



# **Options Career Information Bulletin**

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# Apprenticeships & Traineeships

## **Australian Apprenticeship career information**

The [Australian Apprenticeships Pathways website](#) provides a central hub for information to help you start your apprenticeship or traineeship journey.

- Identify your career interests with the [Work Type Explorer](#) and the [Career Interest Explorer](#).
- Explore available job and training descriptions [here](#).
- Access Job Pathway Charts that show job and career pathways that can start with an apprenticeship [here](#).
- Read about the steps to becoming an apprentice or trainee [here](#).

## **The Print Industry needs apprentices**

A [report](#) on the ProPrint website states that the print industry is currently experiencing a shortage of young people coming into apprenticeships. Jobs in this industry include graphic design, printing, multi-media and screen-printing. For more information about these jobs and the pathways for gaining entry to them, see the [Future Print website](#).

## **Tips for writing a resume for the Construction Industry**

The following tips come from [Construction Skills Queensland](#).

- The resume should be written in a clear, readable format. It should include your employment history (including work experience), education, achievements (even those unrelated to the construction industry), certificates and contact details.
- When listing your work experience, mention the project you worked on, the tasks you participated in and the tools you used.
- Job seekers are expected to provide an up-to-date resume that is tailored for each job application. Have a few versions of your resume to submit for the different jobs you apply for.

# AUSTRALIAN DEFENCE FORCE

## Defence Information Sessions

**Brisbane North** – Thursday 2 November 2017 at 6 pm - *School Leavers Information Session* at Brisbane International Hotel Virginia, Sandgate Road and Zillmere Road, Boondall. Book your spot [here](#).

**Brisbane** – Monday 6 November 2017 at 6 pm - *School Leavers Information Session* at Mt Gravatt Bowls Club, 1873 Logan Road, Upper Mount Gravatt. Book your spot [here](#).

**Gold Coast** – Monday 6 November 2017 at 6 pm – *Defence Careers Information Session* at Defence Force Recruiting Gold Coast, 14 Edgewater Court, Robina. Book your spot [here](#).

**Cairns** – Tuesday 7 November 2017 at 6 pm - *Health Careers Information Session* at Defence Force Recruiting Cairns, 118 McLeod Street, Cairns. Book your spot [here](#).

**Ipswich** – Wednesday 8 November 2017 at 6 pm – *School Leavers Information Session* at Ipswich Civic Centre, Limestone Street, Ipswich. Book your spot [here](#).

**Gold Coast** – Wednesday 8 November 2017 at 6 pm – *Management and Leadership Careers Information Session* at Defence Force Recruiting Gold Coast, 14 Edgewater Cres, Robina. Book your spot [here](#).

**Townsville** – Wednesday 8 November 2017 at 6 pm – *Health Careers Information Session* at Defence Force Recruiting Townsville, 71 Stanley Street, Townsville. Book your spot [here](#).

Further information about these events and Army Reserve Information Sessions can be accessed on the [Facebook](#) site.



## **Beyond School Study Guide**

This guide is a digital resource for students in Years 10 – 12 to help them with their future planning. It provides information in infographic format with links to useful webpages. Topics covered include:

- Higher education or VET – this page has a link to a Career Quiz
- Pathways to university
- Choose your own higher education adventure
- Higher education government financial assistance
- Fact sheets on: Commonwealth Supported Places and HECS-HELP; FEE-HELP; VET Student Loans; SA-HELP; and OS-HELP.

## **How to choose a course if you're not sure about a future career**

What are you going to do next year? Are you sick of this question? You're in Year 12, you know you want to go to university next year, but you can't choose a course because you don't know what you want to do in the future. Perhaps you're tossing up between two fields and are worried you might make the wrong decision. The following options might offer you a solution.

**Consider a dual degree** – If you are interested in a couple of fields of study, investigate the possibility of doing a dual/double degree. A dual degree can usually be completed in a shorter time than two single degrees. However, it will take longer than a single degree. Many universities offer 'fast-track' options such as trimester calendars or summer schools which may allow you to complete the dual program sooner. Dual degrees also increase your employment opportunities.

**Choose a generalist degree** - Generalist degrees are a good choice if you have a broad area of interest but aren't sure which exact career is for you. They allow you to explore your options without committing to a single specialisation in the first year. For example:

- If your interests are in humanities, you could choose an Arts degree that allows you to study a variety of subjects before deciding on a specialisation/major.
- If you are more science oriented, think about choosing a B Science that has a range of subjects that you could explore during your first year.
- If you know you are interested in business but don't know much about the various areas of business, select a business course that will expose you to many areas in your first year before you choose a major.

**'Try out' a field of study** - If you're still weighing up the pros and cons of a certain field, but aren't sure if you want to commit to three or four years of study, why not try a lower-level, shorter qualification in the field? For example, a diploma course usually takes one year of full-time study and will give you a good idea of

whether it's the right study field for you. Depending on the diploma you choose, you may be granted credit into a degree course. You could also enrol into a single unit (subject) to gain some insight into a field of study you are considering. Single units may also be credited if you choose to complete a degree in the field.

**Take a gap year** - Taking a gap year is another option, as it gives you time to think about your options. You can use a gap year to travel, gain some work experience or do voluntary work. Whatever you do, don't waste the year. Do something that will help you decide what you want to do the following year.

Some of the above information is adapted from the [Good Universities Guide website](#). The [Where do I start](#) section on this website may also give you some ideas.

### **Match your career to your values**

Self-awareness is the first step in exploring your career options. Self-awareness is having knowledge of things such as your interests (especially your career interests), strengths, aspirations and values. What are your values? Not sure? The WA Career Centre website has a free Values card sort tool that can help you rate a series of values. At the end of the activity, you are given a report that outlines the values that are most and least important to you. Access the tool [here](#). When reading about or talking to people about the jobs you are considering, think about whether your most important values will be met in these jobs.





### **2018 JMC Academy Creative Industries Short Courses**

[JMC Academy](#) will offer the following short courses from 15 – 18 January 2018:

- Audio (two-day course)
- Character Design (two-day course)
- Introduction to Visual Design (three-day course)
- Insta-Pro Marketing Boot Camp (two-day course)
- Pop Songwriting and Production (four-day course)
- Script to Screen (four-day course)

Find out more [here](#) and register now before the Early Bird 20% discount ends.

### **Applications for the Christian Heritage College (CHC) LAUNCH program now open**

CHC is a Christian college of higher education. It offers degree courses in Business, Education and Humanities, Liberal Arts, Social Sciences and Ministries. It is located at Carindale, Brisbane. The LAUNCH program provides secondary students with an opportunity to study up to two CHC subjects in Semester Two of Year 11 and/or Semester One of Year 12 (one unit per semester). Successful completion of a CHC subject may provide automatic admission to a degree course at CHC on completion of Year 12. Applications for 2018 Semester One are now open. Find out more on the [LAUNCH program site](#).

### **Australis College**

This college, located in Spring Hill, Brisbane, offers accredited diploma and certificate courses in the following fields of study:

- Business and Management
- Financial services
- Information and Technology
- Social Media Marketing
- Natural health
- Enterprise Solutions
- Counselling and Community

Australis offers flexible study options. Visit the [College website](#) for more information.

## **Basair Aviation College**

Basair Aviation College specialises in training students to become commercial pilots. In Brisbane, the college is located at Archerfield Airport. If you want to know what it's like to fly a plane, the Archerfield Airport campus offers a one-hour Trial Instructional Flight for \$220.00. Find out more on the [College website](#).

## **CQUniversity (CQU) online chat session**

CQU will hold an [online chat session](#) from 3 – 6 pm on Tuesday 28 November 2017. This is your opportunity to ask questions about courses, campuses, pathways, etc. Please register to attend this session.

## **Events at TAFE Queensland**

**The Future of Design Information Night** – Interested in design but not sure about which area of design? This event will help you explore options in civil engineering, architectural studies and interior design. It will be held from 5.45 – 7.30 pm on Wednesday 15 November 2017 at the TAFE Queensland South Bank campus. Visit the [website](#) for more information and to register.

**CRE8 2017** - Come and join in this [free showcase](#) of the best student works from the year, across all areas of the creative arts, including fashion, floristry, photography, digital design and much more. It will be held from 6 – 8.30 pm on Thursday 16 November 2017 at the TAFE Queensland South Bank campus, 66 Ernest Street, South Brisbane.

**Meraki: End of Year Fashion Parade** – This [event](#) will be held from 5.30 – 8.30 pm on Wednesday 22 November 2017 at the TAFE Queensland Mt Gravatt campus. Tickets (\$15 per person) will be on sale soon. Meraki will showcase works created by the TAFE fashion students.

**Adult Tertiary Preparation Information Night** – If you don't think you will gain entry to your preferred tertiary course or you need to meet subject prerequisites, consider completing the Certificate IV in Adult Tertiary Preparation. You can learn about this course at the information night to be held from 5.30 – 7 pm on Tuesday 28 November 2017 at the TAFE Queensland Caboolture, Loganlea and South Bank campuses. Register to attend [here](#).

**Health Information Night** – This event will be held from 6 – 8 pm on Thursday 2 November 2017 at the TAFE Queensland Southport campus. At the event you can find out how to start a career in health. A short presentation will be followed by break-out sessions where staff and teachers can answer your questions on course details, entry requirements and career pathways for:

- Animal Studies
- Allied Health
- Community Services
- Health Support
- Nursing
- Sports Development.

Register to attend [here](#).

## **Flight Attendant Training enrolments for 2018 now open at Aviation Australia**

Aviation Australia is offering this training course at its Brisbane, Sydney and Melbourne campuses. There are no specific entry requirements for the course. The course can be undertaken full-time or part-time. There are various start dates. Visit the [website](#) for details. The next [Flight Attendant Training information session](#) will be held from 5.45 – 7.15 pm on Wednesday 1 November 2017.

## **McGregor Summer Arts Retreat and the McGregor Music Summer 2018**

The [McGregor Summer Arts Retreat](#) will be held from 7 – 13 January 2018 at the University of Southern Queensland, Toowoomba campus. With both Creative Art and Visual Art workshops come and immerse yourself in a week-long artist sanctuary. Enrolments are now open.

The [McGregor Music Summer 2018](#) will also be held from 7 – 13 January 2018 in Toowoomba. Musicians will gain exposure to the many career pathways and performance options available within the contemporary music world. Registrations are now open.

## **Medical Science offered at the University of the Sunshine Coast (USC) in 2018**

USC will offer the [B Medical Science](#) for the first time in Semester One 2018. It is a three-year program that will provide provisional direct entry into Griffith University's planned Doctor of Medicine program at the new Sunshine Coast University Hospital at Birtinya. More news about this [here](#).

## **News from the University of Queensland (UQ)**

**The UQ Toolkit** – This is a collection of helpful web pages for UQ students, especially new students. It includes:

- Dictionary of UQ terminology - This can help you understand the language of university study
- FAQs – Answers questions on admissions (e.g. UQ Bonus Scheme, choosing courses and much more)
- my.UQ - Provides information on the processes you are likely to encounter when studying at UQ
- UQ Answers - Has a section for future students to ask questions about studying at UQ.

Visit the [UQ Toolkit webpage](#) to access these useful 'tools'.

**Moreton Bay Research Station Open Day** - UQ's Moreton Bay Research Station will be hosting its Open Day from 10 am – 3 pm on Saturday 25 November 2017. The day is free for all. There will be free Moreton Bay discovery cruises, a live animal show, art workshops and research talks. Visit the [website](#) for more information.

**UQ Mates** - Meet new people, do fun things and have good times with [UQ Mates](#). Join one of the several mates groups. This is a fun way of transitioning to this very large campus.

**UQ's Community Access Program** - The Faculty of Humanities and Social Sciences [Community Access Program](#) (Non-Award Access Program) provides an opportunity for members of the community to access individual subjects without undertaking a whole degree or applying through QTAC. To apply you need to be at least 18 years or have completed Year 12. You could explore this program as an alternative pathway to university.

### **Qld School of Film and Television (QSFT) 2018 High School Program**

Applications are now open for QSFT's [Certificate III in Screen and Media](#) in 2018. This is a twelve-month program, with students attending one class per week. It will give you the opportunity to complete a nationally recognised qualification that provides the fundamental skills necessary to work in the film and television industry. The course will commence on Wednesday 7 February 2018. Scholarships may be available. For more information, phone 3392 7788 or email [marketing@qsft.qld.edu.au](mailto:marketing@qsft.qld.edu.au).

### **Reminders from the Jazz Music Institute (JMI)**

**2018 courses** – Free pre-audition interviews are available for prospective students interested in the following courses:

- [B Music in Jazz Performance](#)
- [Certificate III and IV in Music Industry \(Performance\)](#) – also available for Year 11 and 12 secondary students.

**Brisbane JMI Summer Jazz Clinic** – This is a four-day jazz performance clinic designed for musicians of all ages and abilities. The clinics are delivered in a fun and friendly environment and are ideal for beginner, intermediate and advanced jazz players. It will be held from 8 – 11 January 2018. Find out more [here](#).

### **Updates from the Queensland University of Technology (QUT)**

**Changes to creative industries courses** – You have more options with the reviewed and updated creative industries courses offered in 2018. These include the following new double degrees:

- [B Business/B Fine Arts \(Animation\)](#)
- [B Business/B Fine Arts \(Film, Screen and New Media\)](#)
- [B Fine Arts \(Film, Screen and New Media\)/B Laws \(Honours\)](#)

Find out about other creative industries course changes [here](#).

**Scholarships and other opportunities in business and technology** - Scholarships often provide advantages in addition to financial support, such as work experience and access to professional networks. Find out more about the opportunities with [QUT business scholarships](#) and the [Westpac Young Technologists Scholarships](#).

**QUT disability support** - [Students with a disability, injury or health condition](#) who are planning to study at QUT can contact the QUT disability advisers to discuss support options. Find out more on the [website](#).

**QUT Accelerator** – Do you have a business idea but don't know where to start? The Accelerator is a three-month intensive program aimed at getting you and your startup commercially ready. Find out more [here](#).

### **Use QILT to compare institutions and their courses**

Finding it difficult to make final decisions about the institution you want to attend? The [QILT](#) (Quality Indicators for Learning and Teaching) website can help you compare study experience and employment outcomes data from Australian higher education institutions to select the institution with all the qualities you want.

### **What's new at ACU (Australian Catholic University)?**

**New Health Science double degrees for 2018** – ACU will offer the following double degrees starting in Semester One 2018. Doing a double degree can increase your employment opportunities.

- [B Applied Public Health/B Business Administration](#)
- [B Science/B Business Administration](#)

**Certificate IV in Fitness** – This certificate is required to be a personal trainer. It is offered at ACU's Brisbane campus starting in January 2018. For more information and to download a brochure, visit the [ACU website](#). For further information, contact Jocelyn Anderson on 3623 7647.

**Entry bonus schemes** – These schemes can help you improve your chances of gaining entry to ACU courses through the allocation of bonus points (now called Adjustment factors). You don't have to submit an application for the following [entry bonus schemes](#) when you apply for ACU courses through QTAC.

- Year 12 subject
- Access ACU
- School's relationship
- Campus
- Regional school

However, you are required to apply for the following entry schemes.

- [QTAC's Special Access Scheme](#)
- [ACU's Elite Athlete and Performers Program](#)

**ACU Scholarships** - ACU offers a range of scholarships for commencing students, from rewarding academic achievement to supporting equality. There are nearly 400 scholarships on offer. Some scholarships contribute a one-off payment, while others provide support for each year of your degree. You can apply for as many scholarships as you want. View the scholarships available [here](#). Make sure you submit applications by the due date.

# Employment

## **Highest paying Australian jobs by industry**

[SEEK Insights and Resources](#) has recently revealed the five highest paying jobs in the following industries.

**Education and training** – Average salary: \$78,802; Highest paying jobs: University management (\$109,581); Tertiary teaching (\$108,988); Vocational management (\$88,707); Research and fellowships (\$84,303); Secondary teaching (\$84,207).

**Call centre and customer service** - Average salary: \$58,091; Highest paying jobs: Management and support (\$84,628); Supervisors/team leaders (\$73,735); Sales outbound (\$58,010); Collections (\$56,009); Sales inbound (\$54,592).

**Engineering** – Average salary: \$104,347; Highest paying jobs: Management (\$133,264); Project management (\$102,775); Systems engineering (\$118,331); Project engineering (\$113,775); Building services engineering (\$107,774).

**Retail and consumer products** – Average salary: \$58,924; Highest paying jobs: Area/Multi-site management (\$89,511); Planning (\$87,299); Buying (\$83,839); Merchandisers (\$65,017); Store management (\$55,574).

The data also lists the average salary per state for each industry.

## **Labour market information**

The Australian Bureau of Statistics (ABS) August 2017 Labour Force Survey data includes a range of employment characteristics for each of the 19 broad industries, including employment trends, median weekly earnings, projected employment growth and top employing occupations. You can access the information [here](#).

## **Labour market snippets**

**How to lead in a disrupted world** – This [TEDxYouth talk](#) is presented by Bernie Woodcroft, Director of ilab, a Start-up Accelerator owned by the University of Queensland. He talks about the current and likely future changes in the world of work and the skills needed to be successful.

**Videos highlighting 21 Century skills** – The Queensland Curriculum and Assessment Authority (QCAA) has produced several videos on the skills needed in the job market in the future. The content of the videos is directed at teachers, but is equally useful to young people. See the [QCAA website](#) to access the videos.

**Most jobs will be soft skills intensive by 2030** – A recent [article](#) on the HRM site refers to several reports that support the prediction that soft skills will be in demand in the future job market. The article lists the following soft skills that will be in demand:

- Communication
- Friendly/Approachable
- Self-motivated/Ambitious
- Driven by outcomes
- Positive and enthusiastic.

**Jobs Availability Snapshot 2017** – This report, recently released by Anglicare Australia, shows what the job market is like for job seekers facing the greatest barriers to work e.g. those without qualifications or experience; those trying to re-enter the workforce; those living in regional or remote areas. The results show a grave situation for these people. Up to five of these jobseekers are competing for each entry-level role across Australia. Read the report [here](#). This report highlights the importance of gaining qualifications and work experience. An article related to this report is [Young Australians left behind by jobs market](#).

**10 Things tech companies are looking for in new recruits** – An article in *The Martec*, states that over recent years, the hunt for new recruits has expanded beyond technical ability. Experience and ability still count, but it's not everything. Employers are also looking for recruits who have energy, effective communication, authenticity, ego-less (they don't like show offs), personal and professional drive, passion for their work, entrepreneurial skills, emotional intelligence and team skills. Read the [article](#) to learn more about these characteristics.

### **Looking for work? Here are some tips**

Two articles of interest to students looking for work, full-time, part-time or casual, on the Year 13 website are:

- [7 ways to find your first job](#)
- [5 excuses that you need to ditch before you'll get a job.](#)

Also visit the [Year13](#) website for information on apprenticeships, gap year programs, job vacancies, studying, money advice, internships and the fun of life after school.

# Financial Assistance & Scholarships



## **Adam Scott Foundation Sports Business Scholarship**

The Adam Scott Foundation in partnership with Griffith University sponsors this scholarship. The Foundation would like to support a student who has overcome adversities in life and is passionate about business and sport. The scholarship will cover the student contribution charges. Applicants must apply and gain entry to one of the following Griffith courses:

- B Business
- B International Business
- B International Tourism and Hotel Management
- B Sport Development
- B Business/B Commerce
- B Business/B International Business
- B Business/B Asian Studies
- B Business/B Government and International Relations
- B International Tourism and Hotel Management/B Business.

Visit the [website](#) for more information. Applications close on 28 January 2018.

## **Adam Scott Foundation Sports Business Scholarship**

The Adam Scott Foundation in partnership with Griffith University sponsors this scholarship. The Foundation would like to support a student who has overcome adversities in life and is passionate about business and sport. The scholarship will cover the student contribution charges. Applicants must apply and gain entry to one of the following Griffith courses:

- B Business
- B International Business
- B International Tourism and Hotel Management
- B Sport Development
- B Business/B Commerce
- B Business/B International Business
- B Business/B Asian Studies
- B Business/B Government and International Relations
- B International Tourism and Hotel Management/B Business.

Visit the [website](#) for more information. Applications close on 28 January 2018.



### **AgriFutures Horizon Scholarship**

This scholarship is offered to students entering their first year of university in a degree related to agriculture. It offers \$5,000 per year, professional development workshops and annual industry work placements. Applications for the 2018 scholarship program will open in January 2018. Visit the [AgriFutures website](#) for more information.

### **APM College of Business and Communication and Torrens University 2018 Domestic School Leaver Business Scholarship**

APM and Torrens are looking for switched-on and future orientated school leavers who want to make an impact on the business world, and who can confidently represent the Torrens University Australia brand as an Ambassador at events and on social media. This scholarship is an opportunity to maximise your university involvement, with exposure to industry-experienced academic staff, Torrens marketing and event teams, as well as expand your skills for future work placements. Applications close on 24 November 2017. Visit the APM [website](#) for details.

### **Bendigo and Adelaide Bank 2018 Scholarship**

This scholarship, valued at \$5,000 for one year, is available to disadvantaged students, from a rural or regional area, who have been offered a full-time place at an Australian university or college for the first time. Applications open on 1 December 2017 and close on 29 January 2018. More information is available on the [website](#).

### **CQU B Agriculture – QATC Scholarship**

Queensland Agricultural Training Colleges (QATC) is offering one scholarship to support a student gaining entry to CQUniversity's (CQU) B Agriculture. The scholarship includes full board and accommodation on campus at Emerald Agricultural College for the 2018 university academic year. For information about how to apply, visit the [CQU scholarships website](#). Applications for this scholarship are open and will close on 12 January 2018. For more information about the B Agriculture, visit the [QATC course page](#) and the [CQU B Agriculture course page](#).

### **CQUniversity (CQU) Vice-Chancellor's Pathway Scholarships**

CQU's Vice-Chancellor's Pathway Scholarships are designed to support students transitioning from a CQU pathway program (STEPS, TEP, SUN or VET) as they continue their education with a bachelor's degree.

Provided for the duration of your course, this scholarship can assist with general expenses such as tuition and textbooks. There are three scholarships available: one for a transitioning STEPS or TEP student; one for a transitioning SUN student; and one for a transitioning VET student. The award is valued at \$18,000 for up to 4.5 years. The closing date for applications is 28 January 2018. Keep a look out on the [CQU scholarships page](#) for the opening date.

### **Creative Industries Scholarship Live Q&A from JMC Academy**

This [event](#) will give you an opportunity to ask JMC scholarship students questions about how to apply for a scholarship, what their portfolios looked like and what their courses have been like so far. Ask your questions on the [Facebook](#) Live Video on Wednesday 22nd November 2017 at 4.15pm and have them answered LIVE by JMC scholarship students.

### **Kathy Hirschfeld Scholarship for Women in Engineering**

The purpose of the scholarship is to encourage and support a female student undertaking their first year of the B Engineering (Honours) program at the University of Queensland. The award is valued at \$5,000 for one year. Applications open on 30 November 2017 and close on 12 March 2018. See the [website](#) for details.

### **Kathy Hirschfeld Scholarship for Women in Engineering**

The purpose of the scholarship is to encourage and support a female student undertaking their first year of the B Engineering (Honours) program at the University of Queensland. The award is valued at \$5,000 for one year. Applications open on 30 November 2017 and close on 12 March 2018. See the [website](#) for details.

### **Selected scholarships at James Cook University (JCU)**

**Friends of Good Schooling Scholarship in Education** – This scholarship aims to encourage aspiring teachers who are capable and highly committed to the work of education but who may struggle with the high cost of living away from home. Applications for this scholarship close on 24 January 2018. Visit the [website](#) for details.

**JCU Access Fund** – There are three different awards under this fund, two of which are for full-time students in their first year of study experiencing financial hardship. First round applications open on 1 November 2017 and close 28 February 2018. See the [website](#) for more information.

Visit the [JCU Scholarships webpage](#) for other scholarships for commencing JCU students.

### **The Leanne Bond Scholarship for Women in Engineering**

This scholarship is for a female student undertaking her first year of the B Engineering (Honours) program at the University of Queensland (UQ). Applications open on 30 November 2017 and close on 12 March 2018. See the [UQ website](#) for details.

### **WSP Parsons Brinckerhoff Scholarship for Women in Engineering**

The purpose of this scholarship is to encourage and support female students who have been educationally disadvantaged because of their financial circumstances and/or geographic isolation to undertake their first year of the B Engineering (Honours) program at the University of Queensland (UQ). It is valued at \$8,000 for one year. Applications open on 30 November 2017 and close on 12 March 2018. Find out more on the [UQ website](#).



## Gap Year Program News

### **The benefits of taking a gap year**

The following list of benefits is adapted from a myfuture newsletter. The benefits include:

- If you're unsure about your future direction, having the time to be clear on what you want to do can be valuable. This could lead you to being more focused when going back to study later.
- Using the time during a gap year to get some work experience or gain skills can stand you in good stead in your future studies and career.
- Volunteering during a gap year can be very satisfying and not only offers new skills and diverse experiences but also can look good on your resume and add to your employability.
- Many people taking a gap year travel interstate or overseas to volunteer or seek work experience. If this is an option you want to pursue, remember to stay safe. The Australian Government's [Smartraveller advisory service](#) contains valuable advice and information on staying safe overseas.

Taking a gap year is not for everyone. To get the most out of the experience you need to plan your time well. It is one option among many, but offers many benefits.

# Indigenous

## **Indigenous scholarships and bursary for school-leavers interested in natural health**

Endeavour College of Natural Health offers two scholarships for school leavers and gap year students who are interested in studying Naturopathy or Nutritional and Dietetic Medicine degrees at the College. The recipients of this Scholarship will have the full cost of their tuition fees covered. The scholarship application must be submitted online in full by 27 November 2017. Visit the [Endeavour website](#) for details of the scholarship and the application process.

## **Maple-Brown Family Foundation Scholarship for Indigenous Students**

This scholarship has been established to encourage and assist Indigenous Australian students to undertake full-time undergraduate study in the University of NSW Business School. It will normally have a value of \$10,000 per annum payable fortnightly over the academic year for the duration of the undergraduate degree which is typically 3 years. If the scholarship holder chooses to study a combined degree, then the scholarship will cover the duration of the program: up to 5 years. Applications close on 5 January 2018. Visit the [UNSW scholarship website](#) for details.

## **Pearl Duncan Teaching Scholarships for Indigenous students**

The purpose of these scholarships is to assist aspiring teachers of Aboriginal and Torres Strait Islander heritage to complete an approved pre-service teacher education program. The scholarships are valued at up to \$20,000 over four years and include the offer of permanent employment in a Queensland state school. Applications close on 10 December 2017. See the [website](#) for details and to apply.

## **Peggy Hunter Memorial Scholarship Scheme**

The aim of this scheme is to increase the number of Aboriginal and Torres Strait Islander people with professional health qualifications. Applications for the 2018 scholarship are not yet open. However, you can register on the [website](#) to receive updates about the scholarship.



### **National Psychology Week 2017**

This week will be held from 12 – 18 November 2017. It is an initiative of the Australian Psychological Society (APS) to increase public awareness of how psychology can help Australians lead healthier, happier and more meaningful lives. This year the focus will be 'Thriving in the digital age'. During the week, the APS will publish results from a national survey measuring the impact of technology and social media on the wellbeing, self-image and life satisfaction of Australians. Visit the [website](#) for news, activities and tips for a healthy digital life.

# Occupational Information



## 7 amazing engineering careers

The latest Careers with STEM newsletter has a focus on the following [engineering careers](#). The article includes case studies of people who work in each engineering career.

**Geotechnical engineers** – Geotechnical engineers deal with many types of infrastructure (tunnels, bridges, dams, buildings, roads, railways, ports and landfills) that are built on or in the ground. They study soil types and rock structures to design the best solution. To become a geotechnical engineer, you usually complete a degree in engineering (e.g. Civil engineering), or a degree in science with a major in geology or engineering science. The median salary is \$77,209.

**Civil engineers** – Civil engineers design, plan, organise and oversee the construction of civil engineering projects such as dams, bridges, pipelines, gas and water supply schemes, sewerage systems, roads, airports and other structures. To become a civil engineer, you complete an engineering degree with a major in civil engineering. The median salary is \$72,097.

**Petroleum engineers** - The world's energy needs rely heavily on extracting fossil fuels from deep within the Earth. Petroleum engineers work closely with geologists to find oil and gas and design machinery to extract and process them. These engineers require a bachelor's degree in petroleum engineering, mechanical engineering, or chemical engineering. The median salary is \$87,840.

**Aerospace engineers** - These engineers make flying possible by designing and building everything from helicopters to spacecraft. These engineers require a bachelor's degree in engineering with a major in aerospace engineering. The median salary is \$74,842.

**Computer systems engineers** - They don't just design and build laptops and desktops. These engineers can also be found developing the latest supercomputers, navigation devices for cars, and gaming systems. They usually have a degree in engineering with a major in computer systems and software. The median salary is \$67,759.

**Environmental engineers** - When it comes to a cleaner world, these engineers make it happen by focusing on the impact engineering activities have on the natural world. They usually have a degree in engineering or science with a major area of study in environmental engineering. The median salary is \$70,384.

**Biomedical engineers** - Whether it's designing wheelchairs or artificial hearts, biomedical engineers combine medicine with engineering to help people lead healthier lives. They usually have a degree in engineering with a major in medical or biomedical engineering. The median salary is \$62,335.

## Interested in working in the community care and disability sector?

This sector is one of the largest in Australia and is growing. It provides a range of services aimed at improving the quality of life for people with support needs, including those who:

- Are elderly, frail or infirm
- Have physical or intellectual disabilities
- Have mental health issues.

The sector employs people from a broad range of occupations, from project managers to community care assistants. Do the Career Quiz on the [Care Careers website](#) to find jobs within the sector that suit your personality and work goals.

### **Jobs in the Australian Football League (AFL)**

Working in the AFL doesn't just mean being a player or a coach. There are hundreds of roles behind the scenes that impact the game days. These include Advertising Account Executive, Administrative Assistant, Dietitian, Medical Practitioner, Chef, IT Manager/Computer Engineer, Marketing Officer, Statistician, Physiotherapist, Podiatrist, Events Manager/Coordinator and Journalist. Read the article, [Behind the scenes at the AFL](#), on the Good Universities Guide website to learn more about these jobs and how they relate to the AFL.

### **Latest Careers with Code magazine out now**

Quiz yourself to find how you can combine computer science with your passion to generate new ideas for career and study options, browse computer science degrees in Australia and New Zealand and meet the coders combining computer science with fashion, gaming, artificial intelligence, entrepreneurship, sustainability and more in this latest edition of the [Careers with Code magazine](#).

### **What jobs are there in the timber industry?**

The [Growing Careers website](#) provides information about jobs associated with the forestry and wood products industry. Use the 'Find a career' section on the website to learn about over 50 jobs associated with the timber industry. Other features of the website include course information, employer profiles and videos.



## Open Days, Expos & Career Markets



### **Australian College of Applied Psychology (ACAP) Info Session**

[ACAP](#) offers courses (vocational and degree) in Psychology, Counselling, Case Management, Coaching, Social Science, Youth Work and Social Work. It will hold an Info Session from 6 pm on Wednesday 22 November 2017 at its Brisbane campus located at 410 Ann Street, Brisbane. Please [register](#) to attend this session.

### **Day in the Life: Natural Therapies and Nutrition at Torrens University (TU)**

TU is one of Australia's newest universities. It has campuses in Sydney, Melbourne, Adelaide and Brisbane. Its Brisbane campus offers degrees in Business, Design, Health and Project Management. The Day in the Life event will be held 10 am – 1.30 pm on Saturday 18 November 2017 at the TU Brisbane campus located at 90 Bowen Terrace, Fortitude Valley. During the session you will learn about natural therapy and nutrition, meet current students and network with graduates from TU's Natural Therapy and Nutrition programs. For more information and to register, visit the [website](#).

### **Shillington College Info Session**

Shillington College offers accredited courses in Graphic Design. It will hold an [Info Session](#) starting at 6 pm on Friday 24 November 2017 at its Brisbane campus on Level 7, 157 Ann Street. You will meet teachers, chat to graduates and view student work. You will also be walked through a classroom brief and hear graduate success stories. Visit the [Shillington website](#) for more information about the College.

# Overseas Studies

## **Compare US colleges and universities**

When researching US colleges and universities, you can open an account on the [CollegeBoard website](#) to save all your college planning activities. The website has a [Compare Colleges page](#) where you can compare up to three colleges. It can help you organise your research.

## **World University Rankings 2018 for Engineering and Computer Science results**

Looking for the top university in the world to study engineering and/or computer science? The World University Rankings 2018 for engineering and computer science have recently been released. You can access this information [here](#).



# QTAC & Tertiary Entry

## **Tertiary application reminders**

**Have you put important dates in your phone or diary?** Include:

- Scholarship application due dates (see the scholarship page on institution websites)
- QTAC major offer-round dates and other possible offer-round dates (check the [Course Offer Dates](#) on the QTAC website)
- When Year 12 results are mailed and when you can access them on the [Student Connect website](#) (click on 'Years 11 and 12' for 'Key dates for Year 12 students')
- The last date you can change preferences for the major offer rounds on 21 December 2017 and 16 January 2018 (see [Key Dates and Fees](#) on the QTAC website).

**Do you have all QTAC documents and numbers in a safe place?** Include:

- Your *2018 Year 12 Guide*
- A copy of your QTAC preferences
- Your QTAC password
- Your QTAC reference number
- Your LUI and Learning Account password.

If you are going overseas during the Christmas holidays, you should take these items with you.

**Do you have a Tax File Number (TFN)?** You will need this to apply for Commonwealth Government loans (e.g. HECS, FEE-HELP, VET Student Loan) when you enrol at a university, TAFE or accredited private college after you receive an offer of a course place. Visit the [Australian Taxation Office website](#) for information on obtaining a TFN.

**Monitor your emails and SMS** – From 17 November 2017 (your last day at school) till you accept an offer of a course place, you must monitor your emails and SMS as [QTAC will use these to inform you of an offer](#). You then must respond to QTAC by the due date (may be only four days from your offer date). If you don't respond by the due date, your offer will lapse, and you will not be considered for any other offer rounds. If, for some reason, your offer does lapse, contact QTAC ASAP. QTAC may be able to reinstate your offer.

## **University information sessions after you receive your Year 12 results**

Most universities hold information sessions in December for students who have received their Year 12 results and are reviewing their QTAC preferences and/or deciding on their future direction. The following are a selection of these sessions in 2017.

- **Australian Catholic University** – [Know Your Options Information Session](#) from 3.30 – 6 pm on Monday 18 December 2017. Please register to attend.
- **CQUniversity** – [Change of Preference Information Sessions](#) from 9 am – 1 pm on Monday 18 December 2017 at the Brisbane, Bundaberg, Cairns, Gladstone, Mackay, Rockhampton and Townsville campuses. Please register to attend. For those who can't get to a campus session, there will be an [Online Chat Session](#) at the same time.
- **Queensland University of Technology** – [Real Decisions](#) at the Gardens Point campus from 9 am – 1 pm on Tuesday 19 December 2017.
- **University of Queensland** – [OP Results Advice Night](#) from 4 – 7 pm on Monday 18 December 2017 at the St Lucia campus.



# Study Skills

## Ever had a memory block in the middle of an exam?

The following information is adapted from [What causes mind blanks during exams?](#), an article published in The Conversation.

When you are preparing for an exam in a setting that is predictable and relatively low-stakes (e.g. at your desk at home), you can engage in cold cognition (i.e. logical and rational thinking processes). However, when you enter a somewhat unpredictable and high-stakes exam situation, you enter the realm of hot cognition (i.e. non-logical and emotionally driven thinking processes). Hot cognition is usually triggered in response to a perceived threat or highly stressful situation. It can lead to irrational thoughts such as “If I fail this exam, I won’t get into uni. I’ll be a failure for life”. This thinking triggers a physiological stress response in the brain that can lead to working memory being wiped clean and recall mechanisms being disrupted. The authors of the article suggest the following strategies to prevent mind blanks.

- **De-stress before an exam** – Strategies such as relaxation and cognitive-behavioural techniques (e.g. confronting irrational thoughts such as ‘If I fail I will be a failure for life’) have been shown to reduce the stress of exams. See your school Guidance Officer/Counsellor for help with learning these techniques.
- **Preparation** - When preparing for an exam, try not to be in a highly relaxed, soothing environment. Push yourself in ways that will simulate a test situation. For example, after a study session, set yourself some exam questions based on the information you have just revised. Set a time limit for completing the questions. The more you prepare under exam-type conditions, the less likely you are to perceive the ‘real’ exam as a threat.

The following related articles from The Conversation are also worth reading:

- [Revising for exams – why cramming the night before rarely works](#)
- [How to overcome exam anxiety.](#)



## **QTAC FAQs**

**Q Will I get an offer for all the courses I applied for through QTAC?**

**A** No. You will only receive one offer for your highest eligible course. Therefore, it is essential to order your courses according to your preference, putting the course you most want first.

**Q Will I get a letter in the mail from QTAC with my offer on it?**

**A** No. QTAC will notify you by email or SMS if you have an offer. You need to log on to your application on the QTAC website for details of your offer and to respond to your offer. Because there are many offer-round dates (see [Course offer dates](#)), you must monitor your emails regularly.

**Q What do I have to do when I receive an offer?**

**A** You must respond to QTAC by the due date. You usually have four days to respond. If you don't respond by the due date, your offer will lapse, and your application will become inactive. When you respond to your offer, you have two main options:

- Make an outright acceptance, deferment or rejection OR
- Conditionally accept, defer or reject your offer so you can be considered for higher preferences in future offer rounds.

See more information about responding on the [Offers](#) page on the QTAC website.

**Q Is there anything I can do if I don't respond to an offer by the due date?**

**A** Yes. Contact QTAC immediately. QTAC may be able to reinstate your offer.

**Q What happens after I have accepted an offer of a course place?**

**A** You enrol at your institution by the due date. Most institutions will have an 'Enrol here' link on the QTAC website. If there's no enrolment link, your university will contact you directly.

**Q I have applied for courses that start in Semester One and Semester Two 2018 on my QTAC application. Is this OK?**

**A** Yes, if the Semester One courses are listed before the Semester Two courses. However, a better strategy is to put only Semester One courses on your application in the first instance. After the major offer-round for Semester One courses on 16 January 2018, you can put Semester Two courses on your application if you have not received your preferred offer.

**Q What should I do if I don't get an offer?**

**A** First check your application on the QTAC website. You may be ineligible for the courses you applied for. This will be indicated on the Preferences page of your application beside each course preference. Reasons for not receiving an offer may include:

- Quota restrictions (that is, your OP/rank did not meet the cut-off)
- Failure to satisfy minimum entry requirements (prerequisite subjects, audition, etc.)
- Failure to pay QTAC processing charges
- Preferencing your courses incorrectly (e.g. putting semester two courses before semester one courses; not including a 'good' pathways option for your 5<sup>th</sup> and 6<sup>th</sup> preferences)
- Applying after the due date for the offer-round
- Not submitting required documents
- Not responding to an earlier offer.

If you were ineligible for the courses you applied for, you can change your course preferences for consideration in any subsequent offer-round if further offers are made. QTAC usually publishes remaining course vacancies on its website after a major offer-round. You can also contact QTAC by phone, email or Facebook for advice.