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If you work in fast food, do you know your rights?

The myfuture e-newsletter provided the following three important tips for young people who work full-time or part-time in the fast food industry.

- Talk to your employer to find out your job description, minimum wage and mode of employment (full-time, part-time, casual).
- Visit the Fair Work website at http://www.fairwork.gov.au/Pages/default.aspx to learn more about your work rights and responsibilities.
- Make sure your pay is correct – use the Fair Work website to check this.

Jobs for school leavers through group training organisations

The following group training organisations provide training information and current apprenticeship and traineeship vacancies for a range of industries in Queensland.

- MRAEL http://www.mrael.com.au
For information about other group training organisations that operate in Queensland, visit the Group Training Australia website at http://www.grouptraining.com.au/.

Jazz Institute
Defence Aviation Technical Careers Day at the Army Aviation Training Centre, Oakey (females only)

This work experience opportunity is for young women 16 years and above considering a career in Defence aviation technical careers. It will occur on 19 November 2014. The closing date for applications is 13 November 2014. For more information and to download an information pack, visit the Defence Work Experience Program website at http://www.defence.gov.au/workexperience/default.htm (click on ‘Current work experience placements’).

Find degrees and jobs available through ADFA

Explore the range of degrees and career pathways available at the Australian Defence Force Academy (ADFA) with the Degree and Job Match Tool at http://www.defencejobs.gov.au/education/adfa/studiesTraining/DegreePlusJob.aspx. Also, the ADFA Degree/Job Chart can be downloaded from this site.

Jazz Institute
Adult Tertiary Preparation Information Sessions at TAFE Queensland Brisbane

One option for upgrading to university study is the Certificate IV in Adult Tertiary Preparation. This course can be undertaken at a number of institutions/colleges, including TAFE Queensland Brisbane. Information sessions will be held from 6 – 7.30 pm on 19 November 2014 at the following TAFE Queensland Brisbane campuses:

- Caboolture campus
- South Bank campus
- Loganlea campus.

For more information and to register your attendance, go to http://tafebrisbane.edu.au/about-us/events/#atp.

Aircraft maintenance engineering training at ATAE

ATAE, located at Archerfield Airport, is a private training organisation that provides the following accredited courses for aircraft maintenance engineers:

- Certificate IV in Aeroskills (Avionics)
- Certificate IV in Aeroskills (Mechanical)
- Certificate IV in Aeroskills (Structures).

For more information about these courses and where they can lead, see http://www.atae.com.au/. You can contact ATAE to attend an information session.

Australian College of Applied Psychology (ACAP) Information Session

ACAP provides accredited diploma and degree courses in counselling, psychology, case management, coaching and social science. ACAP’s Brisbane campus will hold an information session at 6 pm on 19 November 2014. Visit http://www.acap.edu.au/ to register your attendance.

Australian Institute of Applied Sciences (AIAS) Health and Beauty Careers Open Day
This event will be held from 10 am – 1 pm on Saturday 22 November 2014 at the AIAS Brisbane campus. It may be of interest to students considering future study in the fields of natural medicine, beauty, massage, hairdressing, and health and fitness. For more information and to RSVP, visit http://www.aias.edu.au/about/upcoming-events/brisbane-open-day.

**Aviation Australia Careers Days**

Aviation Australia offers training for those wishing to be Aircraft Maintenance Engineers or Flight Attendants. If you are interested in these careers, you can find out more at the following events:

- 22 November 2014 – Careers Day for Flight Attendants
- 13 December 2014 – Careers Day for Aircraft Maintenance Engineers and Flight Attendants.


**Basair Aviation College Career Information Seminar**

Basair Aviation specialises in training students to become commercial pilots. It will hold an information seminar from 7 – 8.30 pm on Thursday 6 November 2014 at its Archerfield campus. For more information and to register to attend the seminar, visit [http://www.basair.com.au/](http://www.basair.com.au/).

**Bridging courses at the Queensland University of Technology (QUT)**

One way to meet assumed knowledge requirements is to successfully complete an approved bridging course in the required subject/s. QUT offers bridging courses in Chemistry, Physics and Maths B. Maths B can be undertaken during the Summer Semester starting on 17 November 2014 or during Semester one in 2015. Chemistry is offered in Semester one 2015 and Physics is offered online. Find out more at [https://www.qut.edu.au/study/short-courses-and-professional-development/science-and-mathematics](https://www.qut.edu.au/study/short-courses-and-professional-development/science-and-mathematics). Other universities may accept QUT bridging courses for meeting subject prerequisites for their courses. You need to check with the relevant institution.

**Christian Heritage College (CHC) LAUNCH program**

The LAUNCH program provides secondary students with an opportunity to study up to two CHC subjects in Years 11 and 12. Successful completion of a CHC subject may provide automatic admission to a degree course at CHC on completion of Year 12. Applications for this program close on 6 February 2015. Find out more at [http://chc.edu.au/index.php/future-students/launch-program/](http://chc.edu.au/index.php/future-students/launch-program/).
Cre8 Brisbane 2014

This event is TAFE Queensland Brisbane’s creative industries showcase. It will be held from 6 – 9.30 pm on Thursday 6 November 2014 at the South Bank Campus. The event will include interactive experiences and exhibitions. It provides an opportunity to find out about the creative industry courses available at TAFE Queensland Brisbane. Visit http://tafebrisbane.edu.au/about-us/events/#.VFLRnzSUdbc for details.

Future Students’ Newsletter at the Australian Catholic University (ACU)

The latest ACU Future Students’ Newsletter can be accessed at http://www.acu.edu.au/study_at_acu/future_students/your_acu/news. It contains information about events, important dates and helpful articles. The articles in this edition are ‘Discover your dream career’ and ‘What is a transfer?’

Jazz Music Institute (JMI) Summer Jazz Clinics

These four-day clinics will run from 19 – 22 January 2015 for all ages and abilities. For more information and to register, visit http://www.jazz.qld.edu.au/jazz-clinics/.

NIDA summer courses Queensland


Selected November and December 2014 events and due dates

November

5 - Experience Griffith (Year 10 and 11) at Gold Coast Campus http://www.griffith.edu.au/guidance-officers-teachers/events/experience-days


7-9 – Think Education’s Festival of Change in Brisbane http://www.think.edu.au/festival-of-change/brisbane

11 - RSL Youth Development Program applications close http://RSLyouth.com.au

21 - Last day for Year 12 students [http://education.qld.gov.au/](http://education.qld.gov.au/)


28 - Last day for Year 10 and 11 students [http://education.qld.gov.au/](http://education.qld.gov.au/)

December


10 - QTAC due date to apply for 15 January 2015 major offer round [http://www.qtac.edu.au](http://www.qtac.edu.au)

11 - QTAC major offer round for some creative and performing arts courses [http://www.qtac.edu.au](http://www.qtac.edu.au)

15 - QTAC due date to submit documentation for 15 January major offer round [http://www.qtac.edu.au](http://www.qtac.edu.au)

19 - Year 12 results mailed by the Queensland Curriculum and Assessment Authority (QCAA) [http://www.qcaa.qld.edu.au/](http://www.qcaa.qld.edu.au/)


20 - Year 12 results and OPs available in Learning Accounts from 9 am on the QCAA’s Student Connect Website [http://www.studentconnect.qsa.qld.edu.au](http://www.studentconnect.qsa.qld.edu.au)


22 - CQU University Information Session at the Brisbane, Bundaberg, Gladstone, Mackay, Noosa and Rockhampton campuses and online [http://www.cqu.edu.au/calendar](http://www.cqu.edu.au/calendar/)


30 – QTAC releases Ranks for Year 12 students who are not eligible for an OP [http://www.qtac.edu.au](http://www.qtac.edu.au)
**Shillington College**


**Short courses in visual and creative arts**

Griffith University’s Queensland College of Art (at Southbank) will offer the following short courses during January and February 2015:

- Digital design for print
- Introduction to InDesign
- Introduction to Adobe Photoshop
- Basic Techniques in Photography.


**University of Queensland’s (UQ) Community Access Program (CAP)**

The Faculty of Humanities and Social Sciences at UQ, through CAP, 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 a possible upgrade option. Visit [http://www.hass.uq.edu.au/community-access-program](http://www.hass.uq.edu.au/community-access-program) for more information.

**Youth online**

The Queensland Government has developed this web page for young people. It provides links to a range of information and services, covering topics such as education, life skills, work and career, health, family support, sport and recreation programs. The site includes a section on helpful apps for young people and a Youth Social Wall. The web page is located at [http://www.qld.gov.au/youth/](http://www.qld.gov.au/youth/).
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 (CSP/HECS). Applicants must apply and gain entry to Griffith’s B Business (Sports Management) programs as well as apply for the Education Access Scheme (EAS) through QTAC. Visit http://www.griffith.edu.au/scholarships/categories/sports-scholarships/adam-scott-foundation-scholarship for more information and to access the application form. Applications close on 19 December 2014.

Australian Catholic University (ACU) scholarship applications now open

Browse the ACU scholarships at http://www.acu.edu.au/study_at_acu/courses/scholarships_and_financial_support/Scholarships_and_Bursaries_Browser. The application due date for most of the scholarships is early 2015.

Queensland School of Film and Television (QSFT) 2015 Scholarships

QSFT is offering the following scholarships for courses commencing in Semester one, 2015:

- One 12 months scholarship for the Certificate III in Media High School Program (applications due on 15 December 2014)
- One 18 months scholarship for the Diploma of Screen and Media (applications due on 16 January 2015).

Interested students can obtain application forms by emailing QSFT from its website at http://www.qsft.qld.edu.au/.

Rural Industries Research and Development Corporation Horizon Scholarship

The Horizon Scholarship is offered to students entering their first year of university in a degree relating to agriculture. It offers $5000 per year, mentoring partnerships, professional development workshops and more. Applications for the 2015 scholarship
program are now open and will close on 30 January 2015. Go to http://www.rirdc.gov.au/research-programs/rural-people-issues/horizon-scholarship

**Selected scholarship application due dates for November and December 2014**

**November**


14 - Queensland University of Technology Corporate Partners in Excellence Scholarship https://www.qut.edu.au/business/courses-and-study/scholarships

21 - University of Queensland School of Economics Undergraduate Scholarships http://www.uq.edu.au/economics/scholarships-prizes-bursaries

21 - Vice-Chancellor’s Scholarships (Academic and Elite Athlete) at the Queensland University of Technology https://www.qut.edu.au/study/undergraduate-study/undergraduate-scholarships


**December**


8 - Pearl Duncan Teaching Scholarships for Indigenous students http://education.qld.gov.au/hr/recruitment/teaching/indigenous/index.html


12 - Griffith University's Deans' Sir Samuel Griffith and Sir Samuel Griffith scholarships http://www.griffith.edu.au/scholarships

31 – JCU Pro-Vice-Chancellor’s Scholarship in Arts, Education and Social Sciences http://www.jcu.edu.au/scholarships/search/JCU_139731.html
Jazz Institute
Gap year program updates


The benefits of taking a gap year

The following article is adapted from the October 2014 myfuture news. You can access this newsletter at [http://www.myfuture.edu.au/tools-and-resources/resources-for-career-practitioners/myfuture-news](http://www.myfuture.edu.au/tools-and-resources/resources-for-career-practitioners/myfuture-news).

With Year 12 students facing final exams all around the country, much thinking is going into planning the next stage in life. Taking some time out between school and formal education or work – taking a ‘gap year’ as it’s sometimes known – is becoming increasingly common, with more school leavers opting to defer their place in tertiary education or training. If you’re considering a gap year, here are some reasons why it could be a good idea for you.

- 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 on.
• 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 in order 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 at http://www.smartraveller.gov.au/ contains valuable advice and information on staying safe overseas.

Taking a gap year is not for everyone, and in order 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. For further information and links to selected programs, click on ‘I’m keen to take a gap year’ on the myfuture website at http://www.myfuture.edu.au/getting-started/discover-what-career-paths-areavailable.

Jazz Institute
Interested in working in the community care and disability sector?

This sector is one of the largest industries in Australia. 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 at http://www.carecareers.com.au/ to find jobs within the sector that suit your aspirations and personality.

What jobs are there in the timber industry?

The Growing Careers website at http://www.growingcareers.com.au/home provides information about a large range of jobs associated with the forest and wood products industry. Use the ‘Find a career’ section on the website to learn about over 50 jobs associated with timber industry.
QTAC offer FAQs

Will I get a letter in the mail from QTAC with my offer on it? - No. You can view your offer and download a QTAC offer letter from your application via the Current Applicant Login on the QTAC website. QTAC will send you an email notifying you of an offer. Make sure your personal email address (not your school email address) is on your QTAC application. You also need to be aware of the offer round dates (see p. 4 of the QTAC Guide or ‘Key Dates’ on the QTAC website at http://www.qtac.edu.au) and keep an eye on your emails and your application at these times. Another good idea is to keep connected with QTAC through social media.

What do I have to do when I receive an offer? - You must first respond to QTAC on your application via the Current Applicant Login and then, if you are firmly accepting the offer, complete the enrolment requirements of the institution that has given you the offer. Resources to explain how to respond include:

- ‘Respond to an offer’ on p. 58 in the QTAC Guide
- ‘Responding to your offer’ movie on the Online Services page of the QTAC website

What should I do if I don't get an offer? - If you are not offered a place into one of your course preferences in the major offer round, contact QTAC (by phone or email) to find out why you did not get an offer. 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 (e.g. prerequisites, audition)
- Failure to pay QTAC processing charges
- Preferencing your courses incorrectly (e.g. putting semester two courses before semester one courses; not including a ‘good’ foot-in-the-door option)
- Applying after the due date for the offer round
- Not responding to an earlier offer.

If you were ineligible for the courses you applied for, you can change your preferences for consideration in any subsequent offer rounds if further offers are made. QTAC usually publishes remaining course vacancies on its website after an offer round.

School versus uni

- Queensland University of Technology – Considering uni? The basics [https://www.qut.edu.au/study/undergraduate-study/considering-uni-the-basics](https://www.qut.edu.au/study/undergraduate-study/considering-uni-the-basics)
- University of Southern Queensland – Life as a university student [http://www.usq.edu.au/study/high-school-students/life](http://www.usq.edu.au/study/high-school-students/life)

The following are general tips for a successful transition from school to university.

- Familiarise yourself with the campus before the semester starts.
- Attend Orientation week events. This is where you find out about the student support services available at your university.
- Identify any study skills you need to polish up on and book into a workshop.
- Register with your university’s disability services if relevant.
- See the university’s financial or counselling services if you are worried about money or you have other concerns.
- Find students in the same course and attend student run activities.
- Visit the library (virtual and physical) and attend workshops on how to use the library effectively.
- Attend all tutorials.
- Don’t be afraid to ask for help.

Other tips for first year university students can be found at [www.abc.net.au/local/stories/2012/01/25/3415649.htm](http://www.abc.net.au/local/stories/2012/01/25/3415649.htm).

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

Many 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 examples of these sessions in 2014.

**Australian Catholic University**

CQUniversity

Information sessions at all campuses from 9 am – 4 pm on 22 December 2014

Griffith University


Queensland University of Technology

Real Decisions at the Gardens Point campus from 9 am – 1 pm on Tuesday 23 December 2014

Real Decisions at the Caboolture campus from 3 – 6 pm on Tuesday 23 December 2014
https://www.qut.edu.au/study/events.

University of Queensland (UQ)

OP Results Advice Night from 4 – 7 pm on 22 December 2014
http://youruq.com/opresults

University of the Sunshine Coast (USC) Options Q&A Evening


Upgrade pathways

‘Upgrading’ means doing something that will give you a better tertiary entrance score to help you gain entry into your preferred course, usually in the following year. Some of these pathways can be built into your current list of QTAC preferences (e.g. the ‘foot-in-the-door’ courses).

QTAC has a very useful information sheet on upgrading pathways at http://www.qtac.edu.au/InfoSheets/UpgradingPathways.html. When choosing an upgrade pathway you need to consider the following:

- Does the university to which I wish to gain entry accept this pathway?
- Will this pathway give me a good enough score to get into the course I want?
- Will this pathway give me credit into the course in which I wish to gain entry?
- Does this pathway match my learning style (i.e. will I be successful in it)?
- How much does this pathway cost?
- How long will this pathway take me to upgrade sufficiently to gain entry to the course I want?
- Will this pathway give me the prerequisite subjects I need to gain entry to the course I want if I don’t already have them?

Visit pages 27 and 28 of the QTAC Guide for a list of preparatory, bridging and pathway programs.

**Worried about getting lost on your university campus next year?**

Worry no more. All you have to do is download the ‘Lost on campus’ app from the Apple App Store at [http://lostoncampus.com.au/](http://lostoncampus.com.au/). This free application for Apple’s iPhones or iPads has maps and information on a range of universities and campuses around Australia.

![JMI](image)

Jazz Institute
Online study/learning resources from the universities

All universities provide study skill assistance to their students. This assistance can be in the form of workshops or online resources. The following are a selection of university online study resources:

- AIRport (Academic Interactive Resources Portal) is an e-learning resource for preparing for university study developed by the University of Melbourne. It can be accessed at [https://airport.unimelb.edu.au/](https://airport.unimelb.edu.au/).
- Study Smarter online resources can be found on the James Cook University’s current student website at [http://www.jcu.edu.au/student/JCU_128494.html](http://www.jcu.edu.au/student/JCU_128494.html).
- Griffith University’s Study Smart website at [http://app.griffith.edu.au/study-smart/](http://app.griffith.edu.au/study-smart/) provides study skill strategies to help you succeed at university.
- QUT’s Study Smart tutorial at [http://studysmart.library.qut.edu.au/](http://studysmart.library.qut.edu.au/).
Youth Enrichment Activities

Chrysalis 2015

Applications for the 2015 Chrysalis International Young Leaders Conference are now open to international and Australian students. The theme of Chrysalis 2015 is ‘Leadership as Conflict Resolution’ and will focus on three main questions:

- Is conflict a normal part of all human interactions? Can conflict be beneficial?
- Is developing a greater intercultural awareness key to resolving conflict in today’s world?
- Is effective leadership crucial to successful conflict resolution?


Jazz Institute
'The above information has been gathered from a range of sources including publicly available websites, institutional and organisational newsletters, student and career advisers and guidance officers. Every effort has been made to ensure the information provided is accurate and up-to-date at the time of publication.'

'The Career Information Bulletin can only be distributed and used by members of the school community of the school that has purchased membership to Options Career Information. Options Career Information does not give permission for any member to pass on its resources to any other organisation.'