

# **Application Guide 2019**

## Bachelor of Design

Whitehouse Institute of Design, Australia (Whitehouse) welcomes your interest in the Bachelor of Design. Whitehouse's undergraduate degree is offered in three specialisations: Fashion Design, Interior Design & Creative Direction & Styling. The degree consists of six study periods delivered in a trimester model – you can complete your degree in 2 years.

This Application Guide has been prepared to cover what you need to know before submitting your application. Applications for the 18 February and 16 September 2019 cohorts are now being accepted. Apply early to ensure your place is secured as enrolment cannot be offered once classes have commenced.

### THE APPLICATION PROCESS

1. Read this Application Guide as well as the Bachelor of Design course information
2. Go online to [www.whitehouse-design.edu.au](http://www.whitehouse-design.edu.au) complete and submit the Application for Enrolment. Ensure that you attach your most recent academic results and resume
3. Prepare your Creative Portfolio and Motivational Statement
4. Attend an interview, between now & before the commencement of classes, with your Portfolio and Statement
5. Whitehouse Institute will advise you of the status of your application within 48 hours of your interview
6. You will be issued with an Offer of Enrolment if you are successful
7. If unsuccessful you may have the opportunity to provide additional information to be reconsidered

### WHAT DO YOU NEED TO APPLY?

#### ACADEMIC REQUIREMENTS

Select from one of the following options that best matches your current academic achievements and/or background:

- **HIGHER EDUCATION STUDY**  
Completed or undertaken studies in the following from an Australian, overseas University or other Australian Registered Training Organisation (RTO):
  - An Undergraduate Degree or
  - An Associate Degree
- **VOCATIONAL EDUCATION AND TRAINING STUDY**  
Completed or undertaken studies in the following Australian Qualification Framework (AQF) programs at Whitehouse or another RTO
  - Certificate III in Design Fundamentals or
  - Certificate IV or
  - Diploma or
  - Advanced Diploma
- **SECONDARY EDUCATION**  
If you have completed in the past 2 years or are due to complete in the year of application the following at High School in Australia, TAFE or overseas:
  - Higher School Certificate (HSC) or TAFE Statement in HSC Studies or
  - Victorian Certificate of Education (VCE) or Victorian Certificate of Applied Learning (VCAL)
  - Certificate of Education within Australian States & Territories or
  - International Baccalaureate (IB) or
  - Equivalent overseas Senior School Certificate

An ATAR of 67.95\* is desirable if applying with a secondary education only but is not the only criteria for acceptance. An adjustment factor to the application will be taken into consideration if:

- Applicant has completed a Certificate III in Design Fundamentals at Whitehouse
  - Of Aboriginal and Torres Strait Islander descent
  - There is evidence of disadvantage requiring an equity adjustment
- **WORK AND LIFE EXPERIENCE**
    - Have undertaken significant professional / commercial practice (2 years or more) within the creative industries

## Additional International Applicant Requirements

If you are an International applicant, the same academic requirement will apply. Additionally, you:

- are to be 18 at commencement of study
- can provide evidence of having a minimum English standard Academic IELTS of 6.5 (with no band lower than 6.0) or TOEFL 79 93 if requested
- are eligible for an International Student Visa, and plan to only study on a full-time basis

For more information on studying in Australia as an international student, visit the Commonwealth Government website at <http://www.studyinaustralia.gov.au>

Note: Secondary education applicants with ATAR below 50 after adjustment, work and life experience applicants and / or International applicants who completed high studies overseas may be required to complete a literacy assessment. This will take the form of a 1000 word written research task on a topic defined by Admissions. This is to support demonstrated academic research, analysis and writing skills in combination with the portfolio.

## Academic Credit / Recognition of Prior Learning (RPL)

Credits can be awarded to accredited subjects previously undertaken at another education provider and/or relevant industry experience. To apply for Academic Credit:

1. Download and complete the [Application for Academic Credit](#)
2. Fill in the form including all subject titles and descriptions of the units for which you are applying for RPL
3. Submit completed form with supporting documentation and evidence to Whitehouse Institute

## Advanced Standing

Advanced Standing may be awarded to students who have completed courses in a similar field of study. Depending on the level of study completed, you may be eligible to receive direct articulation into study period two, three or four of the Bachelor of Design. Download or request the Application for Direct Entry - submit with your current/previous qualification and transcript of academic results. If advanced standing is awarded the length of your study may be reduced.

For more information on Academic Credit and Advanced Standing, simply contact Whitehouse Institute Admissions or discuss during your interview.

## THE CREATIVE PORTFOLIO

The creative portfolio is a selection of your best work, which demonstrates your creative potential. A portfolio usually consists of between 6-8 examples and can use a variety of mediums which may include illustration, digital design, photography, film, creative writing, textile design, fine artworks and other evidence as appropriate to your chosen specialisation. Whitehouse uses your portfolio to assess your creative potential for success in the Bachelor of Design. We look at how your work demonstrates:

- An understanding of design, a connection with the current design industry and innovation in your creative thinking
- A desire to learn and the ability to investigate and develop ideas independently.

If you do not have a Creative Portfolio, or have questions about yours, call us on 1300 551 433 or email [study@whitehouse-design.edu.au](mailto:study@whitehouse-design.edu.au) to talk to us. We recommend that if you are considering applying for the Bachelor of Design and do not have a strong portfolio of work, Whitehouse offers workshops throughout the year, which assist students and applicants with their portfolio development.

## MOTIVATIONAL STATEMENT

Your motivational statement should be (300 + words) stating why you have chosen to study design at Whitehouse and what/who inspires your creativity. You may want to include what personal interests and career goals.

## YOUR INTERVIEW

Once you have submitted your online Application for Enrolment and attached your most recent academic results, Whitehouse Institute will contact you to arrange an interview.

For the interview you will need to bring your Creative Portfolio and motivational statement. You will also need to bring your Passport or Birth Certificate and originals of academic results (certified copies are also acceptable). If you are interstate, overseas or cannot attend the campus, the admissions team will conduct a video interview after you have uploaded your creative portfolio, statement and passport/birth certificate.

During the interview you will be asked to discuss your creative work and your reasons for wanting to study at Whitehouse Institute. The admissions team will cover what it is to be a Whitehouse student, your study schedule and expectations. We welcome any questions you have about study at Whitehouse.

## **WHAT HAPPENS AFTER YOUR INTERVIEW?**

As a successful applicant you will receive an Offer of Enrolment inviting you to enrol in the Bachelor of Design. With the Offer of Enrolment, you will be provided with an Enrolment Form as well as supporting information, such as Enrolment Guide that covers subject fee schedule, payment information, links to Whitehouse Policies and Student manual as well as the art & technical equipment requirements. Overseas students will also receive information on Medibank OSHC. This will assist you to make an informed decision and be aware of the terms and conditions of your enrolment in the Bachelor of Design.

If you do not initially meet all entry requirements, you may have the opportunity to provide additional information to allow your application to be reconsidered. Whitehouse Institute will advise what you need to provide if this applies.

## **ENROLMENT AND ORIENTATION**

**Enrolment for domestic students** will be confirmed in writing after the submission of all enrolment and supporting documentation to Whitehouse.

**Enrolment for international students** will be confirmed by the issuing of an electronic Confirmation of Enrolment (CoE) after the submission of all enrolment and supporting documentation, payment of the first study period tuition fees and Overseas Student Health Cover (OSHC) premium (if applicable) has been made to Whitehouse.

## **ORIENTATION**

This is the kick-start your Design Education at Whitehouse. You will meet your fellow students in your cohort as well as the Academic team. There will be design activities, Library & Google classroom induction, as well as familiarising yourself with the campus facilities and your study program. At that time, you will be issued with a Whitehouse student email address, access to Google classroom and your confirmed timetable. All students are required to attend Orientation and details will be sent closer to commencement of studies.

## THE BACHELOR OF DESIGN PROGRAM

The Bachelor of Design is delivered over 6 study periods or 3 trimesters per year. Minimum completion is 2 years full time, except when students commence in September. Study period 1\* will be delivered over 2 study periods, therefore, length of study will be 2 years & 4 months. Full time students will undertake the following subjects each study period: Design Context, Digital Design, Illustration for Design, Design Methods and Design Workshop – see following the subject delivery and fee schedule for one study period. 6 study periods equal 30 subjects (288 credit points) being 18 core subjects and 12 subjects specific to a student's elective specialisation. All subjects are to be successfully completed to be awarded the Bachelor of Design qualification.

Subject Name	Core Subject/ Specialisation	EFTSL	Credits	Domestic Subject Fee	Overseas Subject Fee
Design Contexts	Core subject	0.0417	6	\$1,568.75	\$1,695.00
Illustration for Design	Core subject	0.0417	6	\$1,568.75	\$1,695.00
Digital Design	Core subject	0.0417	6	\$1,568.75	\$1,695.00
Fashion/Interior/Style Design	Specialisation	0.0417	6	\$1,568.75	\$1,695.00
Fashion/Interior/Style Workshop	Specialisation	0.1666	24	\$6,275.00	\$1,695.00
<b>Study Period totals:</b>		<b>0.3334</b>	<b>48</b>	<b>\$12,550.00</b>	<b>\$13,560.00</b>

### TUITION FEES

The following is a summary of a study period and the payment options:

#### DOMESTIC STUDENTS - \$12,550 per study period:

You can choose to pay your tuition fees in the following ways:

1. Upfront and or
  2. Defer tuition fees through FEE-HELP
- Total Tuition fees\*: \$75,300 (\$12,550 x 6 study periods)

#### UPFRONT

Tuition fees for each study period are to be paid in full before the commencement of each study period. You can either elect to pay upfront, in full or a portion upfront, with the balance deferred to FEE-HELP.

#### FEE-HELP

Whitehouse Institute of Design, Australia has been approved by the Commonwealth Government to offer FEE-HELP. FEE-HELP is a loan scheme that assists eligible fee-paying students to pay all or part of their tuition fees. The Commonwealth Government pays the scheduled fees directly to Whitehouse Institute. Eligible students can borrow up to the FEE-HELP limit to pay their tuition fees. FEE-HELP does not cover any additional expenses such as course materials, art & technical equipment, incidental fees or living expenses.

#### Eligibility

FEE-HELP at Whitehouse is available to Australian Citizens, Permanent Humanitarian Visa holders or New Zealand Citizens that qualify for a New Zealand Special Category Visa.

For 2019 the FEE HELP limit is \$104,440 for most students except those undertaking medicine, dentistry and veterinary science courses (as defined in the Higher Education Support Act 2003). Any changes to FEE-HELP, eligibility limits or government legislation would apply when updated. For more information about FEE-HELP, loan fees and your rights & obligations, please visit the Commonwealth Government website: <http://studyassist.gov.au/FEE-HELP>

#### FINANCIAL ASSISTANCE

The Whitehouse is an approved provider with Australian Government Department of Human Services (known as Centrelink). Domestic students may be eligible for financial assistance such as Youth Allowance, Austudy and Abstudy. Students may also be eligible for an Education Entry payment or Student Start-up loan. Students are required to enquire directly to Centrelink to determine if they are eligible for government financial support. For more information, contact Centerlink direct or visit: <https://www.humanservices.gov.au/individuals/subjects/payments-students-and-trainees>

## **INTERNATIONAL STUDENTS - \$13,560.00 per study period**

The tuition payment for the first study period of \$13,560.00 + Overseas Student Health Cover (OSHC) for the duration of enrolment are due on the submission of completed enrolment documentation. The subsequent payment of the tuition fees for each study period is due 2 weeks before the commencement of that study period in which you are enrolled. Total tuition fee: \$81,360.00 (\$13,560 x 6 study periods) \*

## **OVERSEAS STUDENT HEALTH COVER (OSHC)**

If you are a student on an international student visa, you are legally required to hold OSHC for the duration of your visa (Swedish, Belgian and Norwegian students maybe exempt – conditions apply). You will be required to pay OSHC (or provide proof of existing membership) upon submission of your enrolment documentation – this is additional to the annual tuition fees. See: <https://www.immi.gov.au/students/health-insurance.htm>

The Subject Fee (Tuition Fee) applies for the current intake of the Bachelor of Design for all students and is subject to annual review and alteration. Any Subject Fee increases are applied at the beginning of each calendar year and will affect the total Tuition Fee\*. This does not include additional subject fees due to retaking subjects in the event of unsuccessful completion or reduction of fees where academic credit/advanced standing is awarded.

## ACADEMIC & CENSUS DATES:

2019	Start	End	Assessment Week	Census Date	Upfront Due Date
Trimester 1	18 February 2019	10 May 2019	13 May - 17 May	8 March 2019	On Enrolment
Trimester 2	3 June 2019	23 August 2019	26 Aug - 30 Aug	21 June 2019	20 May 2019
Trimester 3 or 1*	16 September 2019	6 December 2019	9 Dec - 13 Dec	4 Oct 2019	2 September 2019
2020	Start	End	Assessment Week	Census Date	Upfront Due Date
Trimester 1	17 February 2020	10 May 2020	11 May - 15 May	6 March 2020	3 February 2020
Trimester 2	1 June 2020	21 August 2020	24 Aug - 28 Aug	19 June 2020	5 June 2020
Trimester 3 or 1*	14 September 2020	4 December 2020	7 Dec - 11 Dec	2 Oct 2020	31 August 2020

### CENSUS DATE

The Census date is the deadline for finalising your Request for FEE-HELP assistance and submission of your Tax File Number (TFN). If you miss the Census date, you will not be eligible to access FEE-HELP for that study period and will be required to make upfront payments of your tuition fees. The Census Date is also the deadline for withdrawing or deferring from study without incurring the cost of your subject or a FEE-HELP debt. The Census date occurs at least 20% of the way through the study period for that subject(s).

### ACCREDITATION

Whitehouse Institute of Design, Australia is a registered private provider of higher education by the Tertiary Education Quality Standards Agency (TEQSA). Whitehouse Institute is approved to deliver the accredited Bachelor of Design with specialisations in Fashion Design, Interior Design and Creative Direction & Styling to domestic and international students.

The registration details are included in the TEQSA National Register.  
TEQSA Provider No: PRV12065

The following approval is included on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) for approved delivery to international student study in higher education:

CRICOS Provider Code: 02863C  
Bachelor of Design CRICOS Course Code: 085283C

### POLICIES & PROCEDURES

Refer to the Legal Notices and Policies and Procedures governing the Whitehouse Institute of Design, Australia and the Student Manual on the Whitehouse Institute website for further information: <https://whitehouse-design.edu.au/legal/>

### DISCLAIMER

Whitehouse Institute Pty Ltd. trading as Whitehouse Institute of Design Australia reserves the right not to admit students who, in its view, are unlikely to be able to meet the academic, creative, technical, and linguistic or workplace health and safety requirements of its courses. All courses offered by Whitehouse Institute are subject to minimum numbers.

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