

# PORTFOLIO APPLICATION SUPPLEMENT



Please complete this supplement in full and include with your portfolio. If you are using an Apple computer, tablet or smart phone, please download and complete this form using Adobe Reader.

It is your responsibility to demonstrate to the selection panel that you meet University entrance standards with the evidence you supply within your Portfolio.

## PERSONAL DETAILS:

TISC/CURTIN ID:	
FULL NAME:	
DATE OF BIRTH:	

## WHICH COURSE ARE YOU APPLYING FOR?

In the table below, please only tick (✓) one course.

✓	TISC CODE	CURTIN COURSE CODE	COURSE TITLE
	COGAE	AD-AGRIB	Associate Degree in Agribusiness - Geraldton
	CONAE	AD-AGRIB	Associate Degree in Agribusiness - Northam (Muresk)
	COMME	B-AGRIB	Bachelor of Agribusiness
	COARH	B-INTARCH	Bachelor of Applied Science (Interior Architecture)
	COCWH	B-ARTS	Bachelor of Arts (Creative Writing)
	COJOH	B-ARTS	Bachelor of Arts (Journalism)
	COFIH	B-CRARTS	Bachelor of Creative Arts (Fine Arts)
	COSCH	B-CRARTS	Bachelor of Creative Arts (Screen Arts)
	COTHH	B-CRARTS	Bachelor of Creative Arts (Theatre Arts)
	COBAC	B-BUSADM	Bachelor of Business Administration
	COBBC	B-COMM	Bachelor of Commerce
	CKPBC	B-COMM	Bachelor of Commerce - Kalgoorlie
	CODAH	B-DESIGN	Bachelor of Design (Animation and Game Design)
	COBDH	B-DESIGN	Bachelor of Design (Digital Exp and Interaction Design)
	CODFH	B-DESIGN	Bachelor of Design (Fashion Design)
	CODGH	B-DESIGN	Bachelor of Design (Graphic Design)
	CODPH	B-DESIGN	Bachelor of Design (Photography)
	COTPH	B-EDPR	Bachelor of Education (Primary Education)
	COITE	B-INFTEC	Bachelor of Information Technology
	COSDE	B-GEOL	Bachelor of Science (Applied Geology)
	COHIS	B-HLTHSC	Bachelor of Science (Health Sciences)
	COSYE	B-SCNCE	Bachelor of Science (Environmental Science)
	COSCE	B-SCNCE	Bachelor of Science (Multidisciplinary Science)

## WHAT IS YOUR PRIOR EDUCATION?

Complete the tables below to summarise your prior education. In the 'evidence' column, please tell us which document in your portfolio you are using as evidence of this prior education. For example, if you are studying the Western Australian Certificate of Education (WACE), this would be your school report.

For school leavers, if you have not yet received your WACE, ATAR Course Reports, and Western Australian Statement of Student Achievement, simply write your most current grades and your most current school report.

You will need to provide evidence to show that you:

- have or are on track to receive a Western Australian Certificate of Education or equivalent
- have or are on track to achieve English Language competence
- meet the standard for academic preparedness and aptitude
- have met the prerequisites or their equivalent

## WACE/TEE COURSES OR EQUIVALENT SECONDARY EDUCATION

WACE OR YEAR 12 SUBJECTS STUDIED	YEAR	GRADE	EVIDENCE

## VOCATIONAL EDUCATION AND TRAINING

QUALIFICATION	YEAR	DID YOU COMPLETE IT?	EVIDENCE

## ENDORSED PROGRAMS OR COMMUNITY PARTICIPATION

TITLE	YEAR	DID YOU COMPLETE IT?	EVIDENCE

# HAVE YOU INCLUDED EVERYTHING YOU NEED?

Check the boxes to confirm you have included all relevant information in your portfolio. All of the information listed below must be submitted for your application to be considered complete.

## A PORTFOLIO SUPPLEMENT (THIS DOCUMENT)

Please include a portfolio supplement for each portfolio application you submit.

## AN INTRODUCTORY LETTER

This should be an explanation of why you want to attend Curtin University, the reasons and motivation behind the course you have chosen, and your future career goals. The letter should reflect your commitment, preparation to study and motivation to be successful.

## A RESUME

The resume should outline education and work experience to date. It should include details of paid work and any voluntary positions held.

## LETTER(S) OF SUPPORT

The letter should be from a school or other work or professional representative who can provide details of your academic performance, aptitude and likelihood to succeed in the chosen university course. They may choose to use the Optional Letter of Support Template available in this document.

## ACADEMIC RECORDS

This may include secondary schooling, TAFE or Registered Training Organisation (RTO) qualifications (eg, a Certificate II), industry training/accreditation, and workplace training.

Current school leavers are required to provide their most recent school reports, including their predicted ATAR (if applicable), ATAR course report and Western Australian Statement of Student Achievement (WASSA) when they become available.

## OTHER RECORDS

If you have undertaken extracurricular activities relevant to your chosen area of study, you are encouraged to provide related documents. For example: leadership programs, entered competitions, sports coaching etc.

## COURSE SPECIFIC REQUIREMENTS

Some courses require specific additional requirements in your portfolio such as artworks or media.

If you are applying for Fine Art, Design, Screen Arts, Primary Education or interior Architecture, please see the following page.

# READY TO GO?

Ensure your documents meet [Curtin's Scanned documents and Certification requirements and guidelines](#). Your scanned documents do not need to be certified.

Please note that due to security reasons, we are unable to accept documents provided via links to cloud services such as OneDrive and Dropbox.

For artworks larger than A4 size, it is acceptable to provide high quality photographs instead.

## STEP 1 - APPLY

- Semester 2 apply directly to Curtin by clicking 'Apply Now' on your desired course web page.
- Semester 1 (new-to Curtin) submit an online application via [www.tisc.edu.au](http://www.tisc.edu.au).

## STEP 2 - SUBMIT YOUR PORTFOLIO

- E-mail your complete portfolio to [portfolioentry@curtin.edu.au](mailto:portfolioentry@curtin.edu.au).

**QUESTIONS?** Contact us at [portfolioentry@curtin.edu.au](mailto:portfolioentry@curtin.edu.au) or on 1300 222 888.

## COURSE SPECIFIC PORTFOLIO REQUIREMENTS:

Some courses require specific additional requirements in your portfolio such as artworks or media. If you are applying for Fine Art, Design, Screen Arts or interior Architecture, please refer to the below.

### FINE ART AND DESIGN

Applicants for Fine Art and Design courses are required to provide a visual portfolio of 5-10 images relevant to your major, each with a brief explanation (50 words or less).

This may include: full colour examples of your finished artwork, examples of your work in progress, and examples of your visual research such as a critical review of precedents/case studies, or excerpts from your visual diary.

### INTERIOR ARCHITECTURE

Applicants for Interior Architecture are required to provide a visual portfolio of 5-10 images relevant to your major, each with a brief explanation (50 words or less).

This should demonstrate your interest or understanding in interior architecture. This may include but is not limited to: freehand sketches, photography, design work, or examples of interiors that interest you.

### PRIMARY EDUCATION

All applicants are required to complete the Qualtrics questionnaire to meet the Non-Academic entry requirement for Initial Teacher Education Courses:

<https://students.curtin.edu.au/essentials/managing-your-course/non-academic-entry-requirement/>

### SCREEN ARTS

Applicants for Screen Arts are required to provide 5-10 pages of relevant work that demonstrates an interest in Screen Arts and related disciplines.

This should include a short video work of no more than 10 minutes, which you have made or been involved with as a key creative (cinematographer, editor, sound).

Please upload your video to YouTube or Vimeo and provide your link below:

Video Link:

Alternatively you may include: a short draft screenplay, a short documentary script, a portfolio of photographs, short stories, poems, graphic novels, drawings, or visualizations of song lyrics.

Your Portfolio must also include a brief explanation (50 words or less) that explains the context of the work and the authorship or role you have undertaken.

## OPTIONAL LETTER OF SUPPORT TEMPLATE

You may choose to use this template to provide details about the applicant's academic performance, aptitude and likelihood to succeed in their chosen university course. We also accept letters written on company letterhead.

Please return your letter of support to the applicant for submission with their portfolio application.

NAME OF APPLICANT	
NAME OF REFEREE	
RELATION TO APPLICANT	
PHONE NUMBER	
E-MAIL	

Signed:

Date: