

# Headstart Application Form 2010

- This form is for Year 11 and 12 high school students wishing to undertake individual courses under the Headstart program
- Tuition fee: \$375 per course
- Read the Headstart 2010 brochure or visit [www.usc.edu.au/headstart](http://www.usc.edu.au/headstart) before completing this application
- Applications due:  
Friday 30 October 2009 for study in Semester 1, 2010  
Friday 14 May 2010 for study in Semester 2, 2010
- Refer to the applicant checklist on page 30 for a list of the supporting documentation you will need to submit with your application

## Office use only

Student ID: \_\_\_\_\_ Semester of enrolment: \_\_\_\_\_  
 Scholarship awarded:  Did not apply  No, not successful  
 Yes, (please state) \_\_\_\_\_

Please submit completed form to: Admissions  
 Student Administration-ML23  
 University of the Sunshine Coast  
 Locked Bag 4  
 Maroochydore DC Qld 4558

## Personal details

Family name \_\_\_\_\_ Given name/s \_\_\_\_\_  
 Date of birth (day/month/year) \_\_\_\_\_  Male  Female

## Contact details

Daytime telephone number \_\_\_\_\_ After hours telephone number \_\_\_\_\_  
 Mobile telephone number \_\_\_\_\_ Email \_\_\_\_\_

## Mailing address

Number and street (or PO Box) \_\_\_\_\_  
 Suburb or town \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

## Permanent address

if the same as above please tick ✓ Number and street \_\_\_\_\_  
 Suburb or town \_\_\_\_\_ State \_\_\_\_\_ Postcode \_\_\_\_\_

## Emergency contact

Name \_\_\_\_\_ Telephone number \_\_\_\_\_ Relationship \_\_\_\_\_

## Prior contact with the University of the Sunshine Coast

Have you previously enrolled in any program or course at the University of the Sunshine Coast?

Never previously enrolled  Yes, year of last enrolment \_\_\_\_\_ Student ID number (if known) \_\_\_\_\_

## Course in which enrolment is sought

Which year and semester do you wish to commence study? Year \_\_\_\_\_ Semester  1  2 (please tick ✓)

In the table below, enter the course code and course title for the course you wish to enrol in. Refer to the timetable on the USC website to select your lecture, tutorial and workshop/laboratory session times (if applicable). Please note that you must provide three preferences for class times for all classes where available. The timetable is available from 5 October 2009 for study in Semester 1, 2010 and from 3 May 2010 for study in Semester 2, 2010.

Course code (eg COR109)					Course title (eg Communication and Thought)															
Tutorial class number (eg 1523)					Workshop/laboratory session class number (if applicable) (eg 1251)					Lecture class number (eg 1521)										
1	2	3	1	2	3	1	2	3	1	2	3	1	2	3						

CBI/COS Provider Number: 01595D

## Academic history

School name \_\_\_\_\_

Learning Unique Identifier (LUI) \_\_\_\_\_

(Contact your school office for your LUI)

Your year level (during your intended semester of study) \_\_\_\_\_ The year you will complete Year 12 \_\_\_\_\_

School subjects being studied during your intended semester of study (eg Chemistry, Maths B) \_\_\_\_\_

What degree or degree area do you intend studying after Year 12? \_\_\_\_\_

## Support services

This information is used in a confidential manner by the Disability Support Officer to assist you in accessing support services as required.

Do you have a disability, impairment or long-term medical condition that may affect your studies?  Yes  No

If 'YES' please indicate the area of impairment by placing a tick (✓) in the appropriate box.

Hearing  Learning  Mobility  Vision  Medical  Other, please detail: \_\_\_\_\_

## Headstart scholarship

A number of Headstart scholarships are offered each semester. These assist students from low-income families, or students who identify with other recognised equity groups, including Aboriginal and Torres Strait Islander peoples or students with a disability.

Scholarships are for one semester of study and cover the \$375 Headstart course tuition fee.

**In order for your application for a Headstart scholarship to be considered, you must attach:**

- a typed statement, approximately 200–300 words in length, outlining your reasons for applying for a scholarship, and
- the supporting documentation outlined below for the category or categories that you identify with

Do you wish to apply for a Headstart scholarship?  No  Yes—I wish to apply for a Headstart scholarship because I am (please tick ✓):

from a low-income family background

If you or your parent/s are in receipt of a Centrelink income support payment (eg Youth Allowance, Parenting Payment), please attach a recent Centrelink Income Statement. If you are not in receipt of Centrelink benefits, please provide a copy of your parents' most recent ATO Notice of Financial Assessment and any other relevant documentation to support your claim for low-income status.

an Indigenous Australian

If you are an Indigenous Australian, please provide either:

- a letter of verification from your local community Elder; or
- confirmation in writing with the common seal from the chairperson of the Aboriginal or Torres Strait Islander incorporated organisation in a community in which the applicant lives or has previously lived

a person with a disability, impairment or long-term medical condition

If you suffer from a long-term medical condition or disability, you must provide documentary evidence (eg letter or report from a medical practitioner).

## Personal statistical details (this information is required by the Commonwealth Government)

1. Are you an international student?  Yes  No  
(An international student is one who is NOT an Australian citizen, New Zealand citizen or Australian permanent resident)
2. What is your citizenship or residency status?
  - 1  I am an Australian citizen
  - 2  I am a New Zealand citizen
  - 3  I am a permanent resident (excluding New Zealand citizens)  
Country of citizenship \_\_\_\_\_
  - 4  I have a temporary entry permit (eg student visa or temporary resident visa) or I am a diplomat or a dependent of a diplomat (except New Zealand) and will reside in Australia during semester
  - 5  status other than the above (eg will reside overseas during semester)
3. What is the postcode for your residence during the semester? Postcode (if Australia) \_\_\_\_\_  
Country (if not Australia) \_\_\_\_\_
4. Are you of Aboriginal or Torres Strait Islander origin?
 

Aboriginal	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Torres Strait Islander	<input type="checkbox"/> Yes	<input type="checkbox"/> No

 For persons of both Aboriginal and Torres Strait Islander origin, tick (✓) both 'YES' boxes
5. In what country were you born? (please tick ✓ one)  Australia  
 Other country (please specify) \_\_\_\_\_ Year of arrival in Australia \_\_\_\_\_
6. Do you speak a language other than English at your permanent home residence?  Yes  No  
If 'YES', name of non-English language that is spoken most often \_\_\_\_\_
7. Is English your first language?  Yes  No If 'NO', please specify first language \_\_\_\_\_
8. Are you the first person in your immediate family to attend university?  Yes  No

## Admission statistical details

- Please answer all questions by placing a tick (✓) in the appropriate box.
- **Indicate the most recent year of enrolment if 2 or 3 is ticked.**
- You should assume success in current studies.

Have you ever completed any of the following:	Never commenced		Commenced but not expected to complete this year		Completed or expect to complete this year		Most recent year of enrolment (if 2 or 3 ticked)
(a) Postgraduate course/s of any type?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	□□□□
(b) Bachelor degree course/s?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	□□□□
(c) Associate Degree, Advanced Diploma or course/s at an institution other than a TAFE college?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	□□□□
(d) Associate Degree, Advanced Diploma or Diploma course/s at a TAFE college?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	□□□□
(e) TAFE award course/s other than the above (do not count secondary education, or hobby/recreation/leisure courses).	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	or	3 <input type="checkbox"/>	in	□□□□
			Never commenced or incomplete and do not expect to complete this year		Completed or expect to complete this year		Year of completion/expected completion (if 2 is ticked)
(f) Year 12/matriculation at high school, secondary school or secondary college?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	in	□□□□		
(g) Year 12/matriculation at another institution (eg external study, 'night school', private study college)?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	in	□□□□		
(h) Some other qualification or certificate of attainment or competence which may be recognised for tertiary entrance?	1 <input type="checkbox"/>	or	2 <input type="checkbox"/>	in	□□□□		

## Education level of your parents or guardians (this information is required by the Commonwealth Government)

Please answer about the people (up to two) who, during all (or most) of your school years, were your parents or guardians. If you have more than two, answer about those you have spent the most time with.

### Parent/guardian 1

Male  Female  No parent/guardian

What is the highest level of education completed by your parent/guardian 1? (tick one ✓):

- Postgraduate qualification (eg graduate diploma, masters degree, PhD)  
 Bachelor degree  
 Other post-school qualification (eg associate degree, diploma, advanced diploma, completed apprenticeship, VET/TAFE certificate)  
 Completed Year 12 schooling\*  
 Completed Year 10 schooling\*, continued at school, but didn't complete Year 12 schooling\*  
 Completed Year 10 schooling\*  
 Didn't complete Year 10 schooling\*  
 Don't know

\*or equivalent

### Parent/guardian 2

Male  Female  No second parent/guardian

What is the highest level of education completed by your parent/guardian 2? (tick one ✓):

- Postgraduate qualification (eg graduate diploma, masters degree, PhD)  
 Bachelor degree  
 Other post-school qualification (eg associate degree, diploma, advanced diploma, completed apprenticeship, VET/TAFE certificate)  
 Completed Year 12 schooling\*  
 Completed Year 10 schooling\*, continued at school, but didn't complete Year 12 schooling\*  
 Completed Year 10 schooling\*  
 Didn't complete Year 10 schooling\*  
 Don't know

\*or equivalent

## Internet Access Permission for Headstart Students

Federal Government legislation restricts internet services for people under 18 years of age.

The *Broadcasting Services Amendment (Online Services) Act 1999*, has created a co-regulatory scheme for dealing with internet content including ensuring that internet access is not provided to people under the age of 18 without the consent of a parent or responsible adult. Details of this legislation are available at [www.comlaw.gov.au/ComLaw/legislation/act1.nsf/asmade/bytitle/6E2D62F72AACB92BCA256F710082447E?OpenDocument](http://www.comlaw.gov.au/ComLaw/legislation/act1.nsf/asmade/bytitle/6E2D62F72AACB92BCA256F710082447E?OpenDocument).

For information on how to supervise use of the internet and how to protect people from offensive material on the internet, please consult [www.acma.gov.au/WEB/LANDING/pc=INTERNET\\_MAIN](http://www.acma.gov.au/WEB/LANDING/pc=INTERNET_MAIN). The University of the Sunshine Coast does not normally supervise and/or censor internet access.

Internet accounts are offered to staff and students of the University of the Sunshine Coast for work associated with learning, teaching, research and administration. Students and staff are bound by the Policy on the Acceptable Use of IT Resources. The Policy is included in the Student Handbook under Policies and Rules available from the University's website at [www.usc.edu.au/handbook](http://www.usc.edu.au/handbook).

**NB: A parent or guardian must sign this permission form.**

Print full name of person under 18 \_\_\_\_\_

I am the parent/guardian of the above named person. I have read the *Acceptable Use of IT Resources Policy* [www.usc.edu.au/university/abouttheuniversity/governance/policies/policies.htm#tech](http://www.usc.edu.au/university/abouttheuniversity/governance/policies/policies.htm#tech) and agree to the conditions of use. I understand that all internet services are available through the network account and that the University may provide no censorship.

- I give permission for the above named person to receive full access to the internet via the University of the Sunshine Coast.  
 I do not give permission for the above named person to receive full access to the internet via the University of the Sunshine Coast\*.

\*Note: Failure to receive permission may mean that the student is unable to complete their course/program of study.

Name of parent/guardian \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Declaration

I agree to obey the policies, guidelines and rules of the University of the Sunshine Coast as far as they may apply to me. I declare that the information supplied herein is correct and complete. I authorise the University to obtain official records from any other educational institution previously attended by me, and acknowledge that the University reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information. If any information is discovered to be untrue or misleading in any respect I understand that the University may collect, store and disclose this information to Universities Australia and Universities Australia member institutions and any other relevant authority.

The University of the Sunshine Coast uses email and/or mail to communicate administrative matters to students. I agree to check my University email account on a regular basis and to maintain current mailing address details on USC Central.

The University of the Sunshine Coast is collecting the information on this form to carry out its functions under the University of the Sunshine Coast Act 1998. The University may disclose some, or all of this information, to appropriate agencies if required including the Commonwealth Department of Education, Employment and Workplace Relations and the Australian Taxation Office. For more information, the University's Privacy Plan is available online at [www.usc.edu.au/privacyplan](http://www.usc.edu.au/privacyplan).

Applicant signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian signature \_\_\_\_\_ Date \_\_\_\_\_

# Teacher Statement of Support

*This statement of support must be completed by your current teacher of the subject that most closely aligns with your chosen Headstart course. For example, Psychology should receive your Science teacher's support, and Creative Writing your English teacher's support, etc.*

Applicant name \_\_\_\_\_ Headstart course \_\_\_\_\_

I support this student's application for the Headstart program. Below is my assessment of the student's attributes, academic performance and suitability for university studies.

## Step 1—To what extent do you agree the applicant demonstrates the following attributes?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
<b>The Student's Current Progress:</b> Student is progressing comfortably with current school workload and consistently achieving above-average grades.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Goal Setting:</b> Student demonstrates ability to set short, medium and long term goals to meet his/her study objectives.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Time Management:</b> Student has sound grasp of organisational skills, managing study loads and time constraints.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Reflective Learning:</b> Student regularly evaluates and critiques own progress to identify areas of weakness and potential development.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Seeks Assistance:</b> Student identifies when he/she needs assistance, and is prepared to seek help early through tutors or mentors to overcome challenges in his/her learning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Self Sufficiency:</b> Student displays the ability to work with autonomy and independence, being committed, self-motivating and disciplined in his/her study.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Participation:</b> Student engages enthusiastically with his/her studies, participates in class discussions, and interacts with peers and staff in a meaningful, respectful and mature manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Positive Mental Attitude:</b> Student displays confidence, enthusiasm, optimism and perseverance towards own studies and positive attitudes towards self and others.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Personal Conduct:</b> Student is aware that respect for diverse opinions, lifestyles, religious affiliations as well as gender and ethnic differences are a vital component of the tertiary experience and personal growth.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Step 2—Please detail the applicant's current academic performance in this subject

Subject \_\_\_\_\_ Year level \_\_\_\_\_ Semester \_\_\_\_\_ Level of achievement \_\_\_\_\_  
 Year level \_\_\_\_\_ Semester \_\_\_\_\_ Level of achievement \_\_\_\_\_  
 Year level \_\_\_\_\_ Semester \_\_\_\_\_ Level of achievement \_\_\_\_\_

Comments \_\_\_\_\_

## Step 3—Based on your consideration of Steps 1 and 2, please provide a statement of support for this application

I believe this student is capable of successfully undertaking university study and support his/her application based upon the following:  
 \_\_\_\_\_  
 \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

## Step 4—Headstart Coordinator approval

I agree to meet with this student regularly to discuss their progress and inform the University of any relevant issues.  
 Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Position \_\_\_\_\_ Email \_\_\_\_\_ Telephone \_\_\_\_\_

## I have:

- completed the entire application form and have provided one original and one copy of my application including all supporting materials (a total of two copies)
- provided three preferences for all classes (if applicable)
- attached copies of recent report cards that **include teacher comments** for each subject

For Semester 1, 2010 applicants: You are required to submit your Semester 1, 2009 school report card and Term 3, 2009 report card.

For Semester 2, 2010 applicants: You are required to submit your Semester 2, 2009 school report card and Term 1, 2010 report card.

- attached a 200–300 word, typed statement detailing my goals, aspirations and reasons for applying for the program
- attached relevant further supporting materials (maximum of five pages)  
(This may include awards, achievements or references that demonstrate your suitability for the program—no plastic sleeves or display folders please. Do not include original certificates, provide copies only.)
- obtained the permission (signature) of a parent/guardian
- obtained a statement of support from my current teacher of the subject most closely aligned to my chosen Headstart course
- obtained approval (signature) from my school's Headstart Coordinator

## If applying for a Headstart scholarship, I have:

- completed the 'Headstart scholarship' section of the application form
- attached my statement outlining reasons for applying for a scholarship
- attached relevant supporting documentation