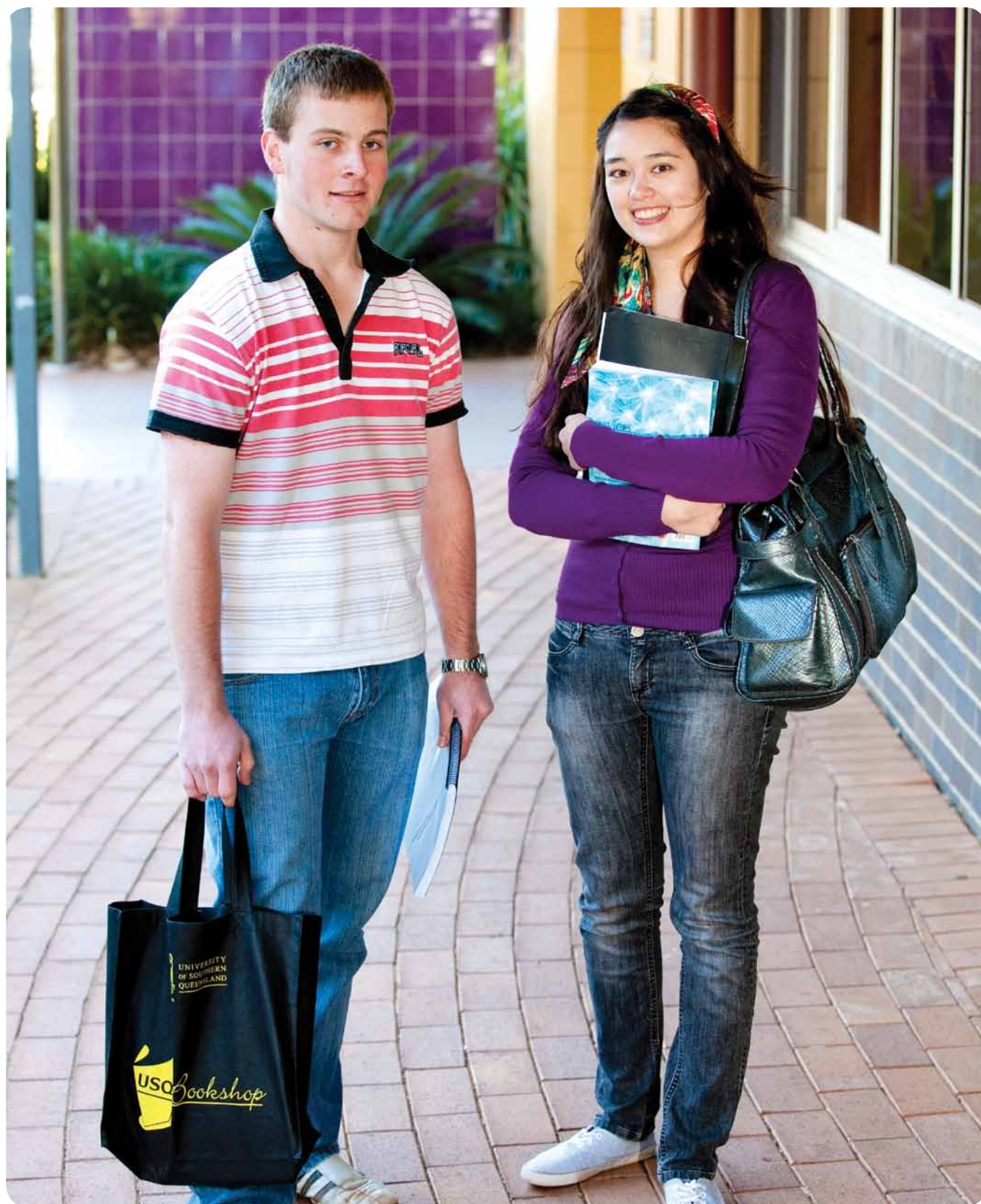


# Head Start Program 2012



## What is Head Start?

If you are a high achieving Year 11 or 12 student, and believe you have the capability, maturity and motivation to undertake university study while still finishing high school, then maybe Head Start is for you. As a Head Start student, you can study one university subject during a semester while you are in Year 11 and/or 12, giving you the opportunity to start your university studies early.

With a range of study options available, the Head Start program allows you to study alongside our undergraduate students on-campus at Toowoomba, Springfield, Fraser Coast or via distance education from anywhere.

## Why Study a Head Start Course?

1. Guaranteed entry into a related USQ program will be awarded to those students who successfully complete a Head Start course and meet the program pre-requisites (eg completion of Year 12 and four Sound Achievements in English). Students must check the USQ Handbook ([www.usq.edu.au/handbook](http://www.usq.edu.au/handbook)) to determine program pre-requisites. Students still need to apply via QTAC and put a related USQ program as their first preference. *(See Policy 9)*
2. Offers a fee exemption – your first Head Start course is free making it a great way to begin your tertiary studies. You are able to study subsequent Head Start courses at a greatly reduced price compared to the price paid by our undergraduate students.
3. QCE points – for each Head Start course you pass, you will be awarded 2 points to put towards your Queensland Certificate of Education (QCE) up to the maximum allowed by the Queensland Studies Authority (QSA). *(See Policy 12)*
4. Academic credit – once you have commenced your university degree, you will be able to gain credit for the Head Start course you have already completed. *(See Policy 8)*
5. University experience – if you are not sure whether uni is for you, or what to study, Head Start is a great opportunity for you to sample USQ.

## How Much Will It Cost?

You will not be charged any tuition fees for your first Head Start course. You will need to meet the costs that may be associated with the course of your choice. Such costs will typically be for items such as textbooks, and depending on the course you choose, some specialised equipment like lab coats and field trips.

You are able to study additional Head Start courses for a reduced fee of \$395 each.

## Entry Requirements

To participate in the Head Start program, you **must have a B average** on your most recently issued report card. A copy of your report card will need to be submitted with your application. Don't forget that your application needs to be signed by your school principal, parent or caregiver, and of course yourself. If you want to do a second Head Start course in a following semester, a new application form needs to be completed with a current report card and submitted by the application close date.

## What is On-Campus Study Like?

Studying on-campus at one of our three campuses (Toowoomba, Springfield or Fraser Coast) has some similarities to studying at school – just with more flexibility and the opportunity to learn with students from a range of backgrounds and age groups.

## Benefits of Being On-Campus

- You will be able to have direct, face-to-face contact with your lecturers and tutors.
- You will easily be able to access any of the equipment or facilities you may require.
- You can build a great social network of people with similar interests to you.
- You can immerse yourself in a learning environment, which may help you achieve your goals.

## How Does It Work?

- Lectures are often held for all students who are studying on-campus like you, meaning these sessions can often get quite large. Lectures cover the key concepts of the course for that week in preparation for your tutorials or private study.
- Tutorials are similar to the classes you may be used to at school. Tutorials are often run in a smaller room with a group of students where interactive activities and discussions are held. It is during tutorials that you will be able to ask questions and seek clarification on any issues.
- Practicals and Laboratories typically involve hands-on, interactive activities that will help you understand the practical applications of what you are learning, particularly if you study Nursing, Sciences or Engineering.
- Workshops are typically a mix between lectures and tutorials where your lecturer will go through key concepts with time for group discussion or activities to follow.

## What is Distance Education Like?

We believe distance education means more than simply studying from home. Wherever you log in from, you're immediately surrounded and supported by our wider USQ community, so you will feel anything but distant.

### Benefits of Distance Education

- You can study from your own home, school or anywhere else.
- You can study whenever it suits you.
- You still get to study the same courses with the same lecturers as on-campus students.

### How Does It Work?

As a distance education student, you will still be given the same support as an on-campus student however, you won't have to attend lectures or miss out on school. You will still be able access everything that on-campus students can - including your lecturer via email or phone whenever you need to.

### Will I Feel Distant?

Being a leading distance education university, we thrive on providing you with a high level of individual support and assistance. Contacting your lecturer, or other support staff, is as easy as picking up the phone or sending an email. You will also receive regular contact from the Head Start team guiding you through the semester.

### Can I Access the Library?

Of course. Our Toowoomba library offers a special postal service to you if you live outside the Toowoomba Area. Our librarians can help you locate reference materials for your assignments and offer advice on how to access and reference our many thousands of journals and materials online.

You will also be able to borrow items from the library at our Springfield campus, all you need is your student card or some form of photo identification. The use of our Springfield or Toowoomba computer labs can also be arranged by contacting our ICT Service Desk either in person, by phoning 07 4631 1900 or email [ictservicedesk@usq.edu.au](mailto:ictservicedesk@usq.edu.au) at least 24 hours in advance.

If located in the Fraser Coast region, you will have access to university textbooks and resources through the Fraser Coast Regional library, a USQ and Fraser Coast Regional Council joint-use facility.



## Semester 1, 2012 RECOMMENDED FOR YEAR 12 STUDENTS

Discipline	Course	Toowoomba	Springfield	Fraser Coast	Distance
Arts	MEA1000 Elements of Multimedia	✓			✓
Arts	MEA2000 Scriptwriting for Creative Media		✓		
Arts	MMS1003 Fundamentals of Media		✓		
Arts	THE1001 Introduction to History and Theory of Drama 1	✓			
Arts	VSA1000 Introduction to Art Theory				✓
Biological and Physical Sciences	BIO1101 Biology 1	✓		✓	✓
Biological and Physical Sciences (Health)	BIO1104 Medical Microbiology and Immunology				✓
Biological and Physical Sciences	CHE1110 Chemistry 1	✓		✓	✓
Biological and Physical Sciences	CLI1110 Weather and Climate	✓			✓
Biological and Physical Sciences	PHY1101 Astronomy 1				✓
Biological and Physical Sciences	PHY1104 Physics Concepts 1				✓
Biological and Physical Sciences	REN1201 Environmental Studies	✓	✓		✓
Biological and Physical Sciences	WIN1101 Grape and Wine Production				✓
Business	ACC1101 Accounting for Decision Making	✓	✓	✓	✓
Business	CIS1000 Information Systems Concepts	✓	✓	✓	✓
Business	ECO1000 Economics	✓		✓	✓
Business	FIN1101 Introduction to Financial Management	✓	✓	✓	✓
Business	MGT1000 Organisational Behaviour	✓	✓		✓
Business	MKT1001 Introduction to Marketing	✓	✓	✓	✓
Business	POL1000 Government, Business and Society	✓	✓		✓
Business	TOU1003 Introduction to Tourism		✓		✓
Communication	CMS1000 Communication and Scholarship	✓		✓	✓
Communication	JRN1000 Introduction to Journalism	✓			✓
Communication	PRL1002 Principles and Practice of Public Relations	✓			✓
Education	EDC1100 Lifespan and Learning	✓	✓	✓	✓
Engineering and Spatial Sciences	ENG1002 Introduction to Engineering and Spatial Science Applications	✓	✓		✓
Engineering and Spatial Sciences	ENG1100 Introduction to Engineering Design	✓			✓
Engineering and Spatial Sciences	GIS1402 Geographic Information Systems	✓			✓
Engineering and Spatial Sciences	MEC1201 Engineering Materials	✓	✓		✓
Humanities	ANT1001 Introductory Anthropology	✓			✓
Humanities	HIS1001 Introduction to Australian History	✓			✓
Humanities	LAC2001 Language, Culture and Custom*	✓			✓
Law	LAW1201 Legal Process and Research	✓	✓		✓
Maths and Computing	CSC1401 Foundation Programming	✓			✓
Maths and Computing	CSC1402 Foundation Computing	✓			✓
Maths and Computing	MAT1101 Discrete Mathematics for Computing	✓			
Maths and Computing	STA2300 Data Analysis	✓			✓
Nursing and Midwifery	NSC1500 Biophysical Sciences in Nursing	✓		✓	
Nursing and Midwifery	NUR1120 Social Determinants of Health	✓		✓	
Nursing and Midwifery	NUR1140 Responsible Nursing Practice	✓			
Psychology	PSY1010 Foundation Psychology A	✓	✓	✓	✓

\* LAC2001 is only available to Year 12 students who study German or Mandarin Chinese as part of their senior studies.

**Semester 2, 2012** RECOMMENDED FOR YEAR 11 STUDENTS

Discipline	Course	Toowoomba	Springfield	Fraser Coast	Distance
Arts	MEA1004 Cinematic Language	✓			✓*
Arts	MUI1003 Turning Points in Western Music	✓			
Arts	MUI2006 Introduction to Popular Music	✓			✓
Arts	THE1002 Introduction to History and Theory of Drama 2	✓			
Biological and Physical Sciences	PHY1107 Astronomy 2				✓
Biological and Physical Sciences	PHY1911 Physics Concepts 2				✓
Biological and Physical Sciences	SCI1900 Science Fundamentals				✓
Business	ACC1101 Accounting for Decision Making	✓			✓
Business	CIS1000 Information Systems Concepts	✓			✓
Business	ECO1000 Economics		✓		✓
Business	MGT1000 Organisational Behaviour			✓	✓
Business	MKT1001 Introduction to Marketing		✓		✓
Business	POL1000 Government, Business and Society			✓	✓
Communication	CMS1000 Communication and Scholarship	✓		✓	✓
Communication	PRL1003 Reputation Management	✓			✓
Education	EDX1450 HPE Curriculum and Pedagogy	✓	✓	✓	✓
Engineering and Spatial Sciences	ELE1502 Electronic Circuits	✓			✓
Engineering and Spatial Sciences	ENG1002 Introduction to Engineering and Spatial Science Applications	✓			✓
Engineering and Spatial Sciences	ENG1100 Introduction to Engineering Design	✓	✓		✓
Engineering and Spatial Sciences	MEC1201 Engineering Materials	✓			✓
Engineering and Spatial Sciences	SVY1110 Introduction to Global Positioning Systems	✓			✓
Humanities	ANT1000 World Archaeology: An Introduction	✓			✓
Law	LAW1201 Legal Process and Research	✓	✓		✓
Law	LAW1202 Law in Context	✓	✓		✓
Maths and Computing	CSC1401 Foundation Programming	✓			✓
Maths and Computing	CSC1402 Foundation Computing	✓			✓
Maths and Computing	STA2300 Data Analysis	✓	✓	✓	✓
Nursing and Midwifery	NUR1200 Concepts in Patient Care	✓		✓	
Nursing/ Sciences	BIO1203 Human Anatomy and Physiology	✓		✓	
Psychology	PSY1020 Foundation Psychology B	✓	✓	✓	✓

\* Online (web) study internet access required: A mode of study in which the instruction, communication among academic staff and students, submission of assignments and feedback is offered mainly through the Internet.



**Caitlin Cameron** Head Start 2011

The best thing about Head Start was the fact that I was able to be introduced to a new environment and gain an understanding of how university life works. It helped me to realise that psychology is what I really want to study in my future education endeavours and showed me that I can achieve everything I set out to do. Do it while you have the chance and be the best you can be.

**Head Start Summer, 2012** AVAILABLE TO STUDENTS IN YEARS 10, 11 AND 12

**What is Head Start Summer?**

Head Start Summer gives you the opportunity to study a university course from November to February. The program gives you the same great benefits as Head Start in Semester 1 or 2\*, however it is modified, in some courses, to attend

two intensive teaching sessions in December and January which may consist of lectures, tutorials, workshops or laboratory sessions.

Faculty	Course	Toowoomba	Springfield	Fraser Coast	Distance
Business	ACC1101 Accounting for Decision Making <sup>+</sup>	✓	✓		✓
Business	CIS1000 Information System Concepts <sup>+</sup>		✓		✓
Business	LAW1101 Introduction to Law <sup>^</sup>	✓			✓
Business	MKT1001 Introduction to Marketing				✓
Business	MGT1000 Organisational Behaviour				✓
Nursing/ Sciences	BIO1203 Human Anatomy and Physiology <sup>#</sup>				✓
Maths & Computing	CSC1401 Foundation Programming				✓

# A compulsory 3-Day on campus Residential school in January at Toowoomba or Fraser Coast

+ Subject to minimum enrolment numbers being met

^ Please note that LAW1101 Introduction to Law is not part of the Bachelor of Laws program. Students who successfully complete this course will not receive guaranteed entry or academic credit in a Bachelor of Laws or a Law combined degree program.

However, students who successfully complete LAW1101 will be eligible for guaranteed entry and academic credit in a Bachelor of Business degree program.

\* Please see points 9 and 12 of the policy section on page 8

Course list correct at time of printing. Please visit [www.usq.edu/headstart](http://www.usq.edu/headstart) for the most up to date course list.



**Jacob Saal** Head Start 2010

Everything about Head Start was great. The lecturers made me feel comfortable, the classes and courses were very interesting and definitely worthwhile. University isn't as scary as I anticipated.



**Sophia Duong** Head Start 2011

The best thing about Head Start was that the lecturers and tutors were very supportive and helpful to students that were doing their courses via distance ed. I was able to become a more relaxed independent student, as I was doing uni at home and it didn't clash with any of the classes at school.

## Frequently Asked Questions

### WHERE CAN I FIND OUT MORE ABOUT HEAD START?

For further information, please feel free to contact the Head Start team by phoning 07 4631 1736 or 1800 269 500 or email [headstart@usq.edu.au](mailto:headstart@usq.edu.au). Also keep an eye out for details on information sessions held at our three campuses where you can talk to the staff that know our courses best.

### WHAT MAKES ME ELIGIBLE TO PARTICIPATE IN HEAD START?

If you are an Australian citizen, New Zealand citizen or an Australian permanent resident and are currently completing Year 11 or Year 12, you are eligible to apply for Head Start. If you are a Year 10 student you are eligible to apply for Head Start Summer. If you are an international student currently enrolled at an Australian High School for Year 12, you are eligible to apply for Head Start.

For your application to be successful, you will need to have a B average on your latest report card. A copy of this report card will have to accompany your application.

### HOW DO I KNOW IF I AM SUITED TO THE HEAD START PROGRAM?

You will be more likely to succeed in your Head Start studies if:

- you have a strong interest in one of our courses on offer
- you consider yourself capable of undertaking further study on top of your current workload
- you have the support of your school and your parents/caregivers.

### WILL HEAD START IMPACT ON MY SENIOR STUDIES?

This is a matter that requires careful consideration of your current commitments, workload and dedication. It may be best for you to concentrate on your senior studies and achieve the best OP possible for entry into uni. We recommend giving the decision to study a Head Start course the same amount of consideration as other commitments you may undertake in your final years of school such as paid employment or participation in sporting or cultural activities. Studying a Head Start course over summer may be an appropriate choice if you are heavily committed during Semester 1 and 2. However, there is a very limited range of courses offered over Summer, please check the website for details – [www.usq.edu.au/school-liaison/head-start/courses](http://www.usq.edu.au/school-liaison/head-start/courses).

### IF I COMPLETE A HEAD START COURSE, DO I STILL HAVE TO APPLY TO QTAC TO RECEIVE AN OFFER FOR A PLACE AT USQ?

Yes, your guaranteed entry into a related program will be awarded once you successfully complete a Head Start course. You will still need to meet the program's pre-requisites for the related program. You will still need to apply via QTAC, putting your preferred related USQ program as your first preference.

### DOES USQ HAVE SPECIAL CLASSES FOR HIGH SCHOOL STUDENTS IN THE HEAD START PROGRAM?

As a Head Start student, you will be integrated into USQ's mainstream first-year classes alongside our first year undergraduate students. Some Head Start Summer courses will consist solely of Head Start Summer students.

### HOW MANY HOURS PER WEEK SHOULD I DEDICATE TO HEAD START STUDIES?

We recommend that you allocate about 10 hours per week of study time for your Head Start course. This time includes any on-campus sessions, reading activities and assignment work that you may be required to do. If you wish to study on-campus, a timetable of available sessions can be found at [www.usq.edu.au/currentstudents/timetables](http://www.usq.edu.au/currentstudents/timetables).

### WHEN DO HEAD START STUDENTS BEGIN LECTURES?

As a Head Start student, you will follow the same timetable as all our other students in Semester 1 or 2. Semester start dates can be found on our website at [www.usq.edu.au/handbook/current/impdates.html](http://www.usq.edu.au/handbook/current/impdates.html). If you are studying in Semester 3 you may have the opportunity to attend some "intensive teaching" workshops. Details of these workshops will be available on the Head Start website.

### CAN I ENROL IN TWO COURSES IN THE SAME SEMESTER?

No. To ensure that the added commitment of Head Start does not disadvantage your school results and OP, you will only be able to enrol in one at a time. If you wish, there is the option to enrol in another course in later semesters.

### WHAT IF I FIND MY COURSE TOO DIFFICULT?

If you are having difficulty with your course, or feel that your school results are suffering, you should contact the Head Start Administrator as early as possible to ensure that the appropriate steps can be taken to avoid having a 'fail' recorded on your academic record at USQ. There are final dates to drop without penalties – please check the 'Key Dates' section of the Head Start website. You and your school coordinator will be reminded of these dates throughout the semester.

### CAN I CHANGE INTO A DIFFERENT COURSE AFTER I HAVE APPLIED?

If your circumstances change, you may be able to move into a different course before the semester has commenced (where there are places available). Once classes have commenced you will not be able to change into another course.

## **I AM AN INTERNATIONAL STUDENT. CAN I DO THE HEAD START PROGRAM?**

Yes. If you are an international student studying at an Australian high school, you will be required to submit the following documentation at the time of application:

- A certified copy of your visa
- A certified copy of all your previous Senior/High School qualifications
- A certified copy of all your previous English language tests
- A statement from your school which includes: the duration of studies you have undertaken in Australia in English and detailed comment on your English capability and ability to achieve an IELTS score level of 6.5.

If you are an international student, and under the age of 18, your principal will need to sign the Application Form to confirm that all required guardianship arrangements have been, and will continue to be, monitored by the school. A residential address from your home country will also be required.

## **CAN I DEFER OR TAKE A GAP YEAR AFTER FINISHING HIGH SCHOOL AND STILL RECEIVE GUARANTEED ENTRY?**

Yes. We recommend that you still apply through QTAC when you are in Year 12. When you respond to your QTAC offer you will have the option to defer your place for up to a year. If you apply to QTAC during your gap year, please contact our Admissions team to ensure you receive your guaranteed entry.

## **FOR SEMESTER 3 INTENSIVE SESSIONS, CAN I STAY ON-CAMPUS AT TOOWOOMBA?**

Yes. You can stay on-campus at our Residential Colleges. For more information, please phone 07 4631 2650 or email [accommodation.officer@usq.edu.au](mailto:accommodation.officer@usq.edu.au).

## **Policies**

1. Students must have a B average to participate in the Head Start program. A copy of the most recent report card will need to be submitted with the application and the application needs to be signed by the school principal, parent or caregiver and the student. If applying for additional Head Start courses, a new full application must be completed and forwarded by the application close date.
2. Students will be able to enrol only in those courses and modes of offer nominated by the participating USQ faculties, up to the quota limits set by the faculties. Enrolment will be on a first come basis and will be limited to one course per semester.
3. Students will be enrolled as non-award students and will not be charged any tuition fees for their first course.
4. Students will be expected to meet the costs normally incurred with the course, including textbooks, field trips etc.
5. Students undertaking additional Head Start courses in later semesters will be charged \$395 per course. This fee will need to be paid in full to USQ by week 2 of the semester.
6. Students will be issued with a student number and will have access to the University Library and to the University IT services including UConnect.
7. Students will be subject to the provisions of the University's statutes and regulations during their enrolment.
8. A pro-forma academic transcript can be downloaded from UConnect at the completion of the course. Students can obtain an 'official' academic transcript upon request and payment of the associated fee. Should a student be admitted subsequently to a USQ program, credit will be granted for the completed course, subject to the rules pertaining to that particular program.
9. Guaranteed entry into a related program will be awarded to those students who successfully complete a Head Start course and meet the program pre-requisites (eg completion of Year 12 and four Sound Achievements in English). Students should check the USQ Handbook to determine program pre-requisites. Students still need to apply via QTAC and put a related USQ program as their first preference. Due to results release dates and application closing dates, Year 12 students who complete a Head Start Summer Course will not be eligible to receive guaranteed entry into Semester 1.
10. Guaranteed entry will not be available to students who wish to commence a program with entry requirements which must be satisfied by an audition or interview (eg Bachelor of Creative Arts).
11. Each school must nominate a coordinator/mentor for the program who will provide care and support for their students enrolled in the program and will mentor the progress of each of their students.
12. Students who successfully complete a Head Start course will receive 2 points towards their Queensland Certificate of Education (QCE) for every course, up to the maximum allowable limit set by the Queensland Studies Authority (QSA). In accordance with QSA rulings, Year 12 students completing a Head Start Summer Course will not be eligible for the QCE points.
13. Each application must be signed by parents/caregivers thereby giving consent to USQ to provide full Internet access to the student for the purpose of their studies and educational activities and incidental to such in accordance with USQ's ICT policies if studying on-campus. USQ will not be responsible for the content that may be viewed on the Internet. By refusing consent or later withdrawing consent by written notice to USQ, the student's enrolment or Internet access as applicable will be cancelled by USQ, which may impact on their study results.

## APPLICATION FORM

### 1. PERSONAL DETAILS *(PLEASE USE BLOCK LETTERS)*

**NAME** Title  Family Name  Previous Family Name

Given Name/s

**MAILING ADDRESS** No and Street

Suburb/Town  State  Postcode

Have you been enrolled in a Head Start Course previously?  No  Yes

If Yes, please supply your USQ Student Number

**DATE OF BIRTH (Compulsory)**

Day Month Year

**GENDER** M / F

**HOME TELEPHONE NUMBER** (  )

**MOBILE NUMBER**

**EMAIL ADDRESS**

### 2. ADMISSION STATISTICAL DETAILS *(tick one box only)*

Are you of Aboriginal or Torres Strait Islander origin?  
For persons of both Aboriginal and Torres Strait Islander origin mark both "Yes" boxes.

Yes Aboriginal  Yes, Torres Strait Islander  No

Australian Citizen

New Zealand Citizen

Granted Australian permanent residence status

Granted Permanent Humanitarian Visa

Other

In what country were you born?

Year of arrival (if not born in Australia)?

Do you speak a language other than English at your permanent home residence?  No  Yes

Language

Are you a boarder at your high school?  No  Yes

**SUPPORT SERVICES**

Do you have a disability, impairment or long term medical condition that may affect your studies?  No  Yes

If YES, please indicate the areas of impairment by placing a tick in the appropriate box

Hearing  Learning  
 Mobility  Vision  
 Medical  Other

If YES, would you like to receive advice on support services, equipment and facilities which may assist?  No  Yes

*Early advice will assist USQ in preparing relevant services to help meet your needs.*

### 3. PREFERRED COURSE

Toowoomba  Springfield  Fraser Coast  Distance Education

	Course Code (e.g. ACC1101)	Course Name (e.g. Accounting for Decision Making)	Course Mode (e.g. On-campus, Distance Education)	Semester (e.g. 1, 2)
1				

## 4. DECLARATION

(Your application is unable to be considered if this declaration is not signed.)

- (a) I agree to comply with the statutes, regulations and policies of the University of Southern Queensland.
- (b) The information I have supplied is accurate and complete.
- (c) I understand that if I supply inaccurate or incomplete information to USQ, USQ may cancel my enrolment.
- (d) I give permission for any person, government authority, educational institution, employer or previous employer to provide any information concerning my admission/enrolment and study program to USQ that USQ requests.
- (e) I give permission for USQ (University of Southern Queensland) to release my student results to the Principal and Coordinator of my school during the term of my study program at USQ. I understand that I can revoke this authority at any time by notifying USQ in writing.

USQ collects personal information to assist the University in providing tertiary education and related ancillary services and to be able to contact you regarding enrolment, assessment and associated USQ services. Personal information will not be disclosed to third parties without your consent unless required by law.

Student signature

Date

## 5. PERMISSIONS

### Documentation required

Please attach a copy of your latest Report Card.

Applicant signature

Date

### Parent/Guardian

I accept the Head Start policies, including the provision of Internet access, and I agree to my son/daughter's involvement in the USQ Head Start program for the course listed or subsequently advised.

Parent/Guardian signature

Date

### Guardianship arrangements for international students (School Principal to confirm)

If an international student is under 18 years of age, the School Principal must confirm by signing below that all required guardianship arrangements have been, and will continue to be, monitored by the school.

School Principal signature

Date

## 6. SCHOOL APPROVAL (SCHOOL TO COMPLETE THIS SECTION)

Name of School

Year attending

Yr 11

Yr 12

Learning Unique Identifier

Coordinator

Telephone

Fax

Email

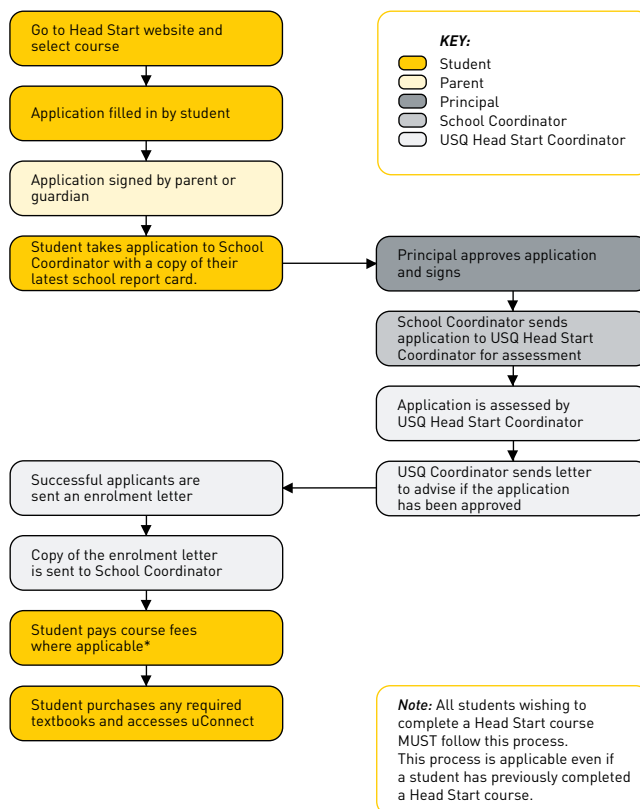
School Principal signature

Date



## Application Process

- STEP 1** Students should identify an area of study interest and ensure that the additional workload of the USQ course can be accommodated into students' school study schedule.
- STEP 2** USQ Faculties have identified courses that will be offered under the Head Start program as listed in this booklet. Students can select their courses in order of preference, but will only be offered a maximum of one course per semester.
- STEP 3** The student then has to complete and submit the Head Start Application Form, including school and parental approval and a copy of their latest Report Card.
- STEP 4** The student and school will be notified of their inclusion in the program and approved course three weeks before semester begins.
- STEP 5** A special Orientation Program is planned for USQ Head Start students one week before the start of Semester. An invitation and program to this orientation will be included in the letter informing the student of their successful application.



## Send Your Application To

**Post** Head Start Administrator  
 Recruitment and Admissions  
 01 Block  
 University of Southern Queensland  
 West Street  
 Toowoomba QLD 4350

**Email** headstart@usq.edu.au

**Phone** (07) 4631 1736

**Fax** (07) 4631 1404

**Toll free** 1800 269 500



## Key Dates 2012

### Semester 1, 2012

Closing date for Applications	1 February 2012
Notification of Head Start awarded places to students and schools	week beginning 6 February 2012
Orientation program	week beginning 20 February 2012
Classes begin/ Start of Semester	27 February 2012
Last day to drop course without a fee	23 March 2012
Mid-semester break	2 April 2012
Mid-semester break concludes	13 April 2012
Last day to drop course without a failing grade	20 April 2012
Exam period begins	12 June 2012 – 25 June 2012
Results released after 4pm	9 July 2012

### Semester 2, 2012

Closing date for Applications	1 June 2012
Notification of Head Start awarded places to students and schools	week beginning 11 June 2012
Orientation program	week beginning 9 July 2012
Classes begin/Start of Semester	16 July 2012
Last day to drop course without a fee	10 August 2012
Last day to drop course without a failing grade	7 September 2012
Mid-semester break	17 September 2012
Mid-semester break concludes	28 September 2012
Exam period	29 October 2012 – 9 November 2012
Results released after 4pm	30 November 2012

### Head Start Summer, 2012

Closing date for Applications	10 October 2012
Notification of Head Start awarded places to students and schools	week beginning 15 October 2012
Classes begin/ Start of Semester	12 November 2012
Last day to drop course without a fee	30 November 2012
Last day to drop course without a failing grade	21 December 2012
Exam period	29 January 2013 – 8 February 2013
Results released after 4pm	22 February 2013

The information contained in this brochure is correct at time of printing.  
However, you should check details are still correct before enrolling.  
CRICOS QLD 00244B NSW 02225M