

START QUT Partnership Agreement

The decision to undertake university level studies on top of completing Year 12 should not be taken lightly. In order for students to succeed there needs to be a partnership between the University, the school, the student and their parents/guardians to provide support to that student.

The student also has responsibilities that they need to uphold as part of their participation in the program. This Partnership Agreement outlines what the responsibilities are for each of the parties involved when a student decides to partake in START QUT.

Students

The student agrees to:

- attend the START QUT Orientation sessions
- attend lectures, tutorials and workshops/laboratory sessions, if applicable (students may be marked on attendance and participation)
- complete all assessments on time; contribute to group work assignments and presentations; and attend all examinations
- check their QUT email account and QUT Virtual Blackboard sites regularly (at least twice a week)
- cover any extra costs related to the completion of their units including travel, textbooks, stationery, photocopying, other materials, etc
- adhere to the rules and policies of QUT as outlined in the [QUT Student Charter](#)
- meet with their high school START QUT coordinator/Guidance Officer regularly to discuss progress
- to follow the correct withdrawal procedure if they wish to withdraw from the program
- take into consideration the extra study and travel time required to undertake their START QUT units and acknowledge that they have the ability to commit to this

Schools

The school agrees to:

- nominate students who have the ability, motivation and basic knowledge to successfully undertake the program including displaying grades of a B average or above
- reject any student's application where they feel the student will be better off by concentrating on their year 12 studies
- provide appropriate support to the student including counselling and academic support
- nominate a START QUT coordinator/mentor who will provide care and support for the students enrolled in the program, meet with students regularly to monitor their progress and identify any problems and report them to the University
- the START QUT coordinator/mentor needs to attend the appropriate session of the START QUT student orientation day
- notify the School Liaison Officer at QUT in writing of any student withdrawal

Parents/Guardians

The parents/guardians agree to:

- support the student in their involvement in the program
- to raise any concerns over the student's progress with their school's START QUT coordinator/guidance counsellor

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University

The responsibilities of the University fall under three different areas: the University itself, the individual faculties and the Student Recruitment and Promotions team who look after the program.

The University agrees to:

- cover the costs of the student's tuition fees
- offer guaranteed entry to the selected QUT degree programs upon successful completion of two START QUT courses where the student has successfully completed a Queensland Certificate of Education, NSW High School Certificate, International Baccalaureate and/or Accelerated Christian Education (or equivalent)
- provide the student with the rights, privileges and responsibilities granted to other University students as outlined in the [QUT Student Charter](#)
- provide feedback to the school about student progress and results
- provide a copy of the student's academic record to the school
- grant academic credit for a successfully completed course if the student subsequently enrolls in a related QUT degree
- issue students with a grade at the end of semester which will become part of their official academic record at QUT. This grade will be reported to the students' school and the Queensland Studies Authority (QSA) to be recorded on the student's Queensland Certificate of Education (QCE).

The Faculties agree to:

- provide a START QUT contact who will act as a point of call for students who have questions or problems with their START QUT unit/s
- provide support for the START QUT students through the monitoring of students' progress
- inform all unit coordinators and lecturers/tutors who have START QUT students in their subjects
- look after students' best interests by not allowing students who fail a semester one START QUT unit to continue with the program in semester 2
- provide timetabling preference where available to START QUT students

The Student Recruitment and Promotions team agrees to:

- act as a point of call for START QUT coordinators/guidance officers, other school contacts, students or parents who have questions about areas of study or course content
- act as a point of call for START QUT coordinators/guidance officers who have concerns regarding student enrolments and progress
- conduct an orientation day for START QUT students
- to keep the START QUT Blackboard site maintained with the most up-to-date information available
- inform schools of the list of accepted students so that schools can confirm their enrolment
- provide START QUT students and faculty contacts information on program updates and student support services through the START QUT eNews newsletter once a semester
- maintain and regularly update the QUT Virtual START QUT Blackboard site
- conduct START QUT school visits with interested Year 11 students