

## Victorian Institute of Technology (VIT)

### 1. About Victorian Institute of Technology

VIT is a Higher Education provider for a Bachelor of Information Technology and Systems (BITS) course. We are also a Registered Training Organisation (RTO) and a Microsoft Certified Partner since 2000.

At VIT, we help our students develop interesting and challenging careers by imparting skills that are in high demand globally. Our courses specifically focus on industry needs and bridge the gap between Secondary Education and Post-Graduate Studies. We ensure that our students receive a solid foundation, in order to pursue their career goals.

Students are VIT's valued asset and we offer face-to-face consultation via lectures, hands on tutorials and guidance from a highly-qualified teaching panel. Further, we offer students outstanding facilities and range of support including careers guidance, counselling, accommodation help and scholarships.

We have highly regarded campuses in the heart of Melbourne and Sydney. Our Institute provides a broad range of accredited vocational education and training programs and a growing range of higher education programs at our convenient Melbourne and Sydney city locations. All VIT delivery locations are close to major shopping, restaurant and entertainment centres and have easy access to public transport.

VIT's Bachelor of Information Technology and Systems (BITS) is approved by TEQSA.

### Campus Locations

|   |  |
|---|--|
| Melbourne Campus<br>Level 14, 123 Queen Street<br>Melbourne<br>VIC 3000 | Sydney Campus<br>Level 5, 333 Kent Street<br>Sydney<br>NSW2000 |
|---|--|

- Open Days and Campus Visits – Contact institute for information
- Important dates – Please visit the below link [here](http://www.vit.edu.au/wp-content/uploads/2017/01/2017-VIT-HE-BITS-Calendar.pdf)  
<http://www.vit.edu.au/wp-content/uploads/2017/01/2017-VIT-HE-BITS-Calendar.pdf>

### Contact Details

Address:

Level 14, 123 Queen Street, Melbourne, VIC 3000

Phone Number – 03 96707848 or 1300 171 755

Email – [info@vit.edu.au](mailto:info@vit.edu.au)

Website – <http://www.vit.edu.au>

## 2. Admission Criteria

All applicants must meet the minimum entry requirements as well as the course prerequisites. Course specific entry requirements are available at the Courses and Fees page for all VIT courses. Prospective students applying to do a higher education program at Victorian Institute of Technology are assessed as follows.

### 2.A Applicants with higher education study

Applicants are eligible for admission if they have satisfactorily completed at least six months of full-time equivalent study at a recognised higher education institution and have relevant pre-requisites.

#### 2.A-1 Completed Bridging and Enabling Courses

Graduates of a foundation program offered by an Australian university, a TAFE or a private provider accredited consistent with the Australian National Standard Foundation (NSPF) programs are eligible for admissions.

### 2.B Applicants with Vocational Education and Training (VET Study)

Applicants are eligible for admission if they have satisfactorily completed one year of a VET (Vocational Education Training) Australian Qualifications Framework accredited award at Certificate III or above. Applicants must meet the course pre-requisites. Credit for this study will be assessed according to the VIT *Credit Transfer Policy*.

### 2.C Applicants with recent secondary education (within past two years)

Applicants should meet following entry requirements to be considered for VIT admission.

#### 2.C-1 Australian Year 12 students

- Successful completion of year 12 Certificate of Education or equivalent.
- Equivalent Australia Year 12 applicants must complete 'TAC Personal History online'

#### 2.C-2 Interstate Year 12

Applicants from Interstate are assessed case by case basis. Applicants should have Victorian Certificate of Education (VCE) equivalent. For more information, visit your local Tertiary Admissions Centre (TAC) website.

### 2.D Applicants with work and life experience

The following applicants may be considered under the work and life experience category:

- Applicants who have not completed Year 12 or equivalent
- Applicants who completed Year 12 more than two years ago

#### 2.D – 1 Applicants who have not completed Year 12 or equivalent

Applicants under this category will be assessed on an individual basis using the following criteria.

- Relevant work experience that demonstrates that the applicant has satisfied the entry requirements
- Relevant non-formal courses
- A personal statement- outlining reasons for studying the course, details of personal circumstances including life and work experiences and community services.

### 2.D – 2 Applicants who completed Year 12 more than two years ago

Applicants under this category will be assessed on an individual basis using the following criteria.

- Relevant work experience that demonstrates that the applicant has satisfied the entry requirements
- Relevant non-formal courses
- A personal statement- outlining reasons for studying the course, details of personal circumstances including life and work experiences and community services.

### 3. Additional Information

#### 3.A Aboriginal and Torres Strait Islander People

Aboriginal and Torres Strait Islander applicants are assessed in the same way as applicants under categories 2.A to 2.D.

#### 3.B Domestic Applicants with Overseas Qualifications

The Admission Officer at VIT will assess the applicant's qualification and verify the suitability for entry into that course according to the course entry requirements. Such applications are carefully assessed on a case by case basis.

#### 3.C English Language Proficiency

Applicants with overseas qualifications must satisfy English language requirements in addition to meeting the academic requirements for the course.

Applicants with the following qualifications/English Language may satisfy English requirements.

#### First Language English

Completion of Senior Secondary or Tertiary studies from a country where English is the first language.

#### English Language Test Levels

Applicants from non-English language countries need to achieve the minimum scores as shown below.

| English Test            | Levels  |
|-------------------------|---|
| <i>IELTS (Academic)</i> | Overall score 6.0 (no band below than 5.5)                                  |
| <i>TOEFL</i>            | Overall 547 (paper based) or 65 (Internet based test, no band less than 15) |
| <i>PTE Academic</i>     | Overall score 50 with (no score less than 46)                               |
| <i>Cambridge</i>        | CAE Score of 169 (no band less than 162)                                    |

#### 4. How to Apply

##### Through a TAC (Tertiary Admission Centre)

- A current Year 12 student (Australian Year 12, the IB in Australia or New Zealand)
- Intending to apply to multiple institutions

##### You can Apply Directly to VIT if you are:

- A non-current Year 12 student or
- Intending to apply only to VIT
- Applying for a November intake

##### Preparing Your Application

You will need to provide the following documents with your non - TAC application:

- Certified copies of your academic documents (e.g. transcript, certificates)
- Evidence of English language skills (hyperlink to English language page) ( if you completed studies from a non-English speaking country)
- Employment related documents e.g. employment certificate, reference letter, resume (where applicable)
- Any relevant professional/personal development course certificates
- Personal Essay (where applicable) – Statement of purpose

##### Credit Transfer

If you are seeking credit transfer for the same or similar unit/s previously completed at a different institute, you must submit the following supporting documents with your credit application:

- Certified copy of relevant certificates and results for any studies that you have completed
- Unit outlines
- Credit Transfer Application Form – available at VIT reception

For further information about credit transfer please contact VIT Admissions Team on 03 9670 7848.

##### By Email

Scan and email your application via email to [admissions@vit.edu.au](mailto:admissions@vit.edu.au)

##### By Post

Deliver hard-copy application in person or by post to:  
123 Queen Street  
Melbourne  
VIC 3000

Please download the application form for **Domestic** Candidates from [here](#)

<http://www.vit.edu.au/wp-content/uploads/2016/01/VIT-FEE-HELP-Application-Form-FH-v15-0-HE.pdf>

Please download the application form for **International** Candidates from [here](#)

<http://www.vit.edu.au/wp-content/uploads/2017/08/HE-Student-Application-International-v17.0.pdf>

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|---|-------------|--------------------|-------------|
| Admissions Transparency – Higher Education  | Version 1.0 | Authorized By: CEO | Page 4 of 6 |
| Managed By: Dean and Coordinator - HE   |             |                    |             |
| VIT (Victorian Institute of Technology) Level 14, 123 Queen St, Melbourne, Victoria 3000, Australia<br>Phone: 1300 171 755; Fax: (613) 9670 7849; Email: <a href="mailto:info@vit.edu.au">info@vit.edu.au</a> |             |                    |             |

## 5. Enrolment

After processing each successful applicant will be given an offer letter.

### Acceptance of Offer

Whether you received an VIT or TAC offer, you will need to attend VIT on enrolment date specified in your offer to accept your offer and enrol in units.

### Advanced Standing/ Academic Credit/Recognition of Prior Learning

Credits for units are awarded based on VIT Credit Transfer Policy

### Deferment

You can defer up to 12 months. If you wish to defer studies, you must do so before the offer acceptance and enrolment date specified in your offer letter.

You can download the Deferment Form from [here](#)

Email – [info@vit.edu.au](mailto:info@vit.edu.au)

Phone – 03 9670 7848

### Fees and Charges

Please contact VIT reception or click [here](#)

<http://www.vit.edu.au/bachelor-of-it/>

## 6. Student and Campus Services

- Accommodation – Advisors at VIT Student Service Division (SSD) are available to help students to find accommodation
- Careers – VIT Careers Guidance Unit works with students closely to identify job opportunities, provide resume help, soft skills development and assisting students with internships.
- Childcare - Advisors at VIT Student Service Division (SSD) are available to assist students to find appropriate Childcare
- Counselling – VIT enrolled students can meet and talk with professional counsellors free of charge
- Library /Computing Resources – VIT both Melbourne and Sydney Campuses have excellent libraries with access to online materials and computer resources

## 7. Student Profile

The table below gives an indication of the likely peer cohort for new students at VIT overall – In other words the background of the students enrolled with us.

| Applicant Background  | Semester 1, 2017 |                                |
|---|------------------|--------------------------------|
|   | No of students   | Percentage of all the Students |
| Past Higher Education Study (includes a bridging or enabling course)  | L/N              | L/N                            |
| Past Vocational and Training (VET) study  | L/N              | L/N                            |
| Recent Secondary Education  | L/N              | L/N                            |
| Admitted solely on the basis of ATAR ( regardless of whether these includes the impact of the adjustment factors such as equity or subject bonus points)                            | L/N              | L/N                            |
| Admitted via both ATAR and additional criteria via considered (e.g. portfolio, auditions, extra tastes, early offer, conditional on minimum ATAR)                                   | L/N              | L/N                            |
| Admitted on the basis of other criteria only and ATAR was not a factor (e.g. special consideration, audition alone, school recommendation scheme with no minimum ATAR requirements) | L/N              | L/N                            |
| Work life Experiences (Admitted on the basis of previous achievements other than the above)   | L/N              | L/N                            |
| International Students  | 89               | 96.7%                          |
| All students  | 91               | 100%                           |

**Notes:** L/N - Low numbers: the number of students is less than 5.

N/A - Data not available for this item.

N/P - Not published: the number is hidden to prevent calculation of numbers in cells with less than 5 students.

## 8. Where to get Further Information

Tertiary Education Quality Standards Agency ([TEQSA](#))

<http://www.teqsa.gov.au/>

QILT website ([Click here](#))

<https://www.qilt.edu.au/>

Victorian Tertiary Admission Centre ([VTAC](#))

<http://www.vtac.edu.au/>

Universities Admission Centre ([UAC](#))

<http://www.uac.edu.au/>

Information on appeals grievances processes ([Click here](#))

<http://www.vit.edu.au/wp-content/uploads/2016/05/Complaints-and-Appeals-Policy-v15.1-VET.pdf>