General Admission Information for Higher Education Courses at Engineering Institute of Technology (EIT)

1. About the Engineering Institute of Technology

Head Office	1031 Wellington Street West Perth WA 6005 AUSTRALIA		
Campus	**WEST PERTH CAMPUS** 1031 Wellington Street West Perth WA 6005	**BENTLEY CAMPUS** Marquis Street Bentley WA 6102	**MELBOURNE CAMPUS** Level 2, 131 Queen St Melbourne VIC 3000
Open Days	Dates of any open dates are published on our website - https://www.oncampus.eit.edu.au/about-us/open-days-and-info-sessions.html		
Enrolment Dates	Closing dates for admissions are published on our website - http://www.eit.edu.au/schedule		
Contact Details	Students are welcome to contact our Head Office to discuss any questions that they may have regarding our courses. Tel: 1300 138 522 or +61 8 9321 1702 Email: eit@eit.edu.au Web: www.eit.edu.au (including a live chat option)		

2. Admission Criteria

Each higher education course at EIT has varying admission criteria. Please refer to the individual course pages for detailed admission criteria - https://www.eit.edu.au/cms/courses

General admissions information is also available in EIT's "Admissions Policy.HE"

As a general guide, the admission criteria for each type of higher education qualification offered at EIT is as follows and applies to all student groups i.e. Applicants with higher education study; Applicants with vocational education and training (VET) study; Applicants with work and life experience; Applicants with recent secondary education (within the past two years). All relevant criteria will be considered e.g. school results, work experience and other study may be assessed, even where an applicant has prior higher education.

Master Degree:

Master Degree applicants need one of the following:

a) a recognized 3-year bachelor degree* in an engineering qualification in a congruent field of practice.

b) an **EIT** Bachelor of Science (Engineering) degree in a congruent field of practice.

c) a 4-year Bachelor of Engineering qualification (or equivalent), that is recognized under the Washington Accord or Engineers Australia, in a congruent, or a *different* field of practice at the discretion of the Admissions Committee.

d) a 4-year Bachelor of Engineering qualification (or equivalent)* that is not recognized under the Washington Accord, in a congruent field of practice to this program.

AND

An appropriate level of English Language Proficiency equivalent to an English pass level in an Australian Senior Certificate of Education, or an IELTS score of 6.0** (with no individual band less than 6), or equivalent as outlined in the EIT Admissions Policy;

* *With integrated compulsory 12-week professional industry experience, training or project work of which 6 weeks are directly supervised by a professional/eligible professional engineer as determined by EIT.*

** *Applicants may have a maximum of one individual band of 5.5 and be granted entry subject to the provision of English language support by EIT.*

General Admission Information for Higher Education Courses at Engineering Institute of Technology (EIT)

Bachelor Degree:

Entry is available to applicants who hold:

- Year 12: Australian Senior Certificate of Education (or equivalent), completed within the past 2 years, with the following level of achievement in Maths:
  o **WA** – WACE scaled score of 50.0 or more.
  o **ACT** – a scaled mark of 125 or more
  o **NSW** – performance Band 2 or above
  o **QLD** – a level of Sound Achievement (S) or above
  o **SA/NT** – a grade of C- or higher or a Subject achievement score of 10 or more
  o **TAS** – an award of Satisfactory Achievement or above
  o **VIC** – a study score of 25 or above
  Applicants who have completed Yr 12 (or equivalent) more than 2 years ago will also need to show relevant work experience in the field of study applied for; OR
- A relevant (to the sub-discipline) Engineering AQF Diploma, Advanced Diploma, Associate Degree (or higher) with successful completion of all Maths units/modules; OR

- An overseas qualification equivalent to the above item from a structured program of learning that leads to the full or partial achievement of an officially accredited qualification undertaken at a tertiary institution such as a university, government technical college, or government recognized private college (EIT assesses overseas qualifications using Australian Government guidelines to determine their comparability to qualifications); OR

  - International Baccalaureate (IB) Completion with a minimum score of 24 including English and Maths completion; OR
  - Foundation studies or bridging course completion in a relevant discipline with completion of Mathematics and English. e.g. Engineering enabling course; AND

- Satisfactory English language proficiency at an English pass level in an Australian Senior Certificate of Education (or equivalent); OR

- A specified level of achievement in a recognised English language test such as: IELTS at a score of at least 6.0 (with no individual band score less than 5.5); or (or equivalent) as outlined in the EIT Admissions Policy

NOTE: All applications will be assessed on a case-by-case basis.

3. **Additional information**

Aboriginal & Torres Strait Islander people – There are no specific admission options specifically for Aboriginal and Torres Strait Islander applicants. All applications are assessed on their merits.

Domestic applicants with overseas qualifications - Overseas qualifications are accepted and will be assessed for equivalence to the required Australian qualification. EIT uses Country Education Profiles (CEP) to assist with this equivalence assessment. Each course application is assessed on a case-by-case basis.

English language proficiency – All higher education courses require applicants to have a satisfactory English language proficiency at an English pass level in an Australian Senior Certificate of Education or equivalent; OR a specified level of achievement in a recognized English language test such as IELTS (or equivalent).

For Masters Degrees an overall IELTS score of at least 6.0 (with no individual band score less than 6.0), or equivalent, is required.

For Bachelor Degrees and overall IELTS score of at least 6.0 (with no individual band score less than 5.5), or equivalent, is required.

General Admission Information for Higher Education Courses at Engineering Institute of Technology (EIT)

How to apply

Prospective students are invited to apply directly to EIT by submitting an enquiry:

- Via the enquiry form on individual course pages at http://www.eit.edu.au
- Via the general enquiry form at http://www.eit.edu.au/course-enquiry
- Email – eit@eit.edu.au
- Telephone – 1300 138 522 or +61 8 9321 1702

The Application Process

All applicants are required to complete the course application form including, but not limited to, the supply of the following:

- Certified photo ID e.g. passport
- Certified transcripts relating to any previous education
- Details of relevant work experience and employment including a resume/CV
- Evidence of English Proficiency (if required)

Where requested documents must be certified.

Admission Officers will assess all applications within 7 – 10 working days of receiving a complete application and identify applicants who meet the course entry requirements, including minimum academic requirements, English language proficiency requirements, and for CRICOS Students, the Genuine Student (GS) and Genuine Temporary Entrant (GTE) requirements.

Course entry requirements and selection methodology will be applied consistently to all applicants for a course.

The applicant's entire application will be considered. The Admissions Officer may give greater weight to the applicant's most recent and/or relevant previous qualification, study, or experience.

Course entry requirements will be used to select applicants for the course wherever it is taught.

In order to be considered for a place, applicants must submit their application on time, in the correct manner, and complete with all required documentation. EIT reserves the right to request additional information from an applicant relevant to their application. Failure to supply the information requested may adversely affect the success of the application. EIT reserves the right to request an applicant to authorise EIT to obtain further information about the applicant from relevant external bodies. Failure to supply such authority may adversely affect the success of the application.

If Admissions Officers are unsure about whether an applicant is suitable for admission, they can refer an application to the EIT Admissions Committee which is comprised of personnel with appropriate qualifications to assess entry into the relevant course. The committee must take into account the entry requirements for the course when assessing applications. The committee may request additional information and will:

- ensure the application is assessed against the evidence provided
- check the equivalence of international qualifications, where relevant
- make a recommendation on whether the applicant should be admitted to the course.

Notification of Decision Process

Letters of offer, deferments or letters to unsuccessful applicants will be issued by Admissions Officers.

Admission and other contractual arrangements with students, or where legally required, with their parent or guardian, are in writing and include any particular conditions of enrolment and participation for undertaking particular courses of study that may not apply to other courses more generally, such as health requirements, requirements for security checks, particular language requirements and particular requirements of work placements.

General Admission Information for Higher Education Courses at Engineering Institute of Technology (EIT)

If an applicant has met the requirements and been accepted into a course, the applicant will receive a Letter of Offer.

Students will be notified of the decision for admission within 7 days of the decision being made.

The notification will include:

- admission outcomes (acceptance or refusal)
- reasons for refusal, if relevant
- further documentation or information required for successful applicants informing students of their rights and obligations, including:

  o A Letter of Offer, if relevant, which includes:

  - course details (start date, duration, location etc.)
  - details outlining the fees a student must pay, due dates, and payment options
  - instructions to the student for accepting the offer
  - all charges associated with their proposed studies as known at the time and advice on the potential for changes in charges during their studies
  - policies, arrangements and potential eligibility for credit for prior learning
  - policies on changes to or withdrawal from offers, acceptance and enrolment, tuition protection and refunds of charges
- options available for unsuccessful applicants such as alternative pathways and/or courses.

4. Enrolment

Acceptance of offer

To accept an offer, applicants must complete and sign the *'Acceptance of Offer'* form, and return it together with payment for the fees due in advance (if required). Applicants should accept an offer as soon as possible after receiving the Letter of Offer to ensure that a place is available, but no later than the response deadline which is indicated in the Letter of Offer.

Credit and Recognition of Prior Learning

The Engineering Institute of Technology (EIT) offers recognition of prior learning/credit for accredited qualifications.

What is recognition of prior learning?
Recognition of prior learning (RPL) is an assessment process that involves assessment of an individual's relevant prior learning (including formal, informal and non-formal learning) to determine the credit outcomes of an individual application for credit.

Starting the process
The *'Application for Admission'* form includes a question where students can indicate that they intend to apply for credit. Once an applicant has been accepted into a course they will be sent the detailed *'Application for Credit/Recognition of Prior Learning Form'* to commence the process.

For more information on EIT's Higher Education RPL processes please refer to EIT's "Credit and Recognition of Prior Learning Policy.HE"

Deferment

Deferment of an offer prior to commencing a course, or deferment of study once a student has commenced study, may be permitted for up to four teaching periods (i.e. four terms/2 semesters) for

General Admission Information for Higher Education Courses at Engineering Institute of Technology (EIT)

online courses, and up to two teaching periods (2 semesters) for on-campus courses. Applicants who wish to apply for a longer deferment must withdraw and reapply for admission in the same manner as the original application for admission, should they wish to commence or continue study at a later date.

Fees and Charges
Tuition fees and other charges:
- are set each year by the Dean and will apply at the time that a letter of offer is issued
- are subject to annual review
- may be varied to accommodate the financial resources of the student and the student's country of origin
- are calculated based on the credit point value of that unit for tuition fees
- must meet legislative requirements regarding incidental fees and charges.

EIT has an established scale of tuition fees as follows:
- All essential learning resources (documents, software, kits, etc) required to complete the unit/course, excluding text books, are provided by EIT as a part of the standard tuition fee.
- Some text books may need to be purchased by the student in addition to the unit/course fee, but EIT will endeavour to keep this cost to a minimum.
- Where completion of a unit requires the student to pass an examination, the standard fee will include one attempt at the examination. If further attempts at the examination are required an additional fee may be levied to cover the cost of delivering the examination.

Fees for future periods of study are indicative only and are subject to change.

For more information on fees and charges please refer to:
- https://www.eit.edu.au/cms/about-eit/program-fees/higher-education-course-fees
- https://www.eit.edu.au/policies/Higher_Education_Fees_Policy.HE.pdf
- https://www.eit.edu.au/policies/Refund_Policy_Domestic_Students.HE.pdf
- https://www.eit.edu.au/policies/Refund_Policy_International_Students.HE.pdf

5. Student and campus services
Please refer to:
- https://www.oncampus.eit.edu.au/about-us/student-support.html
- https://www.oncampus.eit.edu.au/about-us/campus-services.html

6. Financial Assistance
- Youth and student allowances - https://www.humanservices.gov.au/individuals/centrelink
- Loans
    - https://www.eit.edu.au/cms/online-courses/fee-help
    - https://www.studyassist.gov.au/
- Scholarships - http://www.oncampus.eit.edu.au/scholarships

7. Student profile
The table below gives an indication of the likely peer cohort for new students at the institution. It provides data on all students who commenced undergraduate study in the most relevant recent intake period, including those admitted through all offer rounds, across all Australian campuses, and international students studying in Australia.

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Applicant background	Semester One 2019 (on-campus and online)	
	Number of students	**Percentage of all students**
(A) Higher education study (includes a bridging or enabling course)	0	0%
(B) Vocational education and training (VET) study	NP	NP
(C) Work and life experience (Admitted on the basis of previous achievement not in the other three categories)	<5	NP
(D) Recent secondary education: • Admitted solely on the basis of ATAR (regardless of whether this includes the consideration of adjustment factors such as equity or subject bonus points)	N/A	N/A
• Admitted where both ATAR and additional criteria were considered (e.g. portfolio, audition, extra test, early offer conditional on minimum ATAR)	N/A	N/A
• Admitted on the basis of other criteria only and ATAR was **_not_** a factor (e.g. special consideration, audition alone, schools recommendation scheme with no minimum ATAR requirement)	0	0%
International (on-campus and online) students	62	75.6%
All students	**_82_**	**_100.0%_**

Notes: "<5" – the number of students is less than 5.
N/A – Students not accepted in this category
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

- TEQSA national register: https://www.teqsa.gov.au/national-register/provider/engineering-institute-technology-pty-ltd
- CRICOS: http://cricos.education.gov.au/Institution/InstitutionDetails.aspx?ProviderCode=03567C
- Information on EIT's appeals and grievance processes:
  - "Student Complaints, Grievances and Appeals Policy.HE"
  - "Student Complaints, Grievances and Appeals Procedure.HE"