert name)

declare that (Please tick the appropriate boxes):

I am a current VCE student (or equivalent) enrolled in a nominated secondary school eligible for REEP and wish to apply for entry to the University of Ballarat in 2009

Where appropriate I have made arrangements to satisfy the following extra requirements for the REEP course of my choice (list any extra requirements as described in the 2009 VTAC guide):

I understand that, if successful, my UB REEP application will be secured as long as the course is listed first in the course preference list with VTAC

I understand that I must obtain a minimum ENTER of 50 in order to be eligible for a UB Higher Education degree course

I understand that the number of REEP places available per UB program will vary between courses 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 course of my choice (list any prerequisites as described in the 2009 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 principal, 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 course through VTAC and placed it as first on my preference list

I have attached copies of the following supporting documents:

Copy of any Year 11 and Year 12 reports (including grades)

Copy of any VCE Statement of Results (or equivalent) to date.

Copy of any certificates/references/ awards etc for any other qualifications and activities referred to in Section 3 (this should include a GAT certificate where completed)

→ Application Continued Next Page



## SECTION 4 – Principal’s Endorsement

Ranking of REEP Applicant

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

Principal’s Name and Title:

REEP Coordinator Name and Title:

Secondary School:

Contact Telephone Number:

Contact email:

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:

	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	
	<b>Poor</b>		<b>Average</b>		<b>Excellent</b>	
				<b>Poor</b>	<b>Average</b>	<b>Excellent</b>
English/communication skills	1	2	3	4	5	
Mathematical/ science skills	1	2	3	4	5	
Analytical/ problem solving skills	1	2	3	4	5	
Ability to work independently	1	2	3	4	5	
Ability to work as part of a team	1	2	3	4	5	
Self motivation/ drive / focus	1	2	3	4	5	
Potential to succeed in tertiary course	1	2	3	4	5	

→ Application Continued Next Page



**SECTION 4 – Principal’s Endorsement Continued**

**Additional Information**

Please provide any additional information regarding the applicant’s potential to succeed at tertiary level, emphasising why this applicant would be an asset to the University of Ballarat and their course of choice and why they would benefit from REEP. (Maximum 300 words)

Principal’s signature:.....

Principal’s name (please print):.....

Date:.....

**Secondary schools and colleges:**

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2. List all candidates on Form 1.1 and submit with applications
3. Post applications to: **REEP Officer**  
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PO BOX 663  
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4. Closing date for applications: 5 pm Tuesday 28 October 2008