

STEPS GUIDE

SKILLS FOR TERTIARY EDUCATION
PREPARATORY STUDIES



2024

BE WHAT YOU WANT TO BE

cqu.edu.au

TAKE YOUR FIRST STEP

If you're looking for a pathway into university and you'd like to develop your study skills and confidence, then CQUniversity's Skills for Tertiary Education Preparatory Studies (STEPS) is for you.

WHY CHOOSE CQU

CQUniversity understands that everyone's circumstances are different, and we are committed to making study fit with your personal commitments and learning style. We give you the flexibility to study when and where it suits you by offering options to study full or part time, on campus or online, with many courses offering the option of fast tracking your degree by studying during Term 3.

Our strengths in graduate employment rates and starting salaries, student support and overall student experience have seen us awarded five-star ratings in these categories by The Good Universities Guide 2024.

Whether you're just finishing school or thinking of taking up a new challenge, CQUniversity helps you be what you want to be.

WHY CHOOSE STEPS

STEPS provides you with the confidence, knowledge and skills needed to begin a university degree. You will have the support of an Access Coordinator and a committed team of STEPS staff members who will guide you through the course. You will learn to access CQUniversity's online learning systems and make contact with other STEPS students, giving you the opportunity to discuss topics and make new friends.



CQUniversity recognises and acknowledges the important role First Nations peoples make to our communities and values Indigenous knowledge systems as an integral part of our teachings.

People and Meeting Places, Billabong Camp

ELIGIBILITY

To be eligible for STEPS, you must:

- » be 18 years-of-age, or older, in the year of enrolment (you can apply at 17 years-of-age, but must turn 18 years-of-age within an academic year of enrolment.)
- » be an Australian citizen, a New Zealand citizen, a permanent resident or a holder of a humanitarian visa; and
- » reside in Australia.

STEPS is designed for students who do not already hold a university degree. If you already hold a university degree, please email steps-admin@cqu.edu.au to discuss your study options.

LOCATIONS

STEPS can be studied online from anywhere in Australia or on campus¹ at:

- » Brisbane
- » Bundaberg
- » Cairns
- » Gladstone Marina
- » Mackay Ooralea
- » Rockhampton North
- » Townsville
- » Geraldton Universities Centre².

AVAILABILITY

Term 1 (on campus and online)

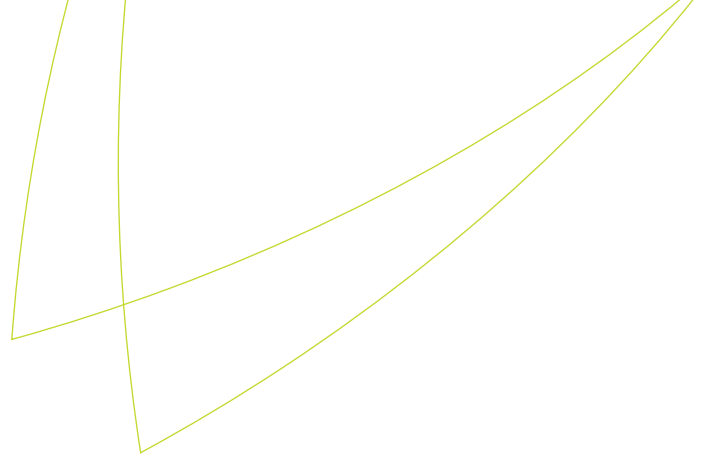
Term 2 (on campus and online)

Term 3 (online only)

See back cover for University term dates.

¹ On-campus availability of some units may depend on the unit and on-campus enrolments. All units are available online.

² The Geraldton Universities Centre supports the on-campus delivery of the CQUniversity STEPS course to students.



DURATION

The course takes between one and six terms to complete, with two terms being average. Each term is approximately four months in duration. Completion time depends on the your individual circumstances, the time you have available for study, and the requirements of the undergraduate course you wish to enter.

STEPS UNITS

STEPS students are required to complete one core unit and several electives. The electives you will take will depend on your individual circumstances and the course you want to study after completing STEPS.

Most students complete between two and five electives.

CORE UNIT

SKIL40025 - Preparation Skills for University

ELECTIVE UNITS

LNGE40049 - Essay Writing for University

MATH40237 - Fundamental Mathematics for University

MATH40228 - Intermediate Mathematics for University

MATH40252 - Technical Mathematics for University

COIT40206 - Computing Skills for University

PHYS40110 - Introductory Physics

BIOL40108 - Introductory Biology

CHEM40079 - Introductory Chemistry

EDED40351 - Culture and Learning

INDG40015 - Indigenous Australians and Education

INDG40016 - Indigenous Australians and Health

FIRST NATIONS STEPS UNITS

Whether you're a First Nations student or interested in broadening your skills and understanding of First Nations history and culture, our suite of dedicated units can help you achieve your study goals. Plus, you'll develop a variety of tools to make respectful decisions and foster meaningful relationships throughout your learning and career. Our First Nations STEPS units are:

- » EDED40351 - Culture and Learning
- » INDG40015 - Indigenous Australians and Education
- » INDG40016 - Indigenous Australians and Health.

COMPLEMENT YOUR UNIVERSITY DEGREE

If you are currently enrolled in a CQUniversity coursework degree, you can enrol in individual STEPS units to upskill in any areas of need. Simply submit a STEPS application, and a STEPS Access Coordinator will contact you to discuss your current or planned course load as well as your particular upskilling needs before creating an individual study plan with you.





'STEPS was a great starting point for me as a mature student. There is a lot of support at the University and the Indigenous Support team have a lot to offer from assistance with books to tutoring.'

Tara Hansen

STEPS AND BACHELOR OF LAWS

COSTS

STEPS is FREE of tuition fees; however, there are minimal costs associated with textbooks, stationery, photocopying and printing.

FINANCIAL ASSISTANCE

STEPS is a Centrelink-approved course. You may be eligible for various forms of financial support while undertaking the course. For more information visit servicessaustralia.gov.au/education.

As a STEPS graduate you can apply for scholarships to assist with the financial cost of study.

For more information about scholarships visit cqu.edu.au/scholarships.

STUDY AFTER STEPS

Upon successful completion of STEPS, you can apply for entry to a CQUniversity higher education diploma or degree course through the CQUniversity direct entry

process (for those courses where direct entry is available). Alternatively, you can apply through the Queensland Tertiary Admissions Centre (QTAC) or other state-based university admission centres for courses at CQUniversity or other institutions.

HOW TO APPLY

Get started with a simple application process.

1. Complete your application online via cqu.edu.au/handbook. Search 'STEPS' and select 'Apply Now'.
2. Book an appointment with a STEPS Access Coordinator, who will set up a study plan to help you achieve your goals.

Our team is here to help you every step of the way, from enquiry through to completing the program. For more information or guidance, please see the Contact Us details on the back of this guide.





DEDICATED SUPPORT FOR FIRST NATIONS STUDENTS

If you're a First Nations student, CQUniversity's STEPS program offers more than a pathway to university study. We're also here to make you feel welcome, safe, supported and culturally connected.

Join thousands of First Nations people who've changed their lives and helped their communities by studying or training with us.

DEDICATED SUPPORT

As an Aboriginal and/or Torres Strait Islander student, you will be supported by our Indigenous Student Engagement team who can provide you with information on resources including computers, printing, study rooms, scholarships, referrals and various other services available throughout your studies.

DARE TO BE DEADLY

The Dare to be Deadly (D2BD) student journey is a program that engages with CQU Aboriginal and Torres Strait Islander students to ensure you are prepared for your studies by connecting you with the services and tools to be a Deadly student.

FREE TUTORING

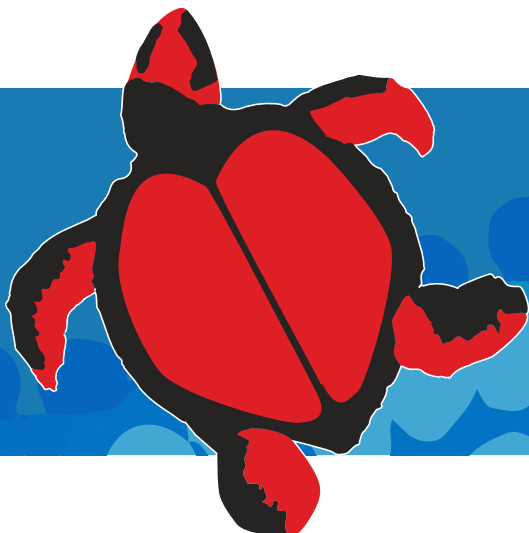
You can benefit from the Indigenous Tutorial Assistance Program, which provides free tutorial assistance to First Nations students both in STEPS and any other degree. For more information about free tutoring please email ias@cqu.edu.au or current students can visit MyCQU.

CULTURAL ADVOCACY

The Indigenous Student Engagement (ISE) team provide cultural advocacy for all First Nations' students to ensure a culturally-safe and culturally-appropriate learning environment.

If you have questions about studying, it can help to talk with one of our friendly Indigenous Student Engagement Officers.

Yarn with us
indigenous@cqu.edu.au
07 4930 9250





IMPORTANT DATES

2024 UNIVERSITY TERM DATES

TERM 1: Monday, 4 March – Friday, 31 May

TERM 2: Monday, 8 July – Friday, 4 October

TERM 3: Monday, 4 November 2024 –
Friday, 7 February 2025

2024 STEPS INFORMATION SESSIONS

Information sessions are held online before the beginning of each term.

Wednesday, 31 January

Wednesday, 1 May

Wednesday, 5 June

Wednesday, 2 October

2024 STEPS APPLICATION DUE DATES

Please submit your application for STEPS by the relevant application due date outlined below.

TERM 1: Monday, 6 February

TERM 2: Monday, 12 June

TERM 3: Monday, 9 October

CONTACT US

Visit our website cqu.edu.au/steps or email steps-admin@cqu.edu.au

Domestic Students

13 27 86 (within Australia)

+61 7 4930 9000 (outside Australia)

International Students

+61 3 9616 0606

REGISTER YOUR INTEREST

Scan this QR code to sign up to receive updates and reminders about timelines in the STEPS application process.



**TAFE AND
UNIVERSITY
QUALIFICATIONS**



CQUniversity Australia is committed to operating sustainably to reduce our adverse impact on the environment.

All CQUniversity course guides and brochures can be found on our website.

