Guidance Officers are employed by the Department of Education and Training. They work directly with students, their teachers, parents and other professionals. Guidance Officers are registered teachers with appropriate post graduate qualifications in career and personal counselling.

Guidance Officers can help students in several different areas:

**Personal Life:**
Guidance Officers can help students with relationship concerns they may be experiencing with friends, family and others. They may also be able to help with problems such as self-worth, self-harm, anxiety and depression. If these problems are more complex, the guidance officer can assist in accessing other support services while remaining a support for the student at school.

**Academic Life:**
Guidance Officers help students with their study program, assisting in choosing school subjects and providing strategies for improving study skills, managing time and preparing for exams. In some cases they help assess individual student's educational needs. They also consult with students about alternative pathways for learning outside of school.

**Work Life:**
Guidance Officers provide career counselling for students. This involves helping students to discover their career self and find the opportunities and occupations that match. This could involve either a vocational or tertiary pathway. The Guidance Officer also helps with applications for tertiary study while the pathways officer can help with job, traineeship and apprenticeship applications.

There are two Guidance Officers at Rosedale State School: P-12 Campus. Their office is located in the Administration Building and appointments can be made through the main office counter.
Career development is the process of managing learning, work and leisure throughout your life. It starts with you getting to know yourself and then matching your interests, aspirations and skills with options for study and work. You can develop your skills and discover career opportunities through:

- paid work
- unpaid work experience
- Volunteering
- education
- hobbies and/or
- cultural activities

Some simple steps can be undertaken by you such as listing your: goals; likes and dislikes; strengths and weaknesses; interests and passions, and; careers that interest you. The following links will help you explore and find out more about these specifically for you.

**Career Exploration**

**Job Guide**

The Job Guide provides an in-depth look at a range of occupations and their education and training pathways.

**My Future**

This is a national career information and exploration service that provides information on careers, occupations and career paths. You can also undertake a careers interest test.

http://myfuture.edu.au/

**Real Life Career Interview Videos**

aLife provide a massive range of interview with workers at their work site doing the job e.g., Harley Davidson 1st year motorbike mechanic, counsellor, boat builder, engineer, bus driver, computer technician.....

http://www.alife.net.au/

**Tertiary Pathway**

**Open Days, Expos and Career Markets**

Open Days, Expos & Career Markets
Applying to University

The Queensland Tertiary Admissions Centre (QTAC) processes applications for the majority of undergraduate courses at Queensland universities, for medicine at Bond University, applications to the Australian Maritime College in Tasmania and to some courses at universities in Northern NSW, TAFE Qld and the Southbank Institute of Technology.

Applications for interstate Universities are made through the appropriate state admission centres. Each application is unique and it is therefore advisable to see a Guidance Officer before applying for tertiary courses.

<table>
<thead>
<tr>
<th>Queensland Tertiary Admissions Centre</th>
<th>QTAC</th>
</tr>
</thead>
<tbody>
<tr>
<td>New South Wales and ACT - University Admissions Centre</td>
<td>UAC</td>
</tr>
<tr>
<td>Victorian Tertiary Admissions Centre</td>
<td>VTAC</td>
</tr>
<tr>
<td>South Australian Tertiary Admissions Centre, including the Northern Territory</td>
<td>SATAC</td>
</tr>
<tr>
<td>Western Australia - Tertiary Institutions Service Centre</td>
<td>TISC</td>
</tr>
</tbody>
</table>
Please note that some private providers have a different application process and students need to contact the individual colleges for further advice.

Queensland and Northern NSW universities and colleges that use QTAC

- Australian Catholic University National
- Australian College of Natural Medicine
- Australian Maritime College
- Bond University
- Central Queensland University
- Christian Heritage College
- Griffith University
- James Cook University
- QANTM
- Queensland Institute of Business & Technology
- Queensland University of Technology
- SAE Institute
- Southern Cross University
- TAFE Queensland
- The University of New England
- The University of Queensland
- University of Southern Queensland
University of the Sunshine Coast

Queensland Tertiary Admission Centre (QTAC) Key Dates

QTAC Key Dates

UMAT

The Undergraduate Medical and Health Sciences Admission Test (UMAT) is developed by the Australian Council for Educational Research (ACER) on behalf of the UMAT Consortium universities. The test is used specifically to assist with the selection of students into the medicine, dentistry and health science degree programs at undergraduate level at the universities listed on the UMAT website.

UMAT scores can be used for admission to any of the UMAT Consortium universities ONLY in the year following the test. More information can be found at the UMAT website: http://umatweb.acer.edu.au.

The Australian Defence Forces

The Australian Defence Force Academy

Accommodation

Types of Accommodation:

Residential Colleges:

Normally provide: a single bedroom; study desk; wardrobe; private / shared bathroom; shared common room; meals; weekly room cleaning; utilities (electricity; internet access); and, regular organised social, sporting and cultural activities. Costs per university week can be $320 - 500.

Agent operated student accommodation:

Organised through a real estate agent, this accommodation type usually provides a lockable bedroom; a shared kitchen; a shared bathroom; living areas; and utilities. Rent is typically $150 – 200 per week.

Privately organised accommodation:

Organise your own accommodation by either finding a room in shared accommodation (usually through online listings); or, renting a place yourself, finding people to move in with you. You will have to negotiate the costs including bond, rent and utility bills. Rent is typically $150 – 200 per week.

Student Guilds:

Many university Student Guilds (union) offer accommodation assistance.

Accommodation Contacts

Brisbane

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cromwell College</td>
<td>Walcott Street, St Lucia</td>
<td>Ph.: 3377 1300 E-mail: <a href="mailto:stay@cromwell.uq.edu.au">stay@cromwell.uq.edu.au</a></td>
</tr>
<tr>
<td>Duchesne College</td>
<td>College Road, St Lucia</td>
<td>Ph.: 3377 2333 E-mail: <a href="mailto:duchesne.college@duchesne.uq.edu.au">duchesne.college@duchesne.uq.edu.au</a></td>
</tr>
<tr>
<td>College</td>
<td>Address</td>
<td>Ph.:</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>----------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td><strong>Emmanuel College</strong></td>
<td>Sir William MacGregor Drive, St Lucia</td>
<td>3871 9100</td>
</tr>
<tr>
<td><strong>Grace College</strong></td>
<td>Walcott Street, St Lucia</td>
<td>3842 4000</td>
</tr>
<tr>
<td><strong>Griffith University Mt Gravatt Campus</strong></td>
<td>Lowana (M05), Campus Life, Griffith University, Mt Gravatt Campus</td>
<td>3735 5697</td>
</tr>
<tr>
<td><strong>Griffith University Nathan Campus</strong></td>
<td>Level 1, Hub Building (N11), Campus Life, Griffith University, Kessels Road, Nathan</td>
<td>3735 7889</td>
</tr>
<tr>
<td><strong>International House</strong></td>
<td>5 Rock Street, St Lucia</td>
<td>3721 2480</td>
</tr>
<tr>
<td><strong>Kelvin Grove Student Village</strong></td>
<td>Victoria Park Rd, Kelvin Grove</td>
<td>3236 9013</td>
</tr>
<tr>
<td><strong>King's College</strong></td>
<td>72 Upland Road, St Lucia</td>
<td>3871 9600</td>
</tr>
<tr>
<td><strong>Raymont Lodge</strong></td>
<td>60 Bayliss Street, Auchenflower</td>
<td>1300 822753</td>
</tr>
<tr>
<td><strong>St John's College</strong></td>
<td>College Road, St Lucia</td>
<td>3842 6600</td>
</tr>
<tr>
<td><strong>St Leo's College</strong></td>
<td>College Road, St Lucia</td>
<td>3878 0600</td>
</tr>
<tr>
<td>The Women's College</td>
<td>College Road, St Lucia</td>
<td>Ph.: 3377 4500</td>
</tr>
<tr>
<td>------------------------------</td>
<td>------------------------</td>
<td>------------------------------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:administration@womens.uq.edu.au">administration@womens.uq.edu.au</a></td>
</tr>
<tr>
<td>Toowong Student Residence</td>
<td>15 Jephson Street, Toowong</td>
<td>Ph.: 3371 1966</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:toowongstudentresidence@ymail.com">toowongstudentresidence@ymail.com</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Website:</td>
</tr>
<tr>
<td>UniLodge</td>
<td>108 Margaret Street, Brisbane</td>
<td>Ph.: 3295 3500</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:brisbane@unilodge.com.au">brisbane@unilodge.com.au</a></td>
</tr>
<tr>
<td>Union College</td>
<td>Upland Road, St Lucia</td>
<td>Ph.: 3377 1500</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:union.college@uq.edu.au">union.college@uq.edu.au</a></td>
</tr>
<tr>
<td>Urbanest</td>
<td>60 Tribune Street, Southbank</td>
<td>Phone: 3844 1499 / 1800 260 801</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:southbank@urbanest.com.au">southbank@urbanest.com.au</a></td>
</tr>
<tr>
<td>Uniresort</td>
<td>80 Tryon Street, Brisbane</td>
<td>Ph.: 3457 5588</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:uniresort@uniresort.com.au">uniresort@uniresort.com.au</a></td>
</tr>
</tbody>
</table>

Bundaberg

<table>
<thead>
<tr>
<th>CQUniversity Accommodation Links</th>
<th>Bundaberg Area</th>
<th>Ph: 13 CQU (13 2786)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CQUUni Student Association</td>
<td>Bundaberg Area</td>
<td>Ph: (07) 41507013</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:bundaberg-advocacy@cqu.edu.au">bundaberg-advocacy@cqu.edu.au</a></td>
</tr>
</tbody>
</table>

Cairns
<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Ph.:</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cairns Student Lodge</strong></td>
<td>10 – 24 Faculty Close, Smithfield, Cairns</td>
<td>4057 1111</td>
<td><a href="mailto:info@studentlodge.com.au">info@studentlodge.com.au</a></td>
</tr>
<tr>
<td><strong>Gold Coast</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bond University On-Campus</td>
<td>14 University Drive, Robina</td>
<td>55954194</td>
<td><a href="mailto:student_residences@bond.edu.au">student_residences@bond.edu.au</a></td>
</tr>
<tr>
<td>Griffith University Village</td>
<td>96 Edmund Rice Drive, Southport</td>
<td>5631 4628</td>
<td><a href="mailto:info@griffithuv.com.au">info@griffithuv.com.au</a></td>
</tr>
<tr>
<td><strong>Springfield</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential Village</td>
<td>Level 10 Springfield Tower, 145 Sinnathamby</td>
<td>3171 4900</td>
<td><a href="mailto:codie@auspm.com">codie@auspm.com</a> (Manager, Codie-Lee Reid)</td>
</tr>
<tr>
<td></td>
<td>Boulevard, Springfield Central</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Ipswich</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UQ Student Housing Ipswich</td>
<td>191 Warwick Road, Churchill</td>
<td>0412 588 133</td>
<td><a href="mailto:info@accommodation.uq.edu.au">info@accommodation.uq.edu.au</a></td>
</tr>
<tr>
<td><strong>Toowoomba</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concannon, McGregor &amp; Steele</td>
<td>Baker Street, West</td>
<td>46312650</td>
<td><a href="mailto:accommodation.officer@usq.edu.au">accommodation.officer@usq.edu.au</a></td>
</tr>
<tr>
<td>Rudd College</td>
<td>Toowoomba</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Location</td>
<td>Accommodation Type</td>
<td>Address</td>
<td>Phone</td>
</tr>
<tr>
<td>------------------</td>
<td>------------------------------------------------------</td>
<td>---------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Rockhampton</td>
<td>CQU Rockhampton Student Residence</td>
<td>554 – 700 Yaamba Road, North Rockhampton QLD 4701</td>
<td>4930 9766</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mackay</td>
<td>CQU Mackay Student Residence</td>
<td>PO Box 5606, Mackay Mail Centre, Mackay QLD 4741</td>
<td>4940 7426</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Townsville</td>
<td>JCU Townville On-Campus College</td>
<td>1 James Cook Drive, Townsville City</td>
<td>47814148</td>
</tr>
<tr>
<td></td>
<td>Indigenous Youth Mobility Program Hostels</td>
<td>7 Warilli Street, Aitkenvale and 14 Welsh Street, Rosslea</td>
<td>4723 9055</td>
</tr>
<tr>
<td></td>
<td>Aboriginal Hostels Limited</td>
<td>261 – 269 Sturt Street, Townsville</td>
<td>4772 3649</td>
</tr>
</tbody>
</table>
Financial Assistance

Department of Human Services

This website also links into Centrelink, Child Support, Students and trainees........


HECS/Fee-Help

This provides information for students about Australian Government assistance for financing future study. The Government administers the Higher Education Loan Program (HELP) which consists of five HELP loans schemes to assist students with the cost of their fees. There is also information about scholarships.


Scholarships

Scholarships

Vocational Pathway

Vocational Education and Training (VET) refers to education and training that focuses on delivering skills and knowledge required for specific industries. It is a learning option for young people in the senior phase of learning. About one third of Australia’s senior secondary students are enrolled in a VET in Schools course.
Participating in VET can:

- provide credit points towards the attainment of a Queensland Certificate of Education, and/or the attainment of a nationally recognised VET qualification
- support young people’s transitions to employment, vocational and higher education pathways [http://www.aqf.edu.au/](http://www.aqf.edu.au/)

Other benefits of participating in VET include (but not limited to):

- obtaining practical experience from work
- gaining familiarity on how workplaces operate
- developing employability skills
- developing and improving interpersonal skills
- allowing students to explore the potential career path they would like to pursue.

Young people can access VET in a number of ways including:

- through their school being a Registered Training Organisation
- at another Registered Training Organisation
- or through a [School-Based Apprenticeship or Traineeship](http://www.tafe.qld.gov.au/)
Open Days, Expos and Career Markets

Vocational Education and Training Pathways

- Accommodation & Food Services Industry
- Administration & Support Services Industry
- Agriculture College
- Agriculture Forestry & Fishing Industry
- Art & Recreation Services Industry
- Construction Industry
- Defence Force
- Education & Training Industry
- Electricity Gas Water Waste Water Services Industry
- Emergency Services and Safety
- Financial Insurance Services Industry
- Health Care Social Assistance Industry
- Information Media & Telecommunications Industry
- Manufacturing Industry
- Mining Industry
- Other Services Industry
- Police
• Professional Scientific Technical Skills Industry
• Public Administration Safety Industry
• Rental Hiring Real Estate Industry
• Retail Trade Industry
• Transport Postal Warehousing Industry
• Wholesale Trade Industry

Other useful links

Job Guide


Department of Education Training & Employment

http://education.qld.gov.au/students/placement/vet/

Queensland TAFE

This site shows all the TAFE courses in Queensland and you can look up Wide Bay TAFE


Australian Qualifications Framework
http://www.aqf.edu.au/

Australian Apprenticeships

If you are thinking of undertaking an apprenticeship or traineeship the following websites will be useful:


Australian Apprenticeship Training Information Service

Skills Info

Financial Assistance

Department of Human Services

This website also links to Centrelink, Child Support, Students and trainees........


Vocational Education and Training/Fee-Help

This provides information for students about Australian Government assistance for financing future study. There is also information about scholarships.

Education

Learning Account

Student Connect

Learning Account, OP and QCE Results.


Queensland Certificate of Education (QCE)

QCE

Queensland Certificate of Individual Achievement (QCIA)

QCIA
Study Skills

Learning Laboratory
Tutorials on mind mapping, note taking, reading skills and exam preparation.
http://emedia.rmit.edu.au/learninglab/content/study-skills

Education Atlas
There is a section on Study Skills.
http://educationatlas.com/study-skills.html

Emotional Well-Being

If you are in an emergency or there is immediate risk of harm to yourself or others contact emergency services on OOO. If you need to talk to someone phone Kids Helpline 1800 55 1800, Youth Beyond Blue 1300 22 4636, Life Line 131114 or to chat online contact eheadspace: www.eheadspace.org.au.

Kids Helpline
Bullying

Bullying is a pattern of repeated physical, verbal, psychological or social aggression that is directed towards a specific person by someone with more power and is intended to cause harm, distress and/or create fear. Click here for more information What is bullying? Bullying can happen anywhere, at school, at home, at work, in online social spaces, via text messaging or email.

If you feel that you are being bullied you can do one or a number of the following:

- Talk to your parent/guardian
- Talk to a teacher
- Talk to someone in the school administration
- See someone at Student Services
- See the websites below
Bullying No Way


Take a Stand Together


Cyber Bullying Cyber Smart