VTAC GUIDE
How to Apply

VTAC

Updated July 2025

Applying with VTAC

This fact sheet covers the application process for Year 12 students applying to study in Victoria after they finish secondary school.

Eligibility

Most current Australian Year 12 students who are successfully completing the VCE, VCE VM or equivalents are eligible to apply through VTAC for courses.

You must also meet citizenship and residency requirements (www.vtac.edu.au/prepare/citizenship). The types of courses you can apply for depends upon the qualification you complete - VCE, VCE VM or VPC. Check the minimum tertiary entrance requirements (www.vtac.edu.au/prepare/entry-req) to understand which courses you are eligible for.

VTAC's role

VTAC is the central hub for tertiary course applications in Victoria. We represent all Victorian universities, most TAFEs and some independent tertiary colleges, which means we process applications for over 1,700 different courses.

When you submit your course application to VTAC you can list up to eight course preferences. Once submitted, VTAC processes your application and performs checks to help you maximise your chances of getting an offer.

After applications close and VTAC has received all of your results, VTAC processes and forwards your application onto the tertiary institutions you have applied to. Institutions can see whether you've met any prerequisite requirements, or submitted any additional forms such as a personal statement or equity schemes and scholarships application.

Once institutions have looked at all your information, they advise VTAC if they want to make you an offer to enrol in a course. You will then receive an offer from the course placed highest on your list willing to make you an offer - that's why it's so important to always list your course preferences in the order you most want to study them.

The order of your preferences is never used as part of the selection process. Institutions can't disadvantage you for putting their course at a lower preference level.

If you're a bit worried about the application process, don't be. It's VTAC's job to make it easier for everyone, so if you've got a question, check out our Facebook, Instagram or TikTok, or if you just want to talk to someone, give us a call!

Application deadlines and processing fees

The cost of the application processing fee depends on when you submit and pay for your application. There are no additional fees for submitting an equity schemes and scholarships application, or for changing your preferences.

There are three different application payment windows.

They are:
» Timely applications
» Late applications
» Very late applications

It's recommended to apply for courses and submit your application fee during the timely application period to ensure you pay the lowest fee available.

Applying interstate and overseas

If you are from Victoria and applying to an interstate or overseas institution, you will need to apply through the relevant tertiary admissions centre—there is one in most states and your ATAR is treated the same way across Australia. Visit Course Seeker (www.courseseeker.edu.au) for a list of courses available across Australia.

ACT/NSW: Universities Admissions Centre (UAC) (www.uac.edu.au)
NT: To apply for undergraduate and postgraduate courses at Charles Darwin University, you must apply through South Australian Tertiary Admissions Centre (SATAC) (www.satac.edu.au)
QLD: Queensland Tertiary Admissions Centre (QTAC) (www.qtac.edu.au)
SA: South Australian Tertiary Admissions Centre (SATAC) (www.satac.edu.au)
TAS: University of Tasmania (www.utas.edu.au)
WA: Tertiary Institutions Service Centre (TISC) (www.tisc.edu.au)

Taking a gap year

If you're thinking of taking a gap year, you can still apply for a course and defer your start for a year. That way you can save your place for next year. If you change your mind, you can always apply for a different course the following year.

To find out what the deferment policies are for the courses you're interested in, check with the institutions directly.

Understand the VTAC process

Research courses

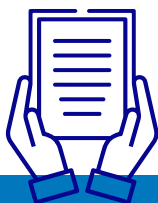Use **VTAC's CourseSearch** to browse through over 1700 courses.

Create an account

Ensure you have an **email address** and **mobile number** handy when creating your account.

Complete your profile

You will need to provide your **personal details**, **education background** and **citizenship and residency status** to complete your profile.

Apply for equity schemes & scholarships

If your education has been affected by circumstances outside your control, you can **apply for equity schemes** (SEAS).

There are lots of different scholarships - **research the scholarships available and apply**.

Apply for courses

You can apply for up to **eight courses** by listing them in the order you most want to study them. **You'll have the chance to change your preferences throughout the application period.**

Check requirements

Each course has its own **essential requirements** and **admission criteria**. Make sure you meet these for each course you apply to and complete any tasks listed.

Get your ATAR

VTAC will use your VCE results to calculate your Australia Tertiary Admission Rank (ATAR), which will be released with your VCE results.

Find out about offers

Offers are released into **your VTAC account on offer round dates**. It's recommended that you always accept an offer!

VTAC account and profile

Before you can apply for courses, equity schemes (SEAS) and scholarships, you will need to create a VTAC account and complete your VTAC profile.

Creating your VTAC account

To create a VTAC account, you need to provide:

» your full name
» your personal email address
» your mobile number
» your current education status

Setting up your VTAC profile

Before you can apply for courses, you need to set up your VTAC profile. Once you've completed your profile, you can use it to:

» apply for courses, and change your course preferences
» upload documents required for your applications
» apply for equity schemes and scholarships
» submit a VTAC personal statement
» check your messages from VTAC
» view your ATAR and course offers when they come out

Account security

As part of setting up your account you will be asked to provide a mobile phone number for multi-factor authentication. This is to verify it is actually you trying to access the account. Keep your login details safe and don't share them with anyone. If you need someone else, such as a parent or guardian, to be able to make enquiries to VTAC on your behalf, you can add them as an authorised nominee at the application stage.

Setting up your account and profile

Get your USI
Create your Unique Student Number, which is required for your application, at www.usi.gov.au

Go to the VTAC website
You can find more information about tertiary courses and start the application process by going to vtac.edu.au and clicking on the sign up button.

Create your VTAC account
If you haven't already, create your account and provide your full name, date of birth, contact information and current education status.

Complete your profile
Answer all the questions under each heading to complete your profile. This is also where you provide your USI.

Confirm education information
Include any previous or current studies in this section, providing supporting documents if required.

Manage permissions
You can edit your sharing and information permissions within your account as required.

Course preferences explained

Once you have created a VTAC account and completed your VTAC profile, you can start applying for courses.

You can save your course application and come back at any time.

What are course preferences?

Course preferences are the list of courses that you would like to study. You should always list your course preferences in the order you would most like to study them.

You can list up to eight course preferences on your VTAC application.

How do preferences work?

By applying through VTAC, you will receive the highest offer available to you in each offer round based on your list of course preferences.

For example, if all the courses on your preference list are willing to make you an offer, you would only receive an offer from your highest preference because it was at the top of your list. The lower preference courses will be offered to other applicants. This is why it's important to always list courses in the order you would like to study them, not the order you think you would get into the courses.

Listing course preferences

List your courses in the order you want to get into them. As shown in this table, you should always list your dream course at the top of your preference list, and then work your way down to other preferred courses, pathway courses and alternative courses that allow you to meet your future goals.

Remember
Your preference list is unique, and no two lists will look the same.

Make sure you list the courses that interest you and your passions or career goals!

Preference rank	Preference reasoning
1	My dream course
2	My second best course choice
3	My third choice based on institution or course studies
4	My fourth choice based on institution or course studies
5	A pathway option into my dream course
6	Another pathway option into my dream course
7	Another pathway course or a course similar to my dream course
8	Another pathway course or a course similar to my dream course

Frequently Asked Questions

How many offers can I receive?
You can receive a maximum of one offer per round. If you do not receive an offer in the first round, you may still receive an offer in later rounds.

What if my ATAR doesn't meet the lowest Selection Rank from the previous year?
Still list your dream course as your first preference! Remember, the lowest selection rank from last year may not be the same this year. Many courses consider a range of factors in addition to the ATAR. These factors can include subject or equity scheme adjustments.

What if I change my mind?
If you change your mind, change your preferences. Change of preference when applications open until December, in early January and, if needed, in between offer rounds until the end of February.

Will institutions ignore my application if I don't put them first?
No! Preference listings are only used by VTAC to determine which course you want the most.

Course authorities don't make selection decisions based on where you've listed the course on your preference list. They will look at all applicants who have listed the course, regardless of what preference number it is.

Why can't I receive an offer from all my preferences?
You will only receive an offer for the highest course that wishes to make an offer. You won't find out about any lower preferences, because those places have already been offered to someone else. This is why it is important to list your preferences in the order you most want to do the courses.

Tips for listing your course preferences

- Check that you meet the essential requirements and admission criteria for each course you list.
- Only list courses you would be happy to study.
- Always list the course you most want to do at the top.
- Include some 'pathway courses' in your list too.

How to submit course preferences

Once you have created a VTAC account and completed your profile, you can start applying for courses.

Starting your course application

You need to complete your profile by logging in to your VTAC account before applying for courses. After completing your profile, you will be able to select 'Start course application'.

Searching for courses

Before you can apply for courses, you need to set up your VTAC profile. Once you've completed your profile, you can add courses to your preference list and submit your application. You must select at least one university, TAFE institute or independent tertiary college to search for a course.

There are two options to filter by: institution and/or qualification. The institution option lists all institutions that you can apply for through VTAC. The qualification list is the level of study you wish to apply for, such as a bachelor degree or diploma.

Once you have your list of results, you can narrow down the options by searching by course name. You can also search by the course code of the specific course you wish to add.

Adding courses to your preference list

Once you have found a course you would like to add to your preference list, you can add this by pressing the ⊕ button.

You can add up to eight course preferences to your list, and must list at least one to submit your application. It's a good idea to list more than one course to maximise your chance of receiving an offer.

When you have listed your wanted courses on your preference list, you can move the courses up and down with your most wanted course at the top of the list. You can remove any courses by pressing the ⊗ button.
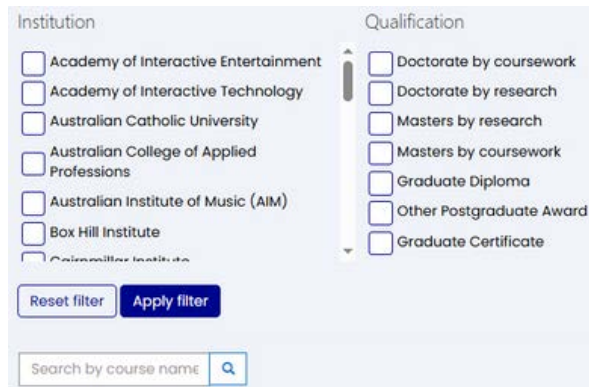
Submitting your course application

To submit your application, follow the steps to complete payment of the course application processing fee. If you start your application but want to complete your payment later, you can save your application and course preferences and come back at a later date to complete the application and pay the fee. Only submitted and paid applications will be considered by tertiary institutions.

Changing your course preferences

You can change your preferences as many times as required while change of preference is open. Once change of preference is closed, your preferences will be set for the upcoming offer round. For a full list of change of preference dates, please go to the dates page on the VTAC website.

To change your preferences, just log into your account and go to 'my course preferences'. Make sure to always save any changes before you exit.

Institution

- [ ] Academy of Interactive Entertainment
- [ ] Academy of Interactive Technology
- [ ] Australian Catholic University
- [ ] Australian College of Applied Professions
- [ ] Australian Institute of Music (AIM)
- [ ] Box Hill Institute
- [ ] Cairnmillar Institute

Qualification

- [ ] Doctorate by coursework
- [ ] Doctorate by research
- [ ] Masters by research
- [ ] Masters by coursework
- [ ] Graduate Diploma
- [ ] Other Postgraduate Award
- [ ] Graduate Certificate

Reset filter **Apply filter**

Search by course name 🔍

A **course code** is a unique code which identifies each individual course and is based on the institution, campus, course type and fee type.

Before applying, you can find the course codes for your chosen courses using VTAC CourseSearch and on tertiary institution websites.

Remember to always list your courses in the order you would most like to study them.

Paying for your application

When you reach the payment portal, you can choose to pay via PayPal or with a debit or credit card. The platform is powered by PayPal, however you do not need a PayPal account to complete payment.

You can confirm you have paid for your application by looking for the 'Processing fee paid' message in your VTAC account.

Apply for equity schemes (SEAS)

Once you have submitted your course application, you can apply for equity schemes and scholarships. VTAC's equity schemes and scholarships application covers special consideration for all of your preferences in a single application. You can apply for as many categories as are relevant to your situation.

What are equity schemes?

Equity schemes help compensate for hardships you have experienced during your previous study which may have prevented you from demonstrating your full potential. Once you apply, tertiary institutions can consider the hardships you have experienced and their impact upon your studies when making selection decisions. If there have been circumstances that have made it hard for you to do your best, you should submit an equity schemes application.

Equity schemes also allow institutions to identify applicants from under-represented groups when making selection decisions for some courses. Selection officers can grant special consideration for course entry to applicants, meaning that you may be offered a place with a lower ATAR or selection rank than otherwise required. However, you must still meet the published institutional and course requirements.

Whether you are currently studying Year 12 or applying as a post-school applicant, you may be eligible for consideration.

> **If there have been circumstances that have made it hard for you to do your best at study, it's worth applying via VTAC's Special Entry Access Scheme (SEAS).**

Equity schemes categories
Personal information and location
Based on demographic information such as your school, living location or gender. No application required, automatic consideration for this category based on information you provide in your VTAC profile.

Financial hardship
Based on whether your everyday life has been impacted by financial hardship. You will either need to provide your own CRN if you receive Centrelink benefits in your own name, a Centrelink document belonging to your parent/ guardian if they receive Centrelink, or an impact statement and statement of support.

Disability or medical condition
Considers all disability or medical conditions, including diagnosed mental health conditions. You will need to provide and impact statement, written in your own words, and a Statement of Support, written by a medical practitioner aware of your condition.

Difficult circumstances
Considers all other circumstances that have been outside of your control that has made it difficult for you to achieve your best with your studies. You will need to provide and impact statement, written in your own words, and a Statement of Support, written by a responsible adult aware of your situation. Some high impact circumstances to do provide an impact statement or Statement of Support - please see our website for more information.

> **How might an equity schemes application help you?**
>
> Special consideration may result in your selection rank (ATAR + bonusing) increasing for one or more courses.
>
> It is always worth applying and also listing course preferences that you'd like to study even if your ATAR falls a bit short as special consideration may get you into your dream course. Applying for equity schemes will never disadvantage you! If you are eligible, it can only improve your ranking for selection.

> **SEAS also allows institutions to identify applicants from under-represented groups when making selection decisions.**

The application

1. Log in to your VTAC account
Log in to your using your VTAC ID.

2. Make sure you've lodged a course application
The equity schemes and scholarship application becomes available once you submit a course application.

3. Open the equity schemes and scholarship application
Click on the 'Equity schemes and scholarship' banner in your VTAC account and select the application option.

4. Complete application including written statements
Fill out the category sections that are relevant to your circumstances. You must fill out at least one category for your equity schemes application to be valid. Based on your answers, you will be prompted for both more information or for Impact Statements written in your own words.

Once submitted, you can edit your equity schemes and scholarship application as many times as required until the equity schemes and scholarship application closing date.

5. Submit evidence documents
When completing your equity schemes application, you may be required to provide evidence. If you don't, your application will not be considered. Evidence required is often a Statement of Support or Centrelink documents. In some difficult circumstances cases, you may have the option to provide a letter from a government or community organisation and do not need to write an impact statement or supply a statement of support.

Once on the 'providing evidence' page, all the documents you are required to provide and upload will be clearly outlined under 'evidence required'.

Apply for Scholarships

Scholarships help with the cost of study and are awarded for many different reasons: community involvement, academic achievement and where you live are just some of them.

Why apply for a scholarship?

Why wouldn't you apply for a scholarship? You have nothing to lose and a lot to gain. While the value of each scholarship varies, it can help you pay for books, study materials, moving expenses, course fees or other costs associated with tertiary study.

What kinds of scholarships can I apply for ?

There are lots of scholarships you can apply for through VTAC. This is completed through the equity schemes and scholarship application in your VTAC account.

Other scholarships require you to apply to tertiary institutions or the organisation sponsoring them. It's worth spending an afternoon online, searching for scholarship opportunities. For example, a local community group might offer one that would be ideal for you.

What are my chances?

Your chances firstly depend on whether you apply or not. Then it depends on how many scholarships in a category are available, your eligibility and how you are assessed compared to other eligible applicants.

For example, Commonwealth scholarships are based on an income assessment – if you meet the criteria, you will get a scholarship. For other scholarships, chances vary more widely. Many of the scholarships through VTAC are based on equity and access, leadership abilities and community experience, so don't be deterred if you're not a straight A student.

The scholarship application is combined with the equity schemes application

This means that every applicant submitting a Special Entry Access Scheme (SEAS) application will also be submitting a scholarship application at the same time.

How do I apply?

Applying for scholarships offered through VTAC is straightforward. You just need to complete one application and you'll be matched with all the scholarships you are eligible for.

The equity schemes and scholarship application is within your VTAC account. It's simply a matter of following the prompts and entering any relevant details. Most questions require concise written responses. These have strict character limits so it can be a good idea to write a draft first. You may also be asked to provide evidence, which you can upload into your VTAC account.

Scholarships through VTAC

The scholarships VTAC takes applications for are generally awarded under three categories:

» Access and equity scholarships
» Merit scholarships
» Indigenous Commonwealth scholarships

Access and equity scholarships

Access and equity scholarships are most often awarded for access and equity reasons, including financial disadvantage, relocating from regional and rural areas or being part of an access equity group.

Merit scholarships

Merit scholarships are awarded for achievement. This may be assessed by a range of criteria, not only your ATAR.

Indigenous Commonwealth scholarships

Commonwealth scholarships are awarded to Aboriginal or Torres Strait Islander applicants across a variety of categories.

Research the requirements

Research the requirements for scholarships through VTAC as soon as possible. This should include visiting:

- Who can apply for scholarships
- Types of scholarships available through VTAC
- How to provide evidence for scholarships through VTAC

Provide evidence for equity schemes & Scholarships

Equity schemes and scholarship applications may require that you provide additional evidence of your circumstances. Quality, not quantity, is the key to providing good and useful evidence.

When completing your equity schemes and scholarship application you may be required to provide evidence. If you don't, your application will not be considered.

Evidence requested may include:

» your description of your circumstances
» your explanation of the impact of the circumstances on your education (or everyday life for scholarships awarded for financial disadvantage), and/or
» a statement of support from a 'responsible person'.

Providing your own statement

Write it yourself
Write the application yourself, in your own words. This is your story, not somebody else's interpretation. Also, it is not an English test! Just write clearly and honestly.

Description of circumstances
Keep it short and to the point. Summarise what happened and when. You can write this as a timeline of dates and events, or you can present it in another way that clearly details your circumstances and when they occurred.

Impact statement
Your impact statement is an essential and significant part of your application. It provides assessors with the information required to understand the impact the disadvantage has had on your educational performance (or everyday life for scholarships awarded for financial disadvantage).
Focus on how your circumstances have affected you and prevented you from meeting your potential. It is important to describe the educational impact of the circumstances, not just the situation or condition.

Evidence is about quality, not quantity.

Providing a statement of support

You may be required to submit a statement of support from a responsible person who has specific knowledge of your circumstances and is able to describe them. Choose a responsible person who knows about your circumstances and can comment knowledgeably about your situation.

Statements of support may be submitted electronically or uploaded to your VTAC account. If a statement of support is required but not submitted, your application for SEAS or the relevant scholarships will not be considered.

Make sure your 'responsible person' understands what they need to include in the statement and that their understanding matches your own. The key element is that they detail how your circumstances have affected you and prevented you from meeting your potential.

A good supporting statement is written by a responsible person who can:
» provide a brief overview of your medical condition, disability or circumstances
» provide a time line of the duration of the circumstances, and
» provide current information on how your circumstances have affected your ability to reach your potential.

VTAC produces a 'Providing a statement of support' fact sheet, which you can forward to your responsible person. This fact sheet explains the purpose of the statement and gives tips on what to include.

Definition of 'a responsible person'
A responsible person is:
» an Australian citizen or permanent resident who is 21 years of age or older
» has known you for at least 12 months or for the entire duration of the circumstance(s), whichever is shorter
» is not related to you by birth, marriage, or de facto relationship, and
» does not live with you.

For evidence under living with a disability or medical condition, and for any questions related to medical conditions on the scholarship application, a responsible person is defined as a health practitioner who also meets the criteria outlined above. Example health practitioners include general practitioners (GPs), psychologists, counsellors, school nurses and physiotherapists.

Providing financial evidence

Financial disadvantage is most often demonstrated with documentation from Centrelink. If you receive payments directly into your account, and you give VTAC permission, VTAC can access your Centrelink records electronically. However, if the payments are paid to your parent or guardian, you must provide VTAC with hard copy or uploaded copies of Centrelink documents.

If you need to provide other financial documents such as payslips, you will need to provide these to VTAC.

Receive your results and ATAR

You will be able to access your VCE results and ATAR in December, before offers are released.

Accessing your results

On results release day, you can access your results via the VCE Results and ATAR Service website or the Results and ATAR app. The app is available from Google Play or the App Store.

You will need to register prior to results being released via https://resultsandatar.vic.edu.au or by using the app.

Registration opens when applications open. You will need your VCAA student number and personal details to register. You will select a secure password when registering, which you will use to access your results on results release day. You only need to register once. The password you create can then be used for both the internet service and mobile app.

You are encouraged to complete registration as soon as possible to ensure the fastest access to your VCE Results and ATAR at 7.00 am when they are released. If you have created a VTAC account, please note that this is separate from your registration for the VCE Results and ATAR Service.

Digital ATAR

After your results are released, you will receive an email from My eQuals. The email will provide you a link, giving you an option to register for a secure My eQuals account to access a digital ATAR statement. This statement is certified and secure and you can access this whenever you are required to.

Understanding the ATAR

The ATAR stands for Australian Tertiary Admission Rank. It is important to note that the ATAR is a rank and not a score. It is represented as a number between 0 and 99.95 in intervals of 0.05 and 99.95 being the highest rank.

Because the ATAR is a rank, there is no pass or fail ATAR. Everyone who receives an ATAR has successfully passed the VCE. The ATAR simply demonstrates each student's achievement in relation to all other students in the Year 12 age group. Someone receiving an ATAR of 55, for example, has performed better than 55 per cent of the Year 12 age group that year.

How is the ATAR used?

It is a tool used for tertiary selection, a way for institutions to distinguish between applicants where there are more people applying than there are places in the course. Once the ATAR has been used for its purpose, entrance into your chosen course, it becomes irrelevant. No one's going to ask for you ATAR once you're already studying, and future employers will be far more interested in your skills and experience than any of your high school results.

Why do you scale subjects?

Subjects aren't scaled because of how 'hard' or how 'easy' we think they are. In reality, every subject is scaled in the same way: based on the strength of the competition in a particular year.

VCE Study Scores are standardised rankings, or relative positions, reported on a scale between 0 and 50, with a middle ranking of 30. So, a student with a Study Score of 30 has performed better than half the students in that subject for that year. Scaling is applied to determine the difficulty in achieving the middle ranking - the median study score of 30 – in each subject. The issue here is VCE Study Scores are not standardised against other VCE subjects, they only measure the achievement relative to other students in the same subject.

The competition to achieve the median study score varies between individual studies – in some subjects it is harder to get a 30 because of the cohort of students undertaking it – not because of any inherent difficulty of the subject. So to be fair to all students, no matter what subjects they choose, we scale all subjects against each other to produce a result as though all Year 12 students had taken the same subjects.

I was hoping for a higher ATAR

Remember, the ATAR is only a tool used for tertiary selection, it does not define you as a person, nor does it determine your capabilities.

If your ATAR isn't high enough to get you into your dream course, it's worthwhile contacting the institution to discuss alternative pathways. More often than not, there will be another pathway into the course you want to study. You do have options.

Change of preference will remain open for a time after the results release, so you will have time to make calls, do your research and add in any 'pathway courses' in time for offers.

Can I speak to someone about my results?

Absolutely. VTAC and VCAA run a joint Post-Results and ATAR Service (PRAS) every year. The services will operate from ATAR and results release, and remains open for several days.

You can contact the service by:
» Visiting pras.resultsandatar.vic.edu.au
» Calling (03) 9637 3877 or the toll-free number 1800 653 080
» Emailing pras@education.vic.gov.au

Learn more about the ATAR

For detailed information on the ATAR and scaling, see the VTAC ATAR and Scaling Guide on the VTAC website.

Change of Preference

If you change your mind about the course you want to study or get different Year 12 results to what you were expecting, don't worry—you can change your course preferences.

What is change of preference?

During specified periods you can add, remove or re- order the course preferences in your VTAC course application.

You may want to change your preferences if you have changed your mind about which course you most want to study, if a new course has become available and you would like to add it to your preference list, or if a course you had applied for has been cancelled and you want to replace it on your preferences list.

There is no cost involved in changing your preferences. As long as you have paid your course application processing fee, you can change your preferences as many times as you like within the specified periods.

How to change your course preferences

To change your course preferences, log in to your VTAC account and follow the prompts. You can add, delete or re-order your preferences using the up and down arrows.

Some courses do not accept new course applications after a certain date, so check the course description and selection criteria carefully for any new courses you want to add.

You will also need to make sure you meet the requirements for any new courses you add. If you have missed a selection requirement deadline, contact the institution to see if you can still apply.

From preferences to offer

1 You will list your preferences in the order you want to get into them.

2 VTAC will make your results and application available to the courses and institutions you've applied to.

3 Course authorities from the institutions advise VTAC of the offers they wish to make.

4 VTAC will send you an offer for the highest course on your preference list that considers you competitive.

5 The institution will email you enrolment instructions for your offered course.

6 You will then choose to accept, reject or defer the offer. VTAC recommends accepting as it does not reduce your chances of subsequent offers.

Find step-by-step instructions for changing your course preferences at:
www.vtac.edu.au/applying/courses/cop

All change of preference dates are listed at:
www.vtac.edu.au/dates

Remember

Always list your courses in the order you want to study them the most, and understand that when change of preference is open between each offer round, you have the option of changing your list of course preferences if you'd like.

When can I change my preferences?

Straight away

Once you've applied, you can keep doing this as many times as you like, free of charge, until the closing date.

After your ATAR is released

After you get your ATAR, you will have a short amount of time to change your preferences. Finalise your preferences at this point to maximise your chance to receive the offer you want.

After offers come out

You can also change your preferences between offer rounds. However, keep in mind some courses may already have filled all their places.

Offers and Enrolment

Most offers will be made in December and January Round 1.

How are offers released?

Most offers will be made In the December offer round. Emails will be sent to your VTAC account and you can view your offer in the 'Course offers' section. Because of the volume of offers going out on that day, VTAC will stagger the offer emails, so don't stress if you haven't received an email but your friend already has.

Your offer email is a notification of an offer being made. The institution will contact you separately with instructions and deadlines for enrolling—usually within two business days. If you do not receive these instructions, you need to contact the institution and not VTAC. Remember, you must enrol by the deadline set by the institution—make sure that you don't miss out.

All offer round dates are listed at: vtac.edu.au/dates.

Accept an offer by enrolling

To accept an offer you must enrol in the course. Enrolment procedures will be outlined in the offer email sent by the institution. These instructions differ across each institution, in some cases you may be required to attend in person at a specific date and time, others might require you to enrol online.

Most enrolment deadlines are within a short period from when the offer is made. If you are unable to complete the enrolment procedure during this period, you should check with the institution about what other arrangements are available. Don't leave this too late, as you may be required to organise documentation and someone to act on your behalf.

> ### All offers are provisional
>
> Any offer you receive is subject to you:
> » meeting eligibility requirements
> » having provided full and correct information on your VTAC application, and
> » attending enrolment at the time and date specified in your offer message
>
> If you don't meet these requirements, your offer may lapse or be withdrawn.

Have mixed feelings about the course or interested in something else?

You can accept your December Round offer and remain eligible for higher preferences in future rounds as long as those courses are ranked higher than your current offer. For instance, if you receive an offer from your third preference, you can still receive offers from preferences one and two.

Change your preferences between offer rounds to open up more course options. This allows you to prioritize courses previously lower on your list or add new ones. If you receive a preferred offer in a future round, you can accept it and withdraw from the previous one.

VTAC advises accepting your December Round offer. Doing so ensures you have a course secured in case no further offers are made. If you delay acceptance to wait for future rounds, there's a risk of not receiving any offers at all.

Thinking of deferring to take a gap year?

Gap years can be a great way to take a break from studying to do some travel or some work experience. If you're applying for courses with the intention to defer the place, make sure that you check the institutional and course policies on deferment, as not all courses will allow it.

If the institution agrees to defer your place, make sure to get an agreement from them in writing. If you eventually decide not to take up the deferred place, you must inform the institution so that they can offer the place to another applicant.

No longer interested in the course you've been offered?

Accepting an offer for a course is your choice. If you have absolutely no desire to enrol in that course, then simply ignore the offer. The offer will lapse and the place will go to somebody else. Just be sure about any decision to not accept a course offer— offers cannot be accepted once they have lapsed.

Didn't get an offer?

If you didn't receive an offer in the December Round, you may still be eligible for an offer in the January and February Rounds. However it's important to know most offers are made in the December Round. So while you might wait in hope for a January Round offer it's also a good idea to do some strategic research.

You can change your preferences between offer rounds and institutions are available to talk to you about pathway courses and to help you identify other courses you might want to add to your preference list before change of preference closes.

Also, make sure you give permission for institutions to give you supplementary offers.

Supplementary offers

Some institutions may make supplementary offers after February Round 1 if they have places available.

You may receive supplementary offers if you have:
» not received an offer listed on your course preferences, and
» given VTAC permission to release your application to all courses with vacancies.

You give this permission either at the time of applying, or later in your VTAC account. Supplementary offers will be processed weekly after February Round 1.