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

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.”

Gail White
Academic Registrar
What do I do now?

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

Two
Obtain your username and password

Three
Attend your Program Information and Enrolment Session (PIES)

Four
Attend Orientation

Five
Read the ‘Other Important Information’ in this brochure

One
Accept, defer or decline your offer

Please read your UAC offer 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 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 computers 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’s website to assist you in making the correct choices during the acceptance process where you are offered a choice.

Accept online.
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 my Hub 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

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 2014/15. All deferments are contingent upon the program being offered the following year. Confirmation of your deferral will be sent by mail in April 2014. 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 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

What do I do if I am not sure my acceptance or deferral worked?
If you experience difficulties with the operations of the website, please email admissions@newcastle.edu.au

TWO OBTAIN YOUR USERNAME AND PASSWORD
You should revisit http://myhub.newcastle.edu.au 6 hours after accepting and login in again using your UAC number and date of birth to obtain your new University of Newcastle username and password. You will then use this username and password for logging into the student portal (myUoN) and other online university systems.

If you already have a student number and password you will still need to wait those 6 hours 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 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!
THREE ATTEND YOUR PROGRAM INFORMATION AND ENROLMENT SESSION (PIES)

Enrolment sessions will be run in February for all students to find out about 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)

Bring Your Own Device
You should consider bringing your own laptop or iPad to use throughout the day. The University provides wifi access that you can use on campus as soon as you have completed step 2 (username and password).

FOUR ATTEND ORIENTATION WEEK

Orientation sessions for commencing students are held across Newcastle, Central Coast and Port Macquarie campuses during Orientation Week. The website [http://newcastle.edu.au/current-students/support/new-students/orientation](http://newcastle.edu.au/current-students/support/new-students/orientation) has all the details of the dates, times and locations of the exciting activities that are scheduled for you. We recommend these activities as a great way to meet your fellow students.
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
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 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

Degree Specialisations and Streams

There are a number of specialisations within the combined Engineering degree (UAC code 480265) and the combined Law degree (Honours) (UAC codes 480640 and 490640). The University needs to know your preferred option at the time of your acceptance. You will be given a list of options to choose from.

Credit

If you have previously studied at 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 6539 or 02 4921 6404 or by email at scholarships@newcastle.edu.au
Fees and HECS
Information on Commonwealth Support and HECS-HELP options can be found at 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

Off Campus
For information about off-campus accommodation please call 02 4924 1443 or 02 4924 1444 or email offcampusaccommodation@newcastle.edu.au

For more detailed information about accommodation services go to our website at www.newcastle.edu.au/service/accommodation/index.html or for temporary accommodation information please go to 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

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

In person
Visit one of our Student Hubs:

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

Ourimbah campus
Student Hub
The University of Newcastle,
Chittaway Road, Ourimbah

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

Port Macquarie
A Block
Widderson St
Port Macquarie

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