



TRANSITIONING FOR YEAR 12 STUDENTS



PRESHIL
THE MARGARET LYTTLE MEMORIAL SCHOOL
CAREERS HUB

Some things to remember to be successful in your first year of post secondary studies.

- Attend orientation and transition activities – **that way you can find out about support and advisory services available to you!**
- Seek assistance to learn expectations of lecturers – **You may have to learn about tertiary essay writing, using sources, avoiding plagiarism, or managing time, etc.**
- Remember to ask for help – **no-one will necessarily be offering any!**
- Be an independent learner –**lecturers and tutors may not be reminding you about deadlines!**
- Take charge of your own learning – **there might not be anyone checking up to see if you are keeping up with work or assignments!**
- Make friends – **building new friendship groups will help you cope and stay motivated!**

Some useful links to some Victorian university support services

Australian Catholic University -

http://www.acu.edu.au/student_experience/support_services

Deakin University -

<http://www.deakin.edu.au/life-at-deakin/student-life>

La Trobe University -

<http://www.latrobe.edu.au/students/learning>

Monash University - <https://www.monash.edu/get-started>

RMIT University - <http://www.rmit.edu.au/life-at-rmit/support-for-students>

Swinburne University - <http://www.future.swinburne.edu.au/student-services/>

The University of Melbourne - <http://services.unimelb.edu.au/finder>

Victoria University - <http://www.vu.edu.au/campuses-services/student-support>

Federation University of Australia - <http://federation.edu.au/future-students/study-at-feduni/student-support/student-futures-program>

Note: For institutions not listed please visit their website and search for 'student support' or 'student services'.

Handy Tips

DOWNLOAD THE FOLLOWING USEFUL *FREE* APPS FROM ITUNES AND GOOGLE PLAY:



LOST ON CAMPUS: find every tutorial room, lab, lecture theatre, coffee shop, carpark, bus stop, even your nearest vending machines and free microwaves on campus - 42 campuses, 36000 locations - <http://lostoncampus.com.au/>

LinkedIn

An important tip for school leavers for getting a job is to create yourself a **LinkedIn** profile. LinkedIn is like a professional Facebook account where you can blog, comment on professional discussions and build a professional portfolio that aligns with your resume. This needs to be developed over a period of years before graduating from university, so start soon, and continue to work on it during university.

Link: www.linkedin.com

Health and Human Services for Australian Students

LOW INCOME HEALTH CARE CARD

Once you have finished school you are no longer a student and you may be eligible for a **Low Income Health Care Card**. This card gives access to a range of concessions, not only on some health care items but also on a range of other goods and services if you are on a low income.

In particular, some TAFE and other short courses offer discounts for cardholders. You may also be eligible for public transport concessions (note that if you are studying interstate you are not eligible for public transport concessions in Victoria).

Eligibility for a Low Income Health Care Card is based on YOUR income over the previous 8 weeks. It is highly recommended that all graduating Year 12 students consider applying for this card.

Link: <https://www.humanservices.gov.au/individuals/services/centrelink/low-income-health-care-card>

HEALTH AND HUMAN SERVICES

This website has a host of links to services that can assist you with other information about housing, disability, youth and family services.

Link: <https://services.dhhs.vic.gov.au/>

Transitioning to work?

APPLYING FOR A TAX FILE NUMBER:

It is not compulsory to have a TFN. However, without it:

- Your employer must take 45% of your wages in tax
- Financial institutions are required to tax you interest at 45%
- *Centrelink* will generally not pay you an allowance such as - Youth Allowance, *Newstart* or *Austudy*
- You will not be able to defer your higher education fees

If you're an Australian resident the easiest way to apply is to complete the online form by visiting the ATO [here](#).



The ATO app: Lets you access a range of tools and services to help manage your tax and super on the go.

RESUME & INTERVIEW TIPS:

Here are the four most important ones:

1. The elevator pitch - a great way to focus your thoughts and create a concise relevant 60 second pitch.
2. Active language - using powerful, descriptive words that denote ownership.
3. Sell yourself - craft punchy and dynamic statements.
4. Skills and achievements - create short powerful sentences to highlight past experiences and achievements.

You can find some more great tips here www.interviewskills.com.au and here [Youth Central](#).

Useful Website Links

Preshil Careers Website – a one stop shop with access to all the below sites and more, including information about over 800 job descriptions.

Link: <http://www.preshilcareers.com.au>

Job Outlook - is an initiative of the Australian Government Department of Employment. Job Outlook provides information and exploration of Australian careers, labour market trends and employment projections.

Link: <http://joboutlook.gov.au>

My Future – a career information and exploration service providing current career information, articles and links to many resources.

Link: <http://www.myfuture.edu.au>

Careers Online – career research, resume help, job hunting tips, job links etc. Link: <http://www.careersonline.com.au>

Job Search Australia – free online job site, searches can be made by region and state, occupational category, type of employment – casual, part-time, or full-time and covers a range of occupations.

Link: <http://www.jobsearch.gov.au>

Victorian Government Vacancies – find out about government jobs and careers available at the Victorian Government of Australia.

Link: <http://www.careers.vic.gov.au>

Study Assist – information for students about government assistance for financing tertiary study. A useful PDF titled *Beyond School Study Guide* can be found there – Link: <https://www.studyassist.gov.au>

Youth Central – The Victorian Government's website for young people aged 12-25, filled to overflowing with great information about life from every angle. Link: <http://www.youthcentral.vic.gov.au>

Remember

“University is a place of learning; it is not just a building where students are stored for a number of hours a day.”

(Professor Tom Kvan)

“Of utmost importance, I should remember that getting into university is like a gym membership – I have to actually go to see the benefits!”

*“Students who do best at university or TAFE are those with **persistence, determination, organisational and self-management skills** who*



Remember:

Most importantly, make sure you choose a course you will enjoy and are interested in; otherwise you may experience problems with motivation.

Form **friendship** groups with other students so you can be active in groups that discuss work and share ideas. Students who are engaged in **learning communities** and **community networks** have a more positive learning experience. There are also many student clubs for varying interests and causes that you can be a part of.

JOIN OUR ALUMNI
COMMUNITY AND
STAY IN TOUCH

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Some information provided with the kind assistance of Jacky Burton
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