

Apply to Uni Guide

For study in 2024



study
work
grow

apply to uni guide

A guide to entry to university in Australia for students commencing study in 2024.

VERSION 1

The advice in this guide may be subject to change at any time. In our experience, Tertiary Admission Centres and universities can and do choose to change their entry requirements and processes and you should always check directly with the organisation for their latest information before commencing any application. We have verified most of the information directly with the organisations, and in some cases the information in this guide may differ from that published on the Tertiary Admissions Centre or university website, or in their printed material.

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the facts

YOU CAN APPLY FOR ANY COURSE AT ANY UNIVERSITY

This doesn't mean you'll get in. But you need to know that your ATAR and Year 12 results are recognised by every university, and you can apply wherever you want.

Students who are applying for extremely competitive courses (like medicine) can increase their chances of gaining a place by applying interstate. This works because they can select the maximum number of preferences available in each state.

YOU ARE LIMITED TO A HANDFUL OF COURSES (YOUR 'PREFERENCES')

Your 'Preferences' are the courses you want to apply for, in order of preference. So first you list the one you want to get into most, followed by your second favourite, and so on.

Listing the maximum number of possible preferences for your state gives you the best chance of getting an offer.

When choosing your preferences, it's a good idea to list the ones you really want first, the ones that are more realistic next, and a safe option. That way you'll give yourself the best chance to get at least one offer at the end of each round.

THERE ARE TWO WAYS TO APPLY

The Tertiary Admissions Centres (such as UAC or VTAC) process the vast majority of university applications in Australia.

In fact, some universities only accept applications made through these Centres.

But other universities only accept direct applications, and you cannot apply through a Tertiary Admissions Centre. And some universities accept both types of applications.

You need to identify how you should apply before starting the process. Direct applications may have different cut-off dates, fees, and processes, so do your homework to avoid missing out.

THERE ARE COSTS INVOLVED

Unless you apply direct to the university and they don't charge a fee (ie. Bond University) you'll need to pay an application fee when you submit a completed application.

Note that late applications will attract much higher 'processing' fees, so it's worth getting your application in early. **Note:** the fees are non-refundable.

choosing what to study

To apply to university you need to nominate your top course choices.

Start by identifying the subject areas you're; (a) interested in, and (b) good at. Then, search your preferred university for courses in those subject areas.

It may take some time, but we recommend looking at lots and lots of courses.

For example, if you're interested in health then check out everything from medicine through to nursing, pharmacy, physiotherapy, even speech therapy.

When you have found courses that you are interested in applying for, you'll need to check that you meet any prerequisites or entry requirements.

Once you've found some good options make a note of their name and course code (you'll need that later).

NOT SURE WHAT TO PICK?

Consider a general degree in your preferred field (eg. health science) - it'll give you the option to learn more and then specialise later on. You may even be able to change courses at your university if you then figure out what you want to study.

KEEP IN MIND

Some specific courses (usually the competitive ones like law or medicine) can have different application procedures and entry dates.

find somewhere to study

Once you've picked what you want to study, you need to find somewhere to study it. This means you need to select your preferred university, and a couple of backups. In general, universities offer similar courses, which means you have some flexibility in choosing where you want to study.

Things to consider:

- how close is it to home
- what support services they offer
- if they offer flexible learning
- graduate employment success rates

Start by browsing their site, download the handbook and if you can, check out their Open Day. If you have any unanswered questions, reach out to their Future Students team.

first

Choose the type of course you want to study



next

Check if it's offered at your preferred uni



then

If it's not, look for alternatives or consider another university



get ready to apply

STEP 1

Whether you're applying through a TAC or directly to a uni, make sure that you have checked the number of preferences you can apply for. Make a note of key dates and any fees.

STEP 2

We recommend that you use all available spaces when listing your preferences. It could increase your chances of getting an offer that you really want.

STEP 3

Have all your courses, including their codes and the university, listed together. Put the one you want the most in the number 1 spot.

STEP 4

Check that you're registered with your State Education Authority and TAC to receive your ATAR results. Your school will be able to help if you're not sure what to do.

STEP 5

From 2021 all university applicants need to have a Unique Student Identifier (USI). Do you have one? Make sure you have it on hand, and if you don't have one, it's free to get one.

STEP 6

Do you have a personal email address? If not set one up now. Use this email address (not your school one) for all your uni applications.

STEP 7

Make sure you have all the personal details you'll need on hand (and that they match with what is registered with your State Education Body). This includes Student Numbers, etc.

STEP 8

Read through this document and check the TAC or uni websites. Find out what other supporting documents you might need and have them ready too.

STEP 9

If you're applying through a TAC, head to the relevant pages of this Guide for your state and read through the information about how to apply. We've provided detailed step-by-step instructions to help you.

STEP 10

If you are applying directly to a university, read through their how to apply pages, FAQs, or speak to a member of the admissions or future students team before you get started.

new south wales & australian capital territory

how to apply

The [Universities Admissions Centre \(UAC\)](#) process applications for courses offered at participating universities and higher education providers in NSW and the ACT.

Step 1 - Go to [UAC](#) - applications are open now

Step 2 - Click Apply or Log In button (top RHS) between 7.30am and midnight (Sydney time) seven days a week.

Note: Courses starting in semester 1, 2024 will be available for selection as details are confirmed. If your preferred course isn't available, you can complete your application by selecting another course then log back in later and change your course preferences. All courses will be available for selection by August 2023.

Step 3 - Enter your Year 12 Student Number and your UAC PIN.

- 2023 NSW HSC applicants and ACT Year 12 applicants: Your UAC PIN will be emailed to the address you registered with [NESA](#).
- All other Year 12 applicants: Your UAC PIN is the first four digits of your date of birth – e.g. if your birthday is 3 October, your UAC PIN is 0310

Step 4 - Enter your personal details (remember to use an email address you can access once you've left school).

Step 5 - Provide details of your studies and qualifications, and any other supplementary documentation that's required.

Step 6 - Select up to FIVE (5) course preferences, placing the course you want the most in the number one position. We recommend that you use all of your options to increase your odds of receiving an offer you really want.

Step 7 - Accept the applicant declaration.

Step 8 - Pay the fee by credit card (Mastercard or Visa) or PayPal. Your application is not complete until you have paid.

new south wales & australian capital territory

how to apply

Step 9 - Submit your completed application.

Step 10 - Regularly check your email for updates on your application.

Remember: you can change the order of your preferences or even the courses you've selected as often as you like before the closing dates for each offer round (some courses have early application closing dates so check for these as well.) Simply log in to your application using your UAC application number and UAC PIN. You can't change your preferences by phone, letter or email.

key dates

5 April	UAC applications open, including EAS, SRS & Equity Scholarships
18 September	SRS applications close 11.59pm
23 November	Last date to apply for January Round 1 offers
26 December	EAS closing date for January Round 1
29 December	Equity Scholarships closing date for January Round 1
11 January	January Round 1 offers released

change of preference

You can change your preferences even after you've applied - perhaps your ATAR was better or worse than you expected, or maybe you just changed your mind.

You'll have to make sure that you change your preferences by midnight on **4 January 2024** for January Round 1 offers.

You can list up to **five** (5) preferences through UAC.

new south wales & australian capital territory

how to apply

direct applications

The following institutions take direct applications, so you'll have to go to their website and check the application dates and requirements if you want to apply to any of them.

[Academy of Interactive Entertainment](#)

[Academy of Music and Performing Arts](#)

[Australian Institute of Music](#)

[Bond University](#)

[Crown Institute of Higher Education \(CIHE\)](#)

[Elite Education Institute](#)

[Endeavour College of Natural Health](#)

[JMC Academy](#)

[Kent Institute](#)

[Legal Profession Admission Board](#)

[NIDA](#)

[Wentworth Institute](#)

[William Angliss Institute](#)

fees

- \$78** Early bird application fee (before 29 September)
- \$215** Standard application fee (after 29 September)
- free** ATAR Advice Notice (until March 2024)
- \$70** Printed or replacement ATAR Advice Notice

victoria

how to apply

The [Victorian Tertiary Admissions Centre](#) (VTAC) process applications for courses offered at participating universities and higher education providers in Victoria.

Step 1 - Go to [VTAC](#) - applications are open now.

Step 2 - Click '[Create an Account](#)' on the home page to register.

Step 3 - Enter your personal details.

Step 4 - Provide details of your studies and qualifications.

Step 5 - Provide Citizenship and residency details.

Step 6 - Provide details about the Year 12 curriculum you are studying and your Student Number.

Step 7 - Enter your contact details; a mobile phone number, postal address and email address are recommended. Remember to use an email address you can access once you've left school.

Step 8 - Choose a 4 digit pin and two security questions (make a note of these and keep them safe).

Step 9 - Review and complete your VTAC Registration - this will generate a VTAC ID Number. You'll need your VTAC ID Number and VTAC PIN to log in to your account.

Step 10 - Log in to your VTAC account and select 'Course application' .

Step 11 - If you haven't already entered your educational history and student ID you'll need to update your account now, then confirm.

Step 12 - Enter up to EIGHT (8) course preferences using the institution and course drop down menus or by entering the course codes. Place the course you want the most in the number one position. We recommend that you use all of your options to increase your odds of receiving an offer you want.

Note: If a course isn't listed in [CourseSearch](#), or it is badged 'Direct', you will need to apply directly to that institution. VTAC does not manage applications for apprenticeships, many lower-level certificates, or postgraduate courses. Most interstate courses are managed by other Tertiary Admissions Centres.

victoria

how to apply

Step 13 - Set your information release permissions to allow your results to be published and to nominate yourself for additional offer rounds.

Step 14 - Authorise a nominee (optional) who can manage your account in your absence, e.g. if you're going on a gap year or working away.

Step 15 - Respond to the statistical questions, then review and submit your application and pay the fee.

Step 16 - Regularly check your email for updates on your application.

Remember, you can change the order of your preferences or even the courses you've selected. Simply log in to your application using your VTAC ID and PIN.

key dates

28 September	Timely applications close at 5pm
6 October	SEAS and scholarship applications close
3 November	Late applications close
1 December	Very late applications close
11 December	ATAR and VCE results released
13 December	Change of preference deadline for December offers
21 December	December offers released
12 January	January Round 1 offers released

victoria

how to apply

change of preference

You can change your preferences even after you've applied - perhaps your ATAR was better or worse than you expected, or maybe you just changed your mind.

You'll have to make sure that you change your preferences by **4pm on 13 December** for December Round offers.

You can list up to **eight** (8) preferences through VTAC.

direct applications

The following institutions take direct applications, so you'll have to go to their website and check the application dates and requirements if you want to apply to any of them.

[Australian Guild of Music Education](#)

[Australian Institute of Music](#)

[Chisholm Institute](#)

[CQUniversity](#)

[Eastern College Australia](#)

[Endeavour College of Natural Health](#)

[Holmes Institute](#)

[The Gordon](#)

[National Institute of Dramatic Art](#)

fees

\$55 On time application fee

\$140 Late application fee

\$180 Very late application fee

queensland

how to apply

The [Queensland Tertiary Admissions Centre \(QTAC\)](#) process applications for courses offered at participating universities and higher education providers in Queensland.

Step 1 - QTAC application services are not compatible with mobile phones so you'll need to use a computer.

Step 2 - Go to [QTAC](#) (applications open now) and register on the [ATAR Portal](#) to receive your ATAR. You'll need: your full name (as per your QCAA account), date of birth, LUI Number, and personal (not a school) email address.

Note: QTAC's website has undergone significant upgrades in 2023. If you had a previous QTAC Account or signed up before 1 August 2023, you will need to create a new QTAC Account and start your new QTAC Application.

Step 3 - Click 'Apply or Log In' on the home page to start your application.

Step 4 - Enter your personal details and Learner Unique Identifier (LUI) - your Education Queensland ID (EQID) or Unique Student Identifier (USI) won't work.

Step 5 - Have your Academic transcript showing all subjects undertaken, results (including fails), key to the grading system, name of award and proof of award/completion if applicable. (Note: Statements of attainment, results slips and award elements documents are not sufficient).

Step 6 - Enter up to EIGHT (8) course preferences using the institution and course drop down menus or by entering the course codes. Place the course you want the most in the number one position. We recommend that you use all of your options to increase your odds of receiving an offer you really want.

Note: You can change your preferences in Application Services. Do not save your preferences until you are sure they are exactly as you want them. The first three times you click the 'save' button are free, but each time after this, you will be charged a change of preference fee of \$55.

Step 7 - Make sure you know what your rights and responsibilities are (read the disclaimer).

Step 8 - Review and submit your application, then pay the fee.

queensland

how to apply

Step 9 - Regularly log in using your email address and password and head to Application Service to make changes to or update your application, track your application progress, change your preferences, or view and respond to offers.

key dates

1 August	QTAC Applications Open
7 December	Applications Close - December Round
8 December	Applications Close - January Round
15 December	ATAR results released
18 December	Change of Preference Deadline 12pm - December Round
21 December	December Offers Released 10am
3 January	Change of Preference Deadline 11.59pm - January Round
11 January	January Offers Released 8.30am

change of preference

You can change your preferences even after you've applied - perhaps your ATAR was better or worse than you expected, or maybe you just changed your mind. You'll have to make sure that you change your preferences by **12pm on 18 December** for December Round offers.

You can change your preferences for **FREE** up to 3 times, but after that you'll need to pay a fee to change them again. If you want to edit your preferences after you've submitted an application, you can move them around, add or remove courses, but **do not press SAVE** until you're sure. Each "SAVE" counts towards your three free changes.

You can list up to **six** (6) preferences through QTAC.

queensland

how to apply

direct applications

The following institutions take direct applications, so you'll have to go to their website and check the application dates and requirements if you want to apply to any of them.

[Australian Performing Arts Conservatory](#)

[Bond University](#)

[JMC Academy](#)

[Mater Education](#)

[New York Film Academy](#)

fees

\$55	On time application fee
\$98	Late application fee (from 1 March)
free	First three change of preferences
\$55	Subsequent change of preferences

south australia & northern territory

how to apply

The South Australian Tertiary Admissions Centre (SATAC) process applications for courses offered at participating universities and higher education providers in South Australia and for Charles Darwin University in the Northern Territory.

Step 1 - You will need your candidate ID number to apply for undergraduate courses. You can check this number with your school or board of studies.

Step 2 - Go to SATAC - applications open now.

Step 3 - Click 'Apply Now/Log In' on the home page to start your application.

Step 4 - Select 'Undergraduate Domestic Applicants' on the pop-up options.

Step 5 - Enter your details as requested on the registration screen and remember to use an email address you can access once you've left school. Make a record of your username and password, and keep them safe.

Step 6 - Read and accept the terms and conditions of the application.

Step 7 - Complete the personal details page.

Step 8 - Choose up to SIX (6) course preferences. Place the course you want the most in the number one position. We recommend that you use all of your options to increase your odds of receiving an offer you really want.

Step 9 - Provide details about your qualifications and experience (if requested).

Step 10 - Check your application is complete and accurate, then submit it.

Note: You must complete every section of the SATAC application, even if you haven't done every type of study. You won't be able to submit your application until you complete and save all sections.

Step 11 - Check the email from SATAC confirming receipt of your application. Check for any errors, make a note of your unique 9-digit SATAC Reference Number and keep it safe.

south australia & northern territory

how to apply

Step 12 - Log in to your account and use the online services to: pay your fees, provide any supporting documentation that's been requested, check your application progress, update your details, change your preferences, or check and respond to offers.

Note: If you've been disadvantaged during your Year 11 and 12 studies and want to apply for Special Consideration, you'll need to download a questionnaire to complete and apply through [SACE](#).

key dates

29 September	Application fees increase
1 December	Equal consideration closing date for all semester 1 courses
3 January	Change of preference deadline for Semester 1 offers
11 January	Main offer round
24 January	Second January offer round
30 January	Further offer rounds emailed every Tuesday and Thursday until 14 March 2024

south australia & northern territory

how to apply

change of preference

You can change your preferences even after you've applied - perhaps your ATAR was better or worse than you expected, or maybe you just changed your mind.

You'll have to make sure that you change your preferences by **3 January 2024** for Main Round offers.

You can list up to **six (6)** preferences through SATAC.

participating institutions

The following institutions have their applications processed by SATAC:

Charles Darwin University

Flinders University

TAFE SA

The University of Adelaide

University of South Australia

CQUniversity Australia

Tabor

Torrens University Australia

SAIBT

fees

\$60 Early bird application fee (until 29 September)

\$210 Standard application fee

free Application fee for TAFE SA courses

western australia

how to apply

The Tertiary Institutions Service Centre (TISC) process applications for courses offered at participating universities and higher education providers in Western Australia.

Step 1 - Register with TISOnline (applications open now) by pressing the 'Register' button at the top RHS of the home page. You'll need to complete the status check to proceed.

Step 2 - Once you've registered, keep a note of your 8-digit User ID and password required for logging in to TISOnline. Go to TISC and press the Log In button at the top RHS of the home page.

Step 3 - Follow the step by step instructions on the Welcome page.

Note: Use the 'Next Page' and 'Previous Page' buttons at the bottom of each page to move through your application to ensure the changes are automatically saved. Using the Back and Forward buttons on your browser toolbar may result in loss of unsaved information.

Step 4 - You must answer any questions marked with an asterisk (*), other questions are optional.

Note: You may log out at any stage during the application and return at a later date. Remember, though, your application is not active until you have agreed to the declaration.

Step 5 - Choose up to SIX (6) course preferences. Place the course you want the most in the number one position. We recommend that you use all of your options to increase your odds of receiving an offer you really want.

Step 6 - Complete the declaration and submit your application.

Step 7 - Once you have made your declaration, you will be able to change your preferences and your contact details if required. Any other information cannot be changed. If you have forgotten to add something or made an error, you will have to submit the changes in writing to TISC.

Step 8 - TISC will contact you by email if you need to provide any supporting documentation or information for your application.

Step 9 - If you're going to be away between December and February you can complete an authorisation form to nominate someone else to receive information and act on your behalf.

western australia

how to apply

key dates

30 September	Closing date for some university courses
13 December	Final date to upload documents/transcripts for the main round of offers.
17 December	WACE Results released
18 December	Change of Preference closing date for main round offers
22 December	Main round offers released. Applications open for second round offers
14 January	Last date to apply and change preferences for 2024 study
19 January	Second round offers released

change of preference

You can change your preferences even after you've applied - perhaps your ATAR was better or worse than you expected, or maybe you just changed your mind.

You'll have to make sure that you change your preferences by **11.59pm on 18 December** 2023 for Main Round Offers.

You can list up to **six** (6) preferences through TISC.

western australia

how to apply

direct applications

The following institutions take direct applications, so you'll have to go to their website and check the application dates and requirements if you want to apply to any of them.

[CQUniversity](#)

[Endeavour College of Natural Health](#)

[Engineering Institute of Technology](#)

[Tabor](#)

fees

\$88 Standard application fee

tasmania

how to apply

The University of Tasmania (UTAS) is the only tertiary education provider in Tasmania, and they process all their own applications, and applications for the Australian Maritime College.

Step 1 - On the UTAS home page, click on the 'Study with Us' tab at the top of the page.

Step 2 - Click 'Applying to University' on the drop down menu.

Step 3 - Scroll down to where it says 'Undergraduate Applications' and click the red 'Start your Application' button.

Step 4 - You'll be redirected to a sign up page to create a new account.

Step 5 - Enter all your personal details (remember to use a personal email address not your school one).

Step 6 - You must enter information in any fields marked with an asterisk (*) then submit the form.

Step 7 - Once you've registered, keep a note of password required for logging in.

Step 8 - Follow any other instructions.

Step 9 - Choose up to FIVE (5) course preferences. Place the course you want the most in the number one position. We recommend that you use all of your options to increase your odds of receiving an offer you really want.

Step 10 - To Log In to your account, you'll need to click the button at the top RHS of the home page and select 'Student Portal' to complete your application, apply for scholarships, provide additional information, edit details etc.

Step 11 - Keep an eye on your emails too. Once your application has been assessed, UTAS will notify you if you have been accepted. If you are accepted, simply follow the instructions in the offer letter to secure your place at university.

tasmania

how to apply

key dates

30 September	Applications close for the Bachelor of Medical Science/Doctor of Medicine
31 October	Applications for some courses close 11.59pm
14 December	ATAR Release Date
Mid-December	First Offer Round for Tasmanian Year 12s
January	Offers made progressively to Interstate and IB applicants
23 February	Applications for Semester 1 courses close

change of preference

You can change your preferences even after you've applied - perhaps your ATAR was better or worse than you expected, or maybe you just changed your mind.

You can change your preferences even after you've received an offer from UTAS - you need to log in to eApplication and select 'Change Course Preference'.

You can list up to **five** (5) preferences.

fees

free UTAS don't charge for applications

changing your preferences

If you've had a change of heart about what you want to study or where you'd like to go since you submitted your university application, it's not too late – you can still change your preferences.

You don't have to worry about changing preferences right away, but remember that you have the option down the track.

centre	main round offers released	cop main offer round cut-off	cop next offer round cut-off
UAC	21 Dec	15 Dec	4 Jan
VTAC	21 Dec	13 Dec	22 Dec
QTAC	21 Dec	18 Dec	3 Jan
SATAC	11 Jan	3 Jan	-
TISC	22 Dec	18 Dec	14 Jan
UTAS	Mid Dec*	-	-

This information is correct at the time of publication, but sometimes dates change for various reasons, so we recommend triple-checking the cut offs for your chosen universities, courses and states. Call the TAC or university directly if you have any questions or need any help.

***Note:** UTAS send out their main round of offers to Tasmanian students mid-December and to students in all other states/territories in January, so you may need to call and check with them when the last chance to change your preferences will be.

alternative pathways

If you don't get the offer you really want then don't give up - there are loads of ways to get the qualifications you need for your dream career, and very few careers offer only one pathway to entry.

Start by speaking with the university you wanted to attend to see what they suggest - they may have an easy solution like a bridging course to get you where you want to go.

You could also apply for a course in the same area then transfer later on (lots of people change degrees part way through).

Another option is to start a TAFE or private VET course in the same area then apply for a transfer - your study may even count towards your degree.

SEARCH FOR ALTERNATIVE PATHWAYS

Lots of universities offer alternative ways for you to get in if you didn't get the ATAR you expected or didn't receive an offer. They have heaps of info available on their individual websites.

Check out some of the options and if you're still unsure, speak to the experts in the Future Students teams at the universities you'd really like to enrol with.

COVID AND YOUR OPTIONS

In the unprecedented aftermath of the COVID pandemic, universities have been changing the way they work, becoming more flexible and accommodating than ever. You might find that this year, when it comes to changing your preferences, there are more options than ever before.

So don't panic if you have changed your mind after the cut-off, forgotten to change your preferences, or discovered a new course or passion.

Your best option is to call up the university as soon as possible and speak with a student advisor. They'll be able to explain your choices and what you need to do next.

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WITH FUTURES THEY LOVE



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