

UNIVERSITY OF MELBOURNE

**SELECTION PROCEDURES**

1. Thank you for your application to Newman College and for arranging an interview with the Provost or Deputy Provost. We are delighted that you have applied for admission, and that you will be able to come to Newman to see the College and be interviewed.
2. If (a) your Application Form is complete, and
  - (b) we have received the appropriate recommendation from your academic and personal referees, and
  - (c) you have provided the required two passport-sized photographs, and
  - (d) you have enclosed seventy five dollars with your Application Form,

then the process of application is complete.

If you have omitted any of the foregoing requirements, then it is your responsibility to ensure that these omissions are remedied as soon as possible. Your application will not be considered unless it is complete.

3. A selection procedure will be instituted immediately after the notification by VTAC of your allocation to the Faculty/Department of the relevant tertiary institution. First-round College offers usually are sent within a few days of the VTAC allocation. Students who have an early offer to the University of Melbourne may receive an offer from the College prior to the VTAC allocations.
4. Please advise the College immediately if you wish your application to be withdrawn at any time, but especially subsequent to the publication of VCE results and the VTAC allocation of places. The College Office will close the week prior to Christmas, and will re-open early in January. Please telephone the Admissions Officer on (03) 9347 5577 between 10.00 a.m. and 4.00 pm or e-mail ([admissions@newman.unimelb.edu.au](mailto:admissions@newman.unimelb.edu.au)) or fax on (03) 9349 2592 if you wish to withdraw your application, or to transfer it to another College, or to alter your preferences, or to make any other enquiries. Overseas, interstate and later-year applicants must forward a photocopy of their examination results as soon as they become available. The College has access to Victorian VCE results and VTAC allocations.
5. Newman College is an affiliated College of the University of Melbourne. It is restricted by the University in the number of students it can accept who are not students of the University of Melbourne. The College normally only considers applications from students gaining entrance to the following institutions:
  - (a) The University of Melbourne;
  - (b) The Victorian College of Pharmacy.

Newman College does not normally accept students who attend courses at the Royal Melbourne Institute of Technology. There are occasional exceptions made (for siblings of current College residents, for resident students who transfer to courses at RMIT from the University of Melbourne, and for cases of special merit).

6. There is no guarantee that an applicant to Newman will find a place at a College of his or her later preference if he or she fails to gain acceptance into Newman. In recent years there has been a very substantial number of applicants, who made Newman their first choice, who were unsuccessful in gaining entrance, not only to Newman, but also to Colleges of their later preferences. Accommodation at Colleges is at a premium, and almost all Colleges have reported an increase in applicants.

(Mr) Sean Burke  
PROVOST