



THE UNIVERSITY OF  
**NEWCASTLE**  
AUSTRALIA

ACCEPTANCE OF  
**OFFER**  
2012

[www.newcastle.edu.au](http://www.newcastle.edu.au)



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**CONGRATULATIONS ON RECEIVING  
AN OFFER OF ADMISSION TO THE  
UNIVERSITY OF NEWCASTLE.**

**WE LOOK FORWARD TO YOU  
ENROLLING AND COMMENCING YOUR  
STUDIES IN 2012.**

**I TAKE THIS OPPORTUNITY  
TO INVITE YOU TO ATTEND THE  
UNIVERSITY'S ENROLMENT AND  
ORIENTATION ACTIVITIES STARTING  
IN LATE JANUARY AND CONTINUING  
THROUGH FEBRUARY AND MARCH.**

**YOU WILL RECEIVE YOUR ENROLMENT  
AND ORIENTATION PROGRAM VERY  
SOON. WE LOOK FORWARD TO  
SEEING YOU ON CAMPUS. ”**

TREVOR GERDSEN  
ACTING DEPUTY VICE-CHANCELLOR (SERVICES)

# WHAT DO I DO NOW?

## Step 1

Accept, defer or decline your offer within the next 7 days

## Step 2

Obtain your username and password

## Step 3

Attend your Program Information and Enrolment Session (PIES)

## Step 4

Attend Orientation

## Step 5

Read the 'Other Important Information' in this brochure

# 1. ACCEPT, DEFER OR DECLINE MY OFFER

**Please read your UAC offer letter and this booklet carefully.**

**Acceptance is very important. It is the beginning of your relationship with the University. If you do not accept your offer of admission within the designated period below it will lapse.**

## **How do I accept my offer?**

To accept your offer you will need to access the website **[www.newcastle.edu.au/uac](http://www.newcastle.edu.au/uac)** and use your UAC application number and date of birth to access the University's online student system, myHub. If you do not have private access to the web, the University's Student Hubs provide a number of computer terminals where you can access the internet and some local government libraries have public internet access as well.

Please use the information following in this booklet and on the University of Newcastle websites provided to assist you in making the correct choices during the acceptance process where you are offered a choice.

**DO NOT mail the UAC Acceptance of Offer to UAC. Accept online.**

<b>e-release of Offers 2012</b>	<b>Advise University acceptance/deferral by midnight</b>
<b>Main Round</b>	
9pm Wednesday 18 January	Wednesday 25 January
<b>Early Round</b>	
9pm Wednesday 1 February	Wednesday 8 February
<b>Late Round</b>	
9am Wednesday 8 February	Wednesday 15 February

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## **How do I defer my offer?**

If you are offered admission to a program at the University of Newcastle, you may defer admission to the program for a period of one year. To defer your offer, you will need to access the website **[www.newcastle.edu.au/uac](http://www.newcastle.edu.au/uac)** Use your UAC application number and date of birth to access myHub and select the deferment option. If you wish to defer you must do so by the dates listed previously.

**B Midwifery students:** Requests to defer the B Midwifery are not granted automatically and will require you to submit an additional statement outlining why deferment is sought to **[BMidwifery-PO@newcastle.edu.au](mailto:BMidwifery-PO@newcastle.edu.au)**

## **What are the conditions of deferment?**

If you have previously deferred your program offer, you are only eligible to apply for a further deferment for one year in extenuating circumstances. Please submit a request in writing to the Manager, Admissions and Enrolment, Student Services Building, the University of Newcastle, Callaghan, NSW 2308.

Please note that the University of Newcastle reserves the right to vary or amend any programs offered through UAC in 2012/13. All deferments are contingent upon the program being offered the following year. Confirmation of your deferral will be sent by mail in April 2012. If you do not receive a confirmation letter, your deferment may not have been processed, or we may not have your most current address details on record. You must notify the University if you change your address. Please email **[admissions@newcastle.edu.au](mailto:admissions@newcastle.edu.au)** in either case.

## **What if I want to nominate someone to accept/defer/decline on my behalf?**

If you wish to nominate someone to accept/defer/decline on your behalf simply write to the University advising us of the name and contact details of the person acting on your behalf and have them follow the same procedures outlined above. Just email the information to **[admissions@newcastle.edu.au](mailto:admissions@newcastle.edu.au)**

## **What do I do if I am not sure my acceptance or deferral worked?**

If you experience difficulties with the operation of the website, please email **[admissions@newcastle.edu.au](mailto:admissions@newcastle.edu.au)**

## 2. OBTAIN YOUR USERNAME AND PASSWORD



You should revisit <http://myHub.newcastle.edu.au> two days after your acceptance, where you will receive your username and password. You will then use this username and password for logging into the myHub student website.

If you already have a student number and password you will still need to wait two days for your new program to be activated.

### **Internet Access for Students Under the Age of 18**

If you are under 18 at the time of accepting your offer to the University of Newcastle, a parent or responsible adult must provide permission for your University-provided access to the internet. Please go to the link [www.newcastle.edu.au/unit/it/account/parentalconsent.html](http://www.newcastle.edu.au/unit/it/account/parentalconsent.html) to access the required consent form. Please return the consent form to any Student Hub at the University.

Don't forget to write your new username and password down and keep it with you for the next step!

# 3. ATTEND YOUR PROGRAM INFORMATION AND ENROLMENT SESSION (PIES)



Enrolment sessions will be run in late January and February for all students to find out their program of study and best enrolment options. You will receive information on the sessions relevant to your program very soon. We highly recommend that you attend this session to ensure you have all the information required for your success in the program you are about to begin.

You will need to bring the following to this session:

- Username and password
- Tax file number (for Commonwealth Assistance purposes)

# 4. ATTEND ORIENTATION



Orientation sessions for commencing students are held across Newcastle, Central Coast and Port Macquarie campuses. The Orientation website <http://www.newcastle.edu.au/students/new/orientation> has all the details of the dates, times and locations of all the exciting activities that are scheduled for you.

Activities include:

- Speed chat
- Faculty sessions
- Newie's shout
- Social events

**and more!**

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**WE RECOMMEND THESE  
ACTIVITIES AS A GREAT WAY TO  
MEET YOUR FELLOW STUDENTS.**

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# OTHER IMPORTANT INFORMATION

## **For Students Enrolling in a Program that Includes a Placement in a School or NSW Health Facility**

### **National Police Certificate, Working with Children Declaration and Immunisations**

A number of University of Newcastle programs require the completion of one or more of the above documents. Without these documents students will be unable to undertake necessary placements in health or education facilities or at places where they may be in contact with children under the age of 18.

If you are accepting an offer to a program where you are required to visit a school or health facility such as degrees in Teaching, Social Work, Speech Pathology, Medicine, Nutrition or Nursing you will need to obtain a National Police Certificate and/or complete a Commission for Working with Children or Young People declaration and/or immunisations.

Further information will be provided as part of the information given to students at their PIES. Completion of these documents is not part of the University's enrolment procedures but required by public and some private institutions before you will be able to begin a placement. You must ensure that you read the up to date information available at [www.newcastle.edu.au/service/admissions/undergraduate-admissions/special-requirements.html](http://www.newcastle.edu.au/service/admissions/undergraduate-admissions/special-requirements.html)

## **Degree Specialisations and Streams**

There are a number of specialisations within the combined Engineering degree (UAC code 480265) and the combined Law degree (UAC codes 480640 and 490640). The University needs to know your preferred option at the time of your acceptance. Please view the options available at [www.newcastle.edu.au/students/new/accepting-youroffer.html](http://www.newcastle.edu.au/students/new/accepting-youroffer.html)

## **Credit**

If you have previously studied at the tertiary level (e.g. university, TAFE college) you may be eligible for credit towards your new degree program. As credit may have implications for your enrolment, please complete our online credit application immediately at <https://intraweb.newcastle.edu.au/catso/pages/credittransferhome.aspx>

## Scholarships

The University of Newcastle offers an extensive range of scholarships. Scholarships range from program specific to general scholarships and are selected on such criteria as academic merit, financial and educational disadvantage and sporting ability. All University of Newcastle scholarships information including application closing dates and application forms are available online at <http://www.newcastle.edu.au/scholarships/>

Scholarships staff can be contacted on **02 4921 6404** or **02 4921 6539** or by email at [scholarships@newcastle.edu.au](mailto:scholarships@newcastle.edu.au)

## Fees and HECS

Information on Commonwealth Support and HECS-HELP options can be found at [www.goingtouni.gov.au](http://www.goingtouni.gov.au)  
It is important that you understand both your own responsibilities and the University's responsibilities regarding your fees or Commonwealth Support.

## Accommodation Information

### On Campus

For information about the availability of on-campus accommodation please call **02 4924 1444** or **02 4924 1443** or email [oncampusaccommodation@newcastle.edu.au](mailto:oncampusaccommodation@newcastle.edu.au)

### Off Campus

For information about off-campus accommodation please call **02 4924 1443** or **02 4924 1444** or email [offcampusaccommodation@newcastle.edu.au](mailto:offcampusaccommodation@newcastle.edu.au)

For more detailed information about accommodation services go to our website at [www.newcastle.edu.au/service/accommodation/index.html](http://www.newcastle.edu.au/service/accommodation/index.html) or for temporary accommodation information please go to [www.totaltravel.com.au/travel/nsw/huntervalley/newcastle](http://www.totaltravel.com.au/travel/nsw/huntervalley/newcastle)

# CONTACT

For further information contact Admissions

**T** 02 4921 5000 (Callaghan and Port Macquarie)  
02 4348 4000 (Ourimbah)

**E** [admissions@newcastle.edu.au](mailto:admissions@newcastle.edu.au)

Or Ask UoN <http://www.newcastle.edu.au/askuon>

## **In person**

Visit one of our Student Hubs:

### **Callaghan campus**

Hunter Hub, Ground Floor in the Student Services Centre; or  
Shortland Hub, Level 3 in the Shortland Building  
The University of Newcastle  
University Drive, Callaghan

### **City precinct**

City Hub and Information Common, University House  
The University of Newcastle  
Cnr King and Auckland Streets, Newcastle

### **Ourimbah campus**

Student Hub  
The University of Newcastle  
Chittaway Road, Ourimbah

### **Port Macquarie**

A Block  
Widderson St  
Port Macquarie

### **Or at ICMS**

Ask at Reception for the Student Recruitment team  
151 Darley Road, Manly

### **By mail**

The Admissions Officer  
Student Services Centre  
The University of Newcastle  
University Drive  
Callaghan NSW 2308