

# UNIVERSITY PREPARATION PROGRAM

## Whole Year or Semester 1 - 2010



**UNSW**  
THE UNIVERSITY OF NEW SOUTH WALES

The Learning Centre • The University of New South Wales • Sydney NSW 2052 • Ph: +61 (2) 9385 2060

### BACKGROUND

The University Preparation Program (UPP) is a preparatory study program for older students who wish to enter a degree program but whose current academic qualifications do not satisfy the minimum entry standard required for university entrance.

The program has two aims; to assess tertiary potential and to provide a realistic environment within which students can develop the skills and strategies to successfully manage university study.

Students who complete the program are eligible to apply for admission to most undergraduate programs at UNSW, but should note that admission is NOT guaranteed. (Please refer to the section on Further Study for more details).

### PROGRAM CONTENT

The UPP is offered in two streams:

- 1) **Humanities stream** (suitable for programs in Arts & Social Sciences, Built Environment, COFA, Law)

Students undertake the following two components of study:

*University Orientation and Study Skills,*

**AND**

One General Education course  
(chosen from a specified range)

**OR**

- 2) Science stream (suitable for programs in Science, Business, Engineering)

Students undertake the following two components of study:

*University Orientation and Study Skills,*

**AND**

*UPP Mathematics Skills*

### Study Options

The academic year at UNSW is made up of two 13-week semesters:

Semester 1 2010: 1 March – 28 June

Semester 2 2010: 19 July – 16 November

Candidates have the option of enrolling in a 26 week program commencing in early March or an intensive 13 week program commencing in either March or July. Applications for Semester 2 intake are available in May.

### Whole Year Option (March - November)

*University Orientation and Study Skills* is taken in Semester 1 and the General Education course OR *UPP Mathematics Skills* in Semester 2.

Attendance time-

Humanities stream: 2 hours per week in Semester 1 and Semester 2.

Science stream: 2 hours per week in Semester 1 and 4 hours per week in Semester 2.

### Semester 1 Option (March - June)

Both components are taken concurrently in Semester 1.

Attendance time - Humanities stream: 4 hours per week for 13 weeks.

Science stream: 6 hours per week for 13 weeks.

### Semester 2 Option (July - November)

Both components are taken concurrently in Semester 2.

Attendance time - Humanities stream: 4 hours per week for 13 weeks.

Science stream: 6 hours per week for 13 weeks.

### Hours per week

The hours specified above are for actual time spent in classes at the University. Please note, however, it is estimated that an additional 6-8 hours per week of private study is required for each component.

### PROGRAM FEE

Humanities stream: \$750.00

Science stream: \$1000.00

The program fee must be paid in full at the time of application. The fee includes borrowing rights to the University library for the duration of the program.

(Unsuccessful applications will incur an administration charge of \$150.00 except in the event that there are no vacancies in the program. Please read information on "Eligibility" in "General Information" below carefully and contact the Admissions Office with any questions before you submit an application)

### Reduced-Fee Places

20 Reduced-Fee places (Humanities - \$450.00, Science - \$550.00) will be available in Semester 1 for applicants in receipt of Centrelink allowances or pensions or who can otherwise demonstrate financial hardship. Applicants must complete a Reduced-Fee Application and make a pre-payment of \$450.00 for the Humanities Stream or \$550.00 for the Science Stream. Late Reduced Fee applications will not be accepted. Reduced Fee applicants must be available to attend an interview at UNSW in February. Reduced fee places will awarded on the basis of the Reduced Fee application and interview.

(If the application for a Reduced-Fee place is unsuccessful applicants have the choice of receiving a refund - less \$150.00 administration charge- or paying the balance of fees and accepting a Full-Fee place).

## KEY DATES

### Whole Year and Semester 1 2010 Options

**Applications Open:** Tuesday 1 December 2009  
9.30am

**Applications Close:** Friday 29 January 2010  
4.30pm

**Orientation Evening:** Wednesday 24 February 2010  
6.00pm - 7.30pm

### Semester 2 2010 Option

**Applications Open:** Monday 3 May 2010  
9.30am

**Applications Close:** Friday 25 June 2010  
4.30pm

**Orientation Evening:** Wednesday 14 July 2010  
6.00pm - 7.30pm

**UAC On Time Closing Date: 30 September 2010**

## CORE COMPONENT

### University Orientation and Study Skills

Offered by: The Learning Centre

Available: Semester 1 and Semester 2

Class Composition: Exclusively UPP students

Prior Knowledge: None required but must be proficient in written and spoken English

Timetable: Students will attend ONE of the following 2 hour class sessions:

**Monday 6pm to 8pm OR**  
**Tuesday 6pm to 8pm OR**  
**Friday 12pm to 2pm**

Topics covered include:

- orientation to the academic system
- time management
- critical/analytical skills
- preparing seminar presentations
- essay writing
- note taking from lectures and written material
- examination techniques
- research skills

Assessment is continuous and comprises class participation, a seminar presentation, two essays and a final examination. Attendance at classes in Weeks 1 and 2 is mandatory. To be considered for admission to UNSW you must achieve a mark of at least 60/100 in UOSS.

### Elective Components

#### HUMANITIES STREAM - *General Education Elective*

Class composition:

Mix of UPP students and students enrolled in degree programs.

Prior Knowledge:

None required but must be proficient in written and spoken English.

Students enrolled in most degree programs at UNSW must complete a specified number of General Education courses. In completing one of these courses UPP students can experience first hand the teaching methods, learning environment and workload of an actual undergraduate university course. UPP students choose one General Education course from a specified range. (See separate sheet).

Timetable:

Morning, afternoon and evening classes are available.

Assessment:

This may include a combination of the following - class participation, maintenance of a learning journal, short written assignments, seminar presentations, essays, and a final examination.

#### Course Choice

The enclosed sheet, 'University Preparation Program Semester 1 2010 - General Education Courses' details General Education courses for those applying for the Semester 1 Option. Those wishing to undertake the Whole Year Option or Semester 2 Option will select their elective course for Semester 2 in May.

#### SCIENCE STREAM – *UPP Mathematics Skills*

Class composition:

Mix of UPP students and students enrolled in degree programs.

Prior Knowledge:

Year 10 Advanced Maths is assumed. You should be confident with algebra (eg. Simplification of expressions, solving equations & inequations, factorisation including quadratic equations and using a scientific calculator (including the fraction, power and exponential keys).

Timetable:

Students will attend BOTH of the following 2 hour class sessions:

**Monday 6.00pm to 8.00pm AND**  
**Wednesday 6.00pm to 8.00pm**

The Mathematics Skills component provides competency in mathematics to a level equivalent to HSC Mathematics. It is suitable for students who have not studied HSC Mathematics (including calculus) at high school but who are seeking to gain admission to UNSW degree programs with assumed knowledge in mathematics.

#### FURTHER STUDY AT UNSW

Students who successfully complete the UPP are eligible to apply for admission to most undergraduate programs at UNSW, but should note that admission is NOT guaranteed.

To be eligible for consideration for UNSW programs you must achieve a minimum mark of 60/100 in the core University Orientation and Study Skills course.

The University Preparation Program is not accepted as a basis for admission to the following UNSW programs: Medicine, Optometry, Medicinal Chemistry, Medical Science, Advanced Science, Advanced Mathematics or B Psychology. UPP students may apply to all other UNSW programs, providing they meet all of the eligibility criteria.

## Engineering

Because B Engineering programs have Assumed Knowledge in HSC Mathematics Extension 1 and Physics, UPP students are generally considered for admission to the Diploma of Science, Engineering and Technology as a pathway to B Engineering programs. See [www.eng.unsw.edu.au](http://www.eng.unsw.edu.au) for more information on the Dip SET.

## Law

UPP applicants are eligible to apply for the Combined Law programs such as Arts/Law or Commerce/Law via UAC. A limited number of places are also available in the Part-time Law program for UPP applicants (admission to Part-time Law will be via direct application to the Admissions Office, not via UAC). To be considered for entry to Law, students must achieve a minimum of two Distinction grades in the UPP. All UPP students applying for Law programs are required to take the Australian Law Schools Entrance Test (ALSET) in November. Further details can be found at the Faculty of Law website [www.law.unsw.edu.au](http://www.law.unsw.edu.au)

## Application to UNSW

### Universities Admissions Centre (UAC)

UPP students wishing to apply for degree programs at UNSW in 2011 must lodge an application through the Universities Admissions Centre (UAC) in September\*. UAC applications will be available in August. It is the responsibility of the student to lodge a UAC application by the due date. See [www.uac.edu.au](http://www.uac.edu.au)

\*except if applying to Part-time Law (see above).

### Mid Year Entry 2010

In 2010 the University may accept applications for Mid-Year Entry to a limited number of degree programs. Successful completion of the Semester 1 2010 UPP option will enable applicants to apply for entry to these programs.

### Selection Criteria/Assumed Knowledge

Some programs at UNSW have Assumed Knowledge (eg. HSC Mathematics). Full details of Assumed Knowledge and additional selection criteria such as interviews and auditions are detailed at [www.unsw.edu.au/assumedknowledge](http://www.unsw.edu.au/assumedknowledge). Please read the information carefully to make sure that you are eligible to apply for the program(s) you are interested in.

## Admission to UNSW

### Previous Study

Applicants should note that it is not only your UPP results that will be taken into account in the selection process, but all the qualifications you currently hold, ie. school results, plus any tertiary studies undertaken, plus your UPP results. This means that, for some competitive programs, even though you obtain a high score in the UPP you might not be offered a place in a degree program if you have an earlier record of failure at tertiary level.

### 2009 Offers

Although admission is not guaranteed, a large proportion of students who complete the UPP are successful in obtaining a place in a degree program. For example,

in 2008, 174 UPP students successfully completed the program and applied to enter a degree program in 2009 through the Universities Admissions Centre (UAC) or direct to UNSW for mid year entry. 122 gained admission to university - 80 (66%) were made offers to UNSW, 42 (34%) to other universities.

For admission to UNSW in 2009 the minimum UPP marks required were as follows:

Faculty	Minimum UPP Mark* (out of 200)
COFA	140
Arts & Social Sciences	140
Built Environment	145
Business	160
Engineering#	152
Law	160 <sup>^</sup> +ALSET Test
Science	140

\*To be considered for entry to UNSW you must achieve a minimum mark of 60/100 in University Orientation and Study Skills.

<sup>^</sup>For entry to Law, students are required to achieve at least two Distinction grades in UPP.

# Because B Engineering programs have Assumed Knowledge in Mathematics Extension 1 and Physics, UPP students are generally considered for admission to the Diploma of Science, Engineering and Technology.

***The above marks are given as a guide only. The entrance requirements vary from year to year depending on the demand for places.***

## FURTHER STUDY AT OTHER UNIVERSITIES

Other universities accept the UPP for admission to undergraduate programs. If you wish to apply to another university you should contact the Admissions Office of that university to check that the UPP will be accepted for admissions purposes.

## GENERAL INFORMATION

### Enrolments

Number of places available

	Full Fee	Reduced Fee
Semester 1 2010	200	20
Semester 2 2010	200	15

### Eligibility

Applicants wishing to enrol in the 2010 UPP must:

- be Australian citizens or permanent residents of Australia;
- be 21 years of age or over at 1 March 2011;
- be proficient in English;
- Not already meet minimum entry requirements for admission to university
- Not be concurrently enrolled in any other program of study

**English Language Proficiency:** Applicants whose secondary education was not conducted in English are required to demonstrate proficiency in the English language at the time of application. Acceptable tests include the Combined Universities Language Test (CULT) or the International English Language Testing Service (IELTS) test. Please visit [www.unsw.edu.au/elp](http://www.unsw.edu.au/elp).

**Indigenous Australians:** Aboriginal and Torres Strait Islanders interested in undertaking the UPP, should contact Nura Gili – Indigenous Programs at UNSW, on (02) 9385 3805/3226.

**Students with a Disability or Medical Condition:** UNSW is committed to ensuring that, as far as is possible, all students are allowed to participate equally in the educational opportunities offered by the University. As part of this commitment, it provides a range of services for students with disabilities. These include note-takers, readers or sign interpreters, examination support, library provisions and resource materials. If you have a disability or medical condition you should contact an Equity Officer (Disability) to discuss your support needs before you lodge an application for the UPP – call (02) 9385 4734 or visit the web site at [www.studentequity.unsw.edu.au](http://www.studentequity.unsw.edu.au).

**Successful Completion and Certification:** All participants who successfully complete the program will receive a University Preparation Program Certificate. Please note that successful completion of the UPP requires students to pass both components either concurrently in one academic semester or in consecutive academic semesters.

**Library:** A UNSW student identification card, valid for the duration of the program, will be issued to all UPP students to allow access to UNSW library facilities.

### Child Care:

The University has four childcare centres for UNSW students. These are only available during the day. For further details contact:

**House at Pooh Corner**

Ph: 9385 5448

Email: [poohcorner@unsw.edu.au](mailto:poohcorner@unsw.edu.au)

**The Honey Pot**

Ph: 9385 1230

Email: [honeypot@union.unsw.edu.au](mailto:honeypot@union.unsw.edu.au)

**Tigger's Place**

Ph: 9385 1222

Email: [tiggers@unsw.edu.au](mailto:tiggers@unsw.edu.au)

**Kanga's House**

Ph: 9662 8353

Email: [kangashouse@unsw.edu.au](mailto:kangashouse@unsw.edu.au)

### Application Procedure

Applications for the Whole Year and Semester 1 Options will open at 9.30am on Tuesday 1 December 2009 and will be accepted until 4.30pm on Friday 29 January 2010, or until all places are filled. (Application forms for the Semester 2 Option will be available from The Learning Centre in May).

All applications must be accompanied by the program fee.

Applications will be acknowledged by email on receipt and a confirmation of enrolment letter with class details/locations will be sent approximately 2 weeks before classes begin.

Applying by mail: The completed application form, together with credit card details or a cheque (made out to the University of New South Wales) should be returned to:

UNSW Admissions Office (UPP),  
The University of New South Wales  
Sydney NSW 2052

### Applying in person: 9.30am - 4.30pm Monday - Friday

If you would prefer to make a payment by cash or credit card you may do so by taking the fee to the Cashier's Office which is located on the Lower Ground Floor of the Chancellery Building. (The nearest pedestrian access is via Gate 9 in High Street). You will be given a receipt, which you should take, together with your application form, to UNSW Student Central located in the adjacent office. Please note the Cashier's Office is only open from 9.30am - 4.30pm Monday - Friday.

### Conditions of Withdrawal

Notice of withdrawal must be made in writing to the Admissions Office. 'Withdrawn' status will be granted if withdrawal takes place on or before the relevant cut-off date. If withdrawal takes place after the cut-off date you may record failures in the courses in which you were enrolled.

### 2010 Cut-off dates

#### Whole Year and Semester 1 Options

31 March 2010

#### Semester 2 Option

31 August 2010

#### Refunds on Withdrawal:

- if withdrawal is received before the commencement of the program, the fee will be refunded less a \$150.00 administration charge;
- if withdrawal is received after commencement of the program but before the cut-off date the fee will be refunded less a \$400.00 administration charge;
- if withdrawal is received after the cut-off date no refund will be issued.

### UPP Orientation Evening

An orientation session will be held prior to the commencement of the program to provide students enrolled in the UPP with information on administrative matters as well as application procedures for 2010/2011 university admission.

Whole Year and Semester 1 Orientation Evening –  
Wednesday 24 February 2010 6.00pm - 7.30pm

Students enrolled in the UPP may also wish to attend some of the events offered as part of UNSW's O'Week for commencing undergraduate and postgraduate students. O'Week will run from 22-26 February 2010. See [www.owebk.arc.edu.au](http://www.owebk.arc.edu.au) for details.