

Undergraduate fact sheet 5: Offers and enrolment



OFFERS

Offer rounds

UAC advises students of their offers on behalf of the participating institutions. There are a number of offer rounds throughout the year. A list of the offer round dates can be found at uac.edu.au/undergraduate/offers/dates. The list also shows the dates by which you need to apply, provide documents and change your preferences to be guaranteed consideration in each offer round.

Although some Year 12 students receive early offers, the most important offer rounds for Year 12 students are December Round 2 and January Round 1, after ATARs are released. This is when most Year 12 applicants receive their offers.

The offer rounds before this are usually for early entry schemes such as Schools Recommendation Schemes (SRS), ADFA (Australian Defence Force Academy) courses, distance education courses, deferred students and some non-Year 12 applicants. Not all institutions participate in these early rounds, so if you don't receive an early offer and aren't in one of the categories listed, there's no need to worry.

Offer rounds after January Round 1 are for entry to courses that still have vacancies or for new courses that begin later in the year.

Receiving an offer

To find out if you've been made an offer to study at your chosen university or college, go to UAC's website or the My UAC app on the offer round date and log in using your UAC application number and UAC PIN.

The institutions (not UAC) decide who receives offers. So, if you have questions, you'll need to speak to the admissions office at the institution. You can ask why you didn't receive an offer and what other study options are available to you.

Offers are released on UAC's website and on the My UAC app. Offers are no longer published in the media.

One offer per offer round

You can receive only one offer in each offer round. That offer will be to the highest preference for which you are eligible and competitive enough.

For example, if you're eligible and competitive enough for the first preference you've listed, you'll be made an offer to that course and the rest of your preferences won't be considered. If you aren't eligible for your first preference, but are eligible and competitive enough for your second preference, you'll be made an offer to your second preference and the rest of your preferences won't be considered.

Note that in some offer rounds, only first preferences (or only consecutive preferences from the same institution) are considered.

Most offers are made in December and January. You can receive an offer in more than one round but you can only receive one offer per round.

Slipback offers

Some institutions may make a slipback offer to a lower-level course if you're not eligible or competitive enough for the course to which you've applied.

This means that you may receive an offer to a lower-level course in the same area at the same institution rather than the course you listed in your preferences, even if you didn't apply for it. For example, you may get an offer to a Diploma in Marketing if you applied for, but weren't competitive enough for, the Bachelor of Marketing at the same institution.

If you successfully complete a course such as a Diploma, an institution may guarantee you entry into some degree courses. You may also be awarded credit for some of your studies.

Accepting your offer

If you receive an offer in one round, don't assume that you'll receive another offer in a later round.

Accept any offer you receive by following the instructions the institution gives you. You must accept your offer by the date indicated in your offer material, otherwise your offer will lapse and it may go to another applicant in the next round.

Accepting an offer doesn't stop you from being considered in later offer rounds, but you must remove the successful course from your preferences list to prevent it blocking offers to lower preferences in future rounds (see below).

If you receive an offer in one round and accept it, then receive an offer in a later round, you can choose to:

- keep your previous offer and not accept your new offer, or
- accept your new offer and withdraw from the course you've already accepted.

Once you accept your offer, the next step is enrolment.

Receiving further offers

Once you've received an offer, you can't be made an offer to any lower course preferences unless you change your preferences.

So, if you receive an offer to your first preference, you won't be considered for further offers in subsequent rounds unless you move that course down to the bottom of your list or remove it entirely. (Before you do this, don't forget to accept the course you've already been offered!)

If you receive an offer to a lower preference, you will automatically be considered for higher preferences in the next round. But if you'd like to be considered for other courses, you need to remove the course you've been offered, and any other courses you're no longer interested in, from your list of preferences.

For example, let's say you have the following five courses listed as preferences and you receive an offer to your second preference:

| Preferences | |
|-------------|------------------------------------|
| 1 | B Life Science |
| 2 | B Animal Science |
| 3 | B Science (Physics) |
| 4 | B Human Sciences |
| 5 | B Natural Science (Animal Science) |

First, you should accept your offer to B Animal Science.

If you leave your preferences as they are, then in subsequent rounds you will only be considered for your first preference, B Life Science.

But if you want to be considered for courses other than B Life Science, you can change your preferences in any way you like – even add new courses to your list. Just make sure you have a realistic chance of meeting the cut-off and can satisfy any additional course requirements.

Say you change your preferences to the following:

| Preferences | |
|-------------|----------------------|
| 1 | B Science (Physics) |
| 2 | B Science (Flexible) |
| 3 | B Biotechnology |
| 4 | B Human Sciences |
| 5 | B Teaching/B Science |

You'll notice that B Animal Science has been removed from the list. As long as you've accepted your offer to this course, you won't lose your place. If you now receive an offer to a course in your new list, you can decide whether to accept it and withdraw from B Animal Science or not accept the new offer and keep your place in B Animal Science.

If you reject an early round offer or let it lapse and then change your mind, you'll need to speak with the institution's admissions office, as only the institution can reinstate the offer. Also, if the course to which you've rejected the offer was your first preference and you don't remove it, no further offers can be made because the rejected offer will 'block' any new offers to other preferences.

Unsuccessful applicants

Correspondence will be sent to unsuccessful applicants after the following offer rounds:

- January Round 1
- February Round 2.

This correspondence will detail why you have been unsuccessful for each preference. UAC cannot give you any more information than that contained in the letter. Contact the relevant institution for further advice on your study options.

If you don't receive an offer you can change your preferences for the following round. For more information, visit uac.edu.au/undergraduate/apply/course-preferences. If you don't change your preferences, they'll automatically be considered in the same order in subsequent rounds.

Remember that not all applicants are considered in each offer round and that most offers are made in December and January.

Alternative study options

When you apply for undergraduate study, you'll be asked if you'd like to receive information about alternative study options should your application be unsuccessful. If you select 'Yes', you may be contacted by institutions (including some not in your preferences) with details of other available study options. You can opt out of receiving this information by logging in to your application on the UAC website.

ENROLMENT

About enrolment

Each institution has its own procedures for enrolment. For details, read the general information for each institution at uac.edu.au/undergraduate/institutions.

After you enrol in a course, you have until the census date at the end of March to pay your fees, sign up for a HECS-HELP or FEE-HELP loan, or withdraw without penalty from the course.

When you apply, make sure the name you use matches your official ID (birth certificate, passport, citizenship documents). You will need your ID when you enrol and there may be problems if the name on your ID does not match your offer letter.

Advanced standing/Academic credit

If you have already studied at tertiary level, you may get credit for those studies when you enrol. Each institution has its own policy regarding advanced standing/academic credit, which you should check carefully.

Visit uac.edu.au/undergraduate/admission/credit-transfer.shtml for links to institution information on academic credit.

Deferment

Deferment is when your institution gives you permission to delay starting your course. Deferment is for a fixed period; usually six months or one year. All deferments are granted subject to the course being offered the following semester or following year. Each institution has its own policy regarding deferment. Visit uac.edu.au/undergraduate/offers/defer.

When you receive an offer to enrol in a course, information included with your offer will explain how to apply for deferment. You may have to accept the offer before you can defer.

Most institutions will ask you to provide a statement to explain why you wish to defer and what you'll be doing during this period.

Once your deferment has been granted, you'll receive written confirmation of your deferment from the institution concerned. This will also give instructions on how to take up your deferred course.

If, at the end of the deferment period, you decide you'd like to be considered for other courses, you can complete a new UAC application and include these course preferences. If you receive an offer to one of the new courses, you can then decide whether to accept the offer or take up your deferred course.

Can my deferred offer lapse?

Yes. If you undertake degree studies or certain levels of TAFE study other than NSW HSC courses during your deferment period, your offer at many institutions will lapse. You will need to re-apply through UAC and declare all of your studies.

Check with each institution for specific policies.

Transferring to another course

Many students enrol in a course with a view to transferring into another course after completing a year's study. A typical example is completing one year of a general degree (such as Arts) and then transferring to a more specialised degree (such as Arts/Law).

Transfers such as this are possible but very competitive, and you usually need to achieve excellent results in your first year. Each institution has its own requirements for transfers and you should seek more information before you enrol.

In most cases you're not actually transferring; you're withdrawing from one course and applying for entry to another. You usually need to submit a new application through UAC for the new course.

If you're transferring to another course in the same admissions period (eg transferring to a new course in semester 2), you don't need to re-apply because your application is still active – you just need to change your preferences. Then, if you get an offer you can formally withdraw from your current course. It's important to do this to avoid additional HECS fees or absent fail results on your academic record.

FAQ ABOUT OFFERS

Can I receive an offer in more than one round?

Yes, but you can receive only one offer per round. If you receive an offer in one round and accept it, then receive an offer in a later round, you can either keep your first offer and not accept the second offer, or withdraw from the first offer (that you accepted) and accept the second offer.

Most offers are made in December and January.

Should I accept my offer? I might receive another offer in the next round.

Yes, you should accept your offer. If you receive an offer in one round, don't assume you'll receive another offer in a subsequent round. If you don't accept your offer and you don't receive another one in later rounds, you may miss out on a place.

Accept your offer by the date specified by the institution, otherwise you may lose your offer.

Accepting an offer doesn't stop you from being considered for your higher preferences in subsequent offer rounds.

How do I receive more offers after I accept an offer?

If you receive an offer to your first preference but you'd like to be considered for other courses in subsequent offer rounds, you need to accept the offer, then remove your first preference and reorganise the order of your preferences before the next offer round.

If you receive an offer to a lower preference in an offer round, you'll automatically be considered for your higher preferences in subsequent rounds.



Universities Admissions Centre (NSW & ACT) Pty Ltd

Telephone: 1300 ASK UAC (1300 275 822)
from mobiles: (02) 9752 0200 from overseas: +61 2 9752 0200

Email: use our online enquiry form at uac.edu.au/enquiry

Website: uac.edu.au

Postal address: UAC, Locked Bag 112, Silverwater NSW 2128

In person: Quad 2, 6 Parkview Drive, Sydney Olympic Park NSW 2127

Office hours: 8.30am–4.30pm Monday to Friday (Sydney time)