

SO YOU'VE FINISHED
YEAR 12

University

TAFE

Apprenticeships

Gap Year

Employment

FINISH



2025

Checklist for things you should have done already

	TICK
1. Checked QCAA account to ensure your QCE point are correct and all external qualification are entered (e.g AMEB, Trinity, Dance)	
2. Registered for ATAR www.qtac.edu.au/atar	
3. Submitted QTAC application www.qtac.edu.au	
4. Checked QTAC application to see if there are any alerts outstanding	
5. Updated any required documents such as: * EAS documents	
6. If you need to send QTAC any documents but there isn't an <i>upload</i> button you can email to documents@qtac.edu.au . Include your name, LUI and QTAC application number	
7. If you have nominated for EAS but changed your mind about applying phone 1300 467 822 and have it removed	
8. Applied for a Tax File Number www.ato.gov.au	
9. Saved passwords somewhere other than on your school laptop	
10. Downloaded your important files to a USB (you will return your school laptop)	

Things you will need to do

	TICK
1. Check your QTAC application and QCAA Learning Account regularly	
2. Respond to any offers (<i>usually within four days</i>)	
3. Look out for Enrolment information from the relevant institution	
4. Enrol in your course and set up a new university email – <i>they will use this for correspondence going forward</i>	
5. Study university information to select subjects (<i>contact the university if you need help with this</i>). This is where attendance at Orientation can be beneficial.	
6. Note the time and date to sign up for lectures and tutorials	
7. Familiarise yourself with university web pages e.g. QUT Blackboard, ACU Student Connect, etc.	
8. For more resources to support school leavers visit this website https://www.yourcareer.gov.au/school-leavers-support/school-leavers-information-kit	

ATAR and Senior Results

When and where do I find this?

Log on to your QTAC ATAR account on Friday 18 December.
(Usually between 8am and 9am).

What do I do if I think my ATAR is incorrect?

QTAC offers an ATAR Appeals process which gives ATAR recipients the opportunity to request a review of their final ATAR result calculation. You can lodge an appeal with QTAC - <https://www.qtac.edu.au/atar-appeals/>.

Where do I find the results for my External Exams?

You can find the results for your External Exams on the QCAA Student Portal <https://myqce.qcaa.qld.edu.au/>. You will receive an overall mark out of 100 and a grade of A-E.

Where can I access my Queensland Certificate of Education?

Your Senior Education Profile (SEP) can also be accessed on the QCAA Student Portal. The documents in your learning account **are official** – they have a digital signature and unique document ID to confirm they are authentic. You can download and save the documents as a PDF from your learning account at any time. **You will not be provided with a hard copy of your Queensland Certificate of Education – this must be accessed through the Student Portal.**

If you're having trouble accessing the Student Portal, check the [FAQs](https://myqce.qcaa.qld.edu.au/assessment-and-results/results) (<https://myqce.qcaa.qld.edu.au/assessment-and-results/results>) – they may have the answer you need.

You can also email ClientServices@qcaa.qld.edu.au or phone 07 3864 0299.

Need Help?

Once you've finished your exams, you can book an appointment with the careers office by calling 3862 0728.

Appointments are available until 28 November.

Timeline

2 December

QUT Application essentials webinar 1.00pm – 2.00pm.

QUT International Students information seminar 1.00pm – 2.00pm.



8 December

Last day to apply and upload relevant documentation to QTAC for 23 December offer round.

Last day to apply and upload relevant documentation to QTAC for 15 January offer round.



10 December

QUT Pathways, finances + Uni life webinar 6.00pm – 7.00pm.

QUT International Students information webinar 6.00pm – 7.00pm.



17 December

QCAA Subject Results released 9.00am.



18 December

ATARs released between 8.00am – 9.00am.

UQ ATAR Advice online webinar 4.00pm-7.00pm.



19 December

Change preferences by 12pm for 23 December offer round.



23 December

Offer Round. Log into your QTAC account from 11.00am.



6 January

Change preferences by 11.45pm for 15 December offer round.



15 January

Offer Round. Log into your QTAC account.



31 January

ATAR calculation appeals period closes.

Key University information sessions after ATARs are released

Universities are available to help you get the best from your results, whatever that may be. Whether your ATAR isn't quite what you hoped or you've had a change of heart since submitting your QTAC application. Universities are available and ready to help you explore your options.

ACU

ACU is hosting a variety of campus tours for students and parents to attend.

In addition to this they will also have increased support available through AskACU which can be accessed via live chat, email, phone as well as on campus.

- Register for a campus tours - <https://www.acu.edu.au/student-life/experience-uni-before-you-start/explore-your-local-campus/campus-tours>
- AskACU – <https://acu.service-now.com/askacu>

QUT

No matter what ATAR result you achieve, QUT invite you to explore your study options for 2026 at **QUT's Real Decisions** webinars.

www.qut.edu.au/study/events/real-decisions

Please check the above event website for more details and to register.



Griffith

Griffith University will be facilitating **Explore Your Options** chats from **Friday 18 Dec - Tuesday 23 December**. Access via

<https://www.griffith.edu.au/options>

This will be a great opportunity for students to get personalised advice on their options post-ATAR release with Griffith University study advisers. You can also email the Future Students Team as well at yourfuture@griffith.edu.au with any study questions before, during or after this event.

UQ

Year 12 students and their parents and/or guardians can access UQ's online ATAR Advice session to get personalised advice on the best pathway to UQ and to understand your options if your ATAR is higher or lower than expected.

Thursday 18 December | Online | 4.00pm – 7.00pm

<https://study.uq.edu.au/events/atar-advice-online-event>

In addition, students or parents can call the Future Students Contact Centre for advice anytime: 3346 9872 or via [email/chat](#).

How to change QTAC preferences

Refer to QTAC book page 11

<https://www.qtac.edu.au/preferences/>

You can change your preferences three times for free. There is a \$65 fee each time after this.

To change your preferences:

- Note: Do not save your preferences until you are sure they are exactly how you want them. Ensure this is done by noon (12pm) 19 December
- Log in to your QTAC account and select 'My Application'
- Under Course Preferences, select 'view or edit preferences,' then 'change preferences'
- You can add, delete or edit your preferences, or re-order them using the drag and drop
- Once you have made all of the changes you want, select continue
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- Don't forget to change your preferences by the due date for the offer round <https://www.qtac.edu.au/key-dates/> (see table)

QTAC Key Dates

2025/2026 Offer Round Dates

OFFER ROUND	DUE DATE TO APPLY & SUBMIT DOCS	DUE DATE CHANGE OF PREFERENCE	OFFERS RELEASED	RESPONSE DATE
<i>Early Offer</i> Fri 21 Nov	Fri 7 Nov		Fri 21 Nov	Fri 28 Nov
<i>Common Offer Round</i> Tues 23 Dec	Mon 8 Dec	Fri 19 Dec - 12pm	Tues 23 Dec	Tues 30 Dec
<i>Main Offer Round</i> Thu 15 Jan	Mon 8 Dec	Tues 6 Jan - 11.45pm	Thu 15 Jan	Mon 19 Jan

Further offers as required to fill any course vacancies.

<https://www.qtac.edu.au/key-dates/>

QTAC How to respond to your offer

RESPONSE OPTIONS

Understanding how to respond to an offer is an essential step to securing your offer. Here is a summary of your options below:



ACCEPT

I'm happy and ready to enrol

Check with the institution for enrolment details and dates



REJECT

I no longer wish to study

By rejecting your offer outright, you notify QTAC that you no longer wish to study or be considered for any other preferences



DEFER

I'm happy and not ready to enrol yet

Rules for course deferral vary by institution. Visit qtac.edu.au/deferment for institution policies



CONDITIONAL RESPONSE

I'd like to be considered for my higher preferences






You cannot use conditionally respond to your first preference

RESPONDING TO OFFERS

Respond to your offer by the date and time specified on your offer letter so that it does not expire.

To respond to your offer:

- Log in to Application Services.
- Select your response option (i.e., Accept, Reject, Defer – if deferment is an available choice) button.
- Select the offer response again, and confirm your choice.

Bachelor of Business	 Offer Accepted DETAILS
Bachelor of Business	 Offer Conditionally Accepted DETAILS
Bachelor of Business	 Offer Declined DETAILS
Bachelor of Business	 Offer Conditionally Declined DETAILS
Bachelor of Business	 Offer Expired DETAILS

Interstate applications – useful contact details and dates



UAC www.uac.edu.au

UAC Digital:

Access live briefings, Q+A sessions and instructional videos on the application process, offers and the ATAR
More information here

youtube.com/uacdigital

These videos will equip you with the knowledge to:

- make the most of adjustment factors and their potential to boost your selection rank
- know when to change your course preferences
- receive and manage multiple offers
- defer your studies if you wish to take a gap year.

Employment Options

Apprenticeships

www.apprenticeships.gov.au

www.nextgenjobs.org.au

Employment

www.seek.com.au

www.careerone.com.au



VTAC www.vtac.edu.au

VTAC webinar:

Getting your results - what happens next?

12.00pm – 1.00pm (AEST), Tuesday 9 December 2025

Register here <https://vtac.edu.au/events>

Join the VTAC team for a live webinar which will cover what happens when you receive your results and ATAR, how change of preference and course offers works, and some really key things you should be thinking about now to ensure you get the best outcome. You'll have the opportunity to ask questions throughout.

VTAC webinar:

Preferences, pathways and offers

12.00pm – 1.00pm (AEST), Thursday 11 December 2025

Register here <https://vtac.edu.au/events>

Webinar to discuss all things related to receiving an offer, how to accept / reject / defer, changing your preferences.

Join the VTAC team for a live webinar which will cover how to change your preferences, how to research suitable pathways and pathway options as well as how course offers work. You'll have the opportunity to ask questions throughout.





Friendships made at school are very often those that last a lifetime. Similarly, St Margaret's considers all past students to be valuable, life-long members of the wider school community and are automatic members of the Old Girls' Association (OGA). Events hosted by the OGA and those of the school's Development and Community Office provide many opportunities for past students to stay connected and reconnect with the school and each other. Whether it be for a milestone reunion, keeping up to date with the OGA e-newsletter, an annual pilgrimage to the Old Girls' Chapel service, making the most of the broad network of Old Girls by attending the Professional Women's Networking series or participating in mentoring, the past student community engenders a sense of belonging and support that extends well beyond the school gates.

We encourage all Year 12 graduates to join the Old Girls' Network portal as another way to connect with one another.

<https://paststudents.stmargarets.qld.edu.au/register>



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