



Regional Education Entry Program (REEP)

Administration and Selection Guidelines

1. Purpose

These guidelines are designed to outline the administration and selection criteria of the Regional Education Entry Program (REEP), and to ensure that places are awarded through a fair and equitable process.

The purpose of REEP is to increase participation by regional and rural students in higher education at the University of Ballarat. UB recognises that VCE (or equivalent) results do not always predict success at tertiary level and have implemented REEP to ensure access is increased to all potentially successful students. REEP allows secondary students (upon the recommendation of their school principal) to apply for alternative entry to a UB program, with the emphasis on students' potential success at tertiary level.

2. Scope

These guidelines apply to prospective UB students who:

- Are enrolled in a 2008-2009 REEP nominated secondary school;
- Will be applying through VTAC for a UB Higher Education program in 2009;
- Are seeking alternative entry into a UB course.

3. Selection Guidelines

3.1 School Eligibility Requirements

- 3.1.1 UB will determine the secondary schools eligible for participation in REEP. A list of designated schools included in this program for 2008-2009 is available by visiting www.ballarat.edu.au/reep
- 3.1.2 UB reserves the right to add or remove secondary schools from the list of designated schools.
- 3.1.3 It is the secondary school principals' responsibility to identify those students who would be appropriate for REEP and endorse their application, with the focus on potential success at tertiary level.
- 3.1.4 There is no restriction on the number of applications each secondary school may submit. It is the principals' final decision as to which students are nominated.

3.2 Student Eligibility Requirements

- 3.2.1 Applicants will only be considered for REEP if they are enrolled as a Year 12 student in the 2008 school year in one of the eligible REEP schools as specified at 3.1.1
- 3.2.2 Applicants will only be considered if they submit the specified application form by 5 pm on Tuesday October 28th 2008.
- 3.2.3 An application must be supported by the applicant's secondary school principal. School principals must demonstrate that the student has the potential to achieve at the tertiary level.

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- 3.2.4 Applicants must have demonstrated consistent results in VCE Units 1, 2 and 3 (or equivalent). Consistent results are deemed to be average or above average results obtained by the student throughout their VCE studies (or equivalent).
- 3.2.5 Applicants may be an Australian or New Zealand citizen, permanent resident of Australia, or hold an Australian permanent humanitarian visa. International students enrolled as a VCE student (or equivalent) in one of the designated secondary schools are also eligible to apply providing they meet the requirements specified in guideline 3.2.6.
- 3.2.6 Successful international applicants must be 18 years of age at the commencement of their course and will be required to obtain a new student visa in the Visa Subclass appropriate to their chosen course of study. Information on applying for a student visa can be found at: www.immi.gov.au/students or contact the University of Ballarat's International Student Programs office on (03) 5327 9018.
- 3.2.7 Applicants will only be considered if they are applying for a UB Higher Education course listed as eligible for REEP in the 2009 VTAC guide. Applicants who fail to submit an application through VTAC will not be considered for selection via REEP.
- 3.2.8 Applicants must have satisfied the prerequisites and extra requirements of the course they are applying for refer to course entries in the 2009 VTAC Guide for further information.
- 3.2.9 Successful REEP applicants do not need to achieve the Clearly-in ENTER for the course of their choice, but applicants must have a minimum ENTER of 50 in order to be eligible for selection under REEP. Clearly-in ENTERs from the previous year can be reviewed in the 2009 VTAC Guide.
- 3.2.10 Successful REEP applicants may apply for deferment from their REEP course. Deferment is not automatically granted and must be applied for in writing to the relevant UB School. Information regarding this process will be provided to the successful applicants at the time of notification.

3.3 Applications

- 3.3.1 Applications open Sunday August 31st 2008 and close at 5 pm Tuesday October 28th 2008.
- 3.3.2 Applicants may only apply for one UB program via the REEP application form. Additional UB programs may be applied for via the VTAC application process or the Direct Entry application process, whichever is appropriate. Visit www.ballarat.edu.au/apply for further information. These additional applications will not be considered under REEP.
- 3.3.3 As listed at 3.2.6, REEP applicants must also apply for the UB course of their choice through VTAC.
- 3.3.4 Applicants will be notified in writing of their application outcome by Monday 1st December 2008. Successful applicants will receive a provisional offer based on the condition that they have satisfied the prerequisites and extra requirements for the course, and are ensured an offer as long as the University of Ballarat REEP course is listed as their first VTAC preference.

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Provisional offers are confirmed when the applicant enrolls in the course during the relevant enrolment period.

- 3.3.5 If applicants are successful in their REEP application, the UB placement is secure as long as the course is listed first in the course preference list with VTAC.

3.4 Assessment and Selection.

3.4.1 Applications will be assessed by the relevant UB School Selection Officer.

3.4.2 The decision of the UB Selection Officer is final.

3.4.3 The number of REEP places available per UB program will vary between courses depending on demand and applicant suitability. This quota is at the University's discretion and the decision will be final.

3.4.4 Selection Officers will consider each application based on the following selection criteria. No other correspondence will be entered into.

- Consistent, successful results in Units 1, 2 and 3 of an applicant's VCE studies (or equivalent);
- Demonstrated motivation to succeed in the UB course of the applicant's choice;
- Contributions to the applicant's school and community, in particular activities related to their course of choice;
- Recommendation from the school principal regarding the applicant's potential to succeed at tertiary level;
- Successful completion of course prerequisites and extra requirements;
- A minimum ENTER of 50.

3.4.5 If necessary, the UB Selection Officer may contact the school principal for clarification of an application.

4. Responsibility

- School principals are responsible for the endorsement and lodgement of their nominated student's application by submitting the REEP Application Form and accompanying documents by the due date to the University of Ballarat.
- Applications are assessed by the relevant UB school selection officers.

5. Associated Documents

- REEP Eligible Secondary Schools
- REEP Application Form