University of Melbourne Doctor of Optometry

Admissions Guide 2020

Applications are open to all applicants who have GAMSAT and who have completed or are completing an undergraduate degree during 2019.

Application Dates:
Applications for domestic students open on 30 April 2019 and close on 31 July 2019 at 5pm AEST / 3pm AWST

NO LATE APPLICATIONS ACCEPTED - Please note the closing time is 5pm AEST / 3pm AWST
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## Timeline – 2019 for 2020 Intake

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<th>APRIL 2019</th>
<th>MAY 2019</th>
<th>JUNE 2019</th>
</tr>
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<tbody>
<tr>
<td>23 March – Sit GAMSAT</td>
<td>30 April – Doctor of Optometry Applications open</td>
<td>31 May - Guaranteed Entry Applications close</td>
<td></td>
</tr>
</tbody>
</table>

**Order academic transcripts for all study at non-ARTS universities. A list of ARTS institutions is in Appendix A of this Guide.**

<table>
<thead>
<tr>
<th>JULY 2019</th>
<th>AUGUST 2019</th>
<th>SEPTEMBER 2019</th>
<th>OCTOBER 2019</th>
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<tbody>
<tr>
<td>31 July – Applications close. University of Melbourne Graduate Access Melbourne Applications close</td>
<td>9 August – Deadline to post original transcripts from non-ARTS institutions (including any 1st Semester, 2019 results and 2nd Semester enrolled subjects) to GEMSAS, in support of applications. (Excludes transcripts for any study at ARTS institutions)</td>
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<tr>
<th>NOVEMBER 2019</th>
<th>DECEMBER 2019</th>
<th>JANUARY 2020</th>
<th>FEBRUARY 2020</th>
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<tr>
<td>Early November – Offers are due to be released.</td>
<td>13 December Deadline to upload transcripts online as instructed in offer letters including 2019 final results and any single subject prerequisite studies for applicants with conditional offers.</td>
<td>Waitlisted and unsuccessful applicants will hear back by end of January.</td>
<td></td>
</tr>
</tbody>
</table>
Contact Details

GENERAL ENQUIRIES

GEMSAS (for all general application and processing enquiries)
E: info@gemsas.edu.au
W: www.gemsas.edu.au

ACER (for GAMSAT enquiries only)
E: gamsat@acer.org
W: https://gamsat.acer.org/

The University of Melbourne
https://study.unimelb.edu.au/find/courses/graduate/doctor-of-optometry/
Medicine, Dentistry and Health Sciences Health Hub
T: (03) 8344 5890
E: study-health@unimelb.edu.au
W: https://study.unimelb.edu.au/find/courses/graduate/doctor-of-optometry/

How GEMSAS will contact you

Email will be the primary means of contact between GEMSAS and applicants.

It is essential that you provide a current email address which will be valid from April 2019 to February 2020 and that you regularly check your emails, including your junk or spam folders.

Some email messages may not be accepted or may be flagged as spam by some email providers (e.g. Hotmail or Yahoo).

Applicants are advised to provide an email address other than their current university address (unless it will be available until February 2020), Hotmail or Yahoo email addresses.

Neither GEMSAS nor the University of Melbourne will be held responsible for undeliverable or unread email communication.

Should you need to change your email or postal address, please email the change to info@gemsas.edu.au
Admission policies

Offers
Successful applicants will be given a firm date by which to accept an offer of a place and offers not accepted according to the school’s instructions by that date will lapse.

*Commonwealth Supported Places (CSPs) are offered on the basis of academic merit. If an applicant declines an offer of a Domestic Full Fee Place, or allows the offer to lapse, they will not be considered for a Commonwealth Supported Place.*

Deferral
Deferral of a place is not permitted.

Exclusion
An applicant who has been excluded from any university must indicate this when they apply. The school may contact applicants for further detail.

Admission irregularities
Applicants should be aware that the presentation of forged documents is a criminal offence in Australia and that the university may take appropriate action against such cases. Applicants who submit fraudulent documents or otherwise seek to gain an advantage by fraudulent means may be banned from future applications through GEMSAS.

All tertiary study must be declared in the application. For the purpose of university admission, the withholding of information and the submission of incorrect or misleading information are deemed fraudulent. Action taken in such cases may include cancellation of an application for admission, withdrawal of an offer of admission, or cancellation of an enrolment.

Only your first submitted application will be processed, regardless of which application has been paid for.

*If you have been offered a place in another course and you intend to accept that place, then please be considerate of fellow applicants and withdraw your application as soon as possible.*

Advanced Standing (credit transfer)
Successful applicants with relevant prior study or professional practice may be granted up to 200 points of credit towards the Doctor of Optometry as follows:

- 100 points of credit will normally be granted to applicants with an undergraduate degree with a major in optometry or vision science, or equivalent;
- 200 points of credit will normally be granted to applicants who are registered as an optometrist with the Optometry Board of Australia and have at least three years of documented clinical practice as a registered optometrist within the last ten years
Application Process

GEMSAS and the University of Melbourne make every effort to ensure the accuracy of information provided in this Admission Guide at the time of publication. Applicants must consult the university website for more detailed and specific information and for updates.

There are three components of the application process:

1. **GAMSAT** ([www.gamsat.acer.edu.au](http://www.gamsat.acer.edu.au))

All applicants for Commonwealth Supported Places and Domestic Fee places in the University of Melbourne’s Doctor of Optometry (i.e. citizens/permanent residents/permanent humanitarian visa holders of Australia and citizens of New Zealand) must have a current score on the Graduate Australian Medical School Admissions Test (GAMSAT).

GAMSAT results are valid for two years: i.e. if you sat the March test in 2019 you may use the results obtained to apply for a graduate entry course commencing in 2020 and/or 2021. If you sat the September test in 2019 you may use the results obtained to apply for a graduate entry course commencing in 2021 and/or 2022.

Helpful information can be found on the GAMSAT website that shows the validity of all the GAMSAT tests. [https://gamsat.acer.org/results/currency-of-results](https://gamsat.acer.org/results/currency-of-results)

The Doctor of Optometry uses the GAMSAT Overall Score. When deciding whether or not to submit an application, you are advised to make sure that your GAMSAT scores fall within the acceptable ranges for the University of Melbourne’s Doctor of Optometry. Please note that these ranges vary according to the pool of applicants and their competitiveness for that selection period.

You can evaluate your standing in relation to other candidates who sat GAMSAT in the same year as you did, by consulting the chart included with your Statement of Results. Please note that neither GEMSAS nor ACER staff have the authority to review individual transcripts or GAMSAT results or to offer advice on the likelihood of selection.

Registration for the GAMSAT and application for admission to the Doctor of Optometry are separate processes.

2. **Application**

All applicants for Commonwealth Supported Places and other domestic places (i.e. citizens/permanent residents of Australia and citizens of New Zealand) must apply through GEMSAS (eligible Indigenous Australian applicants may apply directly, please refer to page 20 for more information).

*Please note any other direct domestic applications made through the University of Melbourne’s online system will not be accepted and these applications will be withdrawn. Please ensure you apply through GEMSAS and follow the application process on page 12.*

Doctor of Optometry candidates are responsible for determining their eligibility to apply. Applicants are selected for offer of a place based on the following criteria:

- Performance in GAMSAT;
- Performance in a qualifying degree (as indicated by WAM);
- Successful completion of approved prerequisite subjects.
Supporting documentation

If you studied at an ARTS institution (see Appendix A of this Guide), you do NOT need to send any academic transcripts for that study. For all study at non-ARTS institutions, original transcripts will be required, however if you have applied in 2019 through GEMSAS for Medicine or Dentistry courses and have sent original transcripts in support of those applications, then you don’t need to send any further transcripts.

When you submit and pay for your Application, an Education Coversheet will be generated. You must print and attach the coversheet as directed to the original transcripts you are submitting.

There are different deadlines for sending Academic Transcripts dependent on the completion date of your Undergraduate Degree or receipt of a conditional offer.

If you haven’t already supplied your original academic transcript(s) (and separate grading schemes if they are not included on the reverse of your transcript), then please do so as soon as possible after submitting and paying for your application or completing your study. Your transcripts must be posted no later than the deadlines below:

Applications at non-ARTS institutions. Send your coversheet and transcript(s), for all non-ARTS study, posted no later than 10 August 2019. All applicants who intend to post documentation, please use a postal service that will ensure that we receive your documentation within 5-7 days, e.g. via Airmail or a courier service.

Conditional offer:

If you have been made a conditional offer and have completed an undergraduate degree or any single subject prerequisite studies in 2019, upload transcripts to the University of Melbourne online by 13 December 2019. Any student who has accepted a conditional offer but cannot provide transcripts by this date is encouraged to contact the faculty of Medicine, Dentistry and Health Sciences.

If you experience difficulty supplying any of the required documentation by the due date, you must contact the faculty as soon as possible (prior to the due date) at mdhs-gradcw-admissions@unimelb.edu.au

Note that transcripts from non-ARTS institutions will be required for all Bachelor and/or Honours study and you must also include exchange study and study for which you may have received credit towards another degree. Any qualification undertaken in a language other than English must be documented by a certified copy of the original transcript, accompanied by an officially translated original (by a NAATI translator), in English. Processing for Optometry includes retrieving results electronically through ARTS.

Transcripts will be returned at no cost to the applicant for regular sized domestic mail. A paid premium service is available if you wish to have your transcripts couriered domestically or internationally. Please see coversheets for details.
Bachelor degree
All applicants must have completed, or be in the final year, of a Bachelor or Honours degree. Undergraduate Australian degrees must be from a Commonwealth-accredited institution (see http://www.teqsa.gov.au/national-register). Overseas degrees must be recognised by the Australian Department of Education and Training Qualifications Recognition Policy Unit (previously AEI-NOOSR) as equivalent to an Australian Bachelor degree. Your qualifications will be assessed for equivalency as part of your application process.
Please do not contact the Australian Department of Education and Training Qualifications Recognition Policy Unit for assessment of your degree.

For those in the final year of study, satisfactory completion of the degree in 2019 will be a condition of entry. Note that if you cannot complete and provide evidence of completion of your degree in the 2019 calendar year, any offer you have received that is conditional upon completion of your current degree may be withdrawn. A qualifying degree is defined as an Honours degree or a bachelor degree of at least three years’ duration when studied full-time, or equivalent, from a recognised university.

Applicants enrolled in a two-year degree or one-year conversion degree may only apply after completion of the degree. Those who have completed a higher degree without a prior Bachelor degree should consult the Faculty of Medicine, Dentistry and Health Sciences to ascertain eligibility.

Weighted Average Mark (WAM)
GEMSAS will calculate a Weighted Average Mark (WAM) from electronic copies of academic transcripts (from ARTS institutions) or paper transcripts. Original hard-copy transcripts will be needed if you have completed your degree or any part of your qualifying degree at an overseas university or any university not included in the list of ARTS institutions in Appendix A.

You may wish to calculate your WAM according to the instructions on the ‘How to Calculate Your WAM’ section below. Applicants whose degrees were completed outside Australia and New Zealand will not be able to calculate a WAM for themselves. Please note that any WAM calculated by an applicant will be an estimated WAM and used only for the information of the applicant.

The WAM indicates the level of performance in the qualifying degree. It should be emphasised that a science major is not a prerequisite, and that academic excellence in other areas, such as the humanities and social sciences, is encouraged and recognised.

How to calculate your WAM
A minimum WAM or GAMSAT has not been set for the Doctor of Optometry (OD).

Applicants’ Ranking Scores are based on the weighted WAM and the GAMSAT score – where the WAM is weighted 2/3 and the GAMSAT 1/3. Applicants are ranked based on this Ranking Score.

As a result of using this method there are no discrete cut-off marks for either WAM or GAMSAT.
The Weighted Average Mark (WAM) will be measured by considering the final two years (or full-time study equivalent to 200 points) of their completed tertiary qualifications. Students who have been on study abroad or exchange as part of the final two years of their degree will need to also provide a transcript for the subjects undertaken whilst overseas. Please note that the mark obtained for a failed subject contributes towards the WAM.

For completed undergraduate degrees, these 200 points will comprise of subjects undertaken at second- and third-year. For students who can clearly demonstrate this proportion of subjects, the following weighting will apply:

100 points (second year): \( \frac{1}{3} \)
100 points (third year): \( \frac{2}{3} \)

For students who do not have enough subjects at second/third year to make up the requisite 200 points (or equivalent full-time study), the Selection Committee will use the marks from their subjects undertaken at first-year to make up the balance\(^2\). For students in this situation, the weighting will be amended to be:

100 points: \( \frac{1}{3} \) (majority second year; if required, using first year subjects to top up)
100 points: \( \frac{2}{3} \) (majority third year; if required, using second year subjects to top up)

Once the WAM has been calculated, the following weighting for Ranking Scores will apply:

GAMSAT Overall Score: \( \frac{1}{3} \)
WAM from tertiary studies: \( \frac{2}{3} \)

Before you calculate your WAM, you should read the sections ‘Before You Apply’ and ‘How To Apply’

**Prerequisite subjects**

Applicants to the Doctor of Optometry at the University of Melbourne must have completed approved prerequisite studies:

- Three subjects at second or third year level (or equivalent) from one or more relevant biological science disciplines.

Please refer to the University of Melbourne website for the full list of approved prerequisite subjects:

[https://study.unimelb.edu.au/find/courses/graduate/doctor-of-optometry/entry-requirements/](https://study.unimelb.edu.au/find/courses/graduate/doctor-of-optometry/entry-requirements/)

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\(^1\) For students who are currently studying, the tertiary qualification needs to be completed prior to the 13\(^{th}\) of December in order to be included in the WAM calculation. If you receive a conditional offer and cannot provide your final academic transcript and evidence of completion by this date, please contact the faculty of Medicine, Dentistry and Health Sciences at [mdhs-gradcw-admissions@unimelb.edu.au](mailto:mdhs-gradcw-admissions@unimelb.edu.au)

\(^2\) This is the only instance where subjects will not be selected chronologically.
Interviews
There are no interviews for the Doctor of Optometry

Offers
Selection into the Doctor of Optometry is based on the following criteria:

- Performance in GAMSAT;
- Performance in a Bachelor degree;
- Successful completion of approved prerequisite subjects;
- Demonstration of meeting the University’s English language requirements

Graduate Access Melbourne

To be eligible for Graduate Access Melbourne you must:

- Be an Australian or New Zealand citizen or Australian permanent resident or holder of a permanent Humanitarian Visa; and
- Have demonstrated the capacity to successfully undertake the Doctor of Optometry; and
- Apply through GEMSAS for a place in the Doctor of Optometry

You may be considered under one or more of the following categories:

- Previous status as a refugee or current holder of a Humanitarian Visa;
- Rural or isolated background;
- Disadvantaged socio-economic circumstances;
- Disability or chronic medical condition;
- Personal difficulties

Recognition as an Indigenous Australian: Please refer to page 20 for more about how to apply as an Aboriginal and/or Torres Strait Islander applicant.

In order to be considered for Graduate Access Melbourne in one or more of the above categories, applicants must clearly state how the disadvantage has affected their studies in their degree. Please include statements describing your circumstance and attach supporting documentations where appropriate.

For further information and to confirm eligibility for entry under the Graduate Access Melbourne Scheme, applicants should refer to:

https://study.unimelb.edu.au/how-to-apply/special-entry-access-schemes/access-melbourne-graduate

If you are eligible, please submit your Graduate Access Melbourne application (including supporting documents) via the University of Melbourne online application by 5pm AEST Wednesday 31st of July 2019:

https://theuniversityofmelbourne.formstack.com/forms/2020_graduate_access_melbourne
Guaranteed Entry
For further information and to confirm eligibility for entry under the Guaranteed Entry scheme, applicants should refer to https://students.unimelb.edu.au/future/graduate-study-for-current-students/guaranteed-entry

An applicant eligible for a Commonwealth Supported Guaranteed Place or a Full Fee Guarantee Place must submit an online application under the scheme direct to the University of Melbourne by 5pm AEST Friday 31st of May 2019: https://theuniversityofmelbourne.formstack.com/forms/2020_guaranteed_entry

Important note:

Full-Fee Guaranteed entry applicants who wish to be considered for Commonwealth Support Places, must apply via the standard GEMSAS process.
How to Apply

1 Complete the online application form
The online application opens 30 April 2019. We recommend that you register and begin the application as soon as possible after this date. To apply for admission to the Doctor of Optometry commencing in 2019, you must complete the online Application Form – on the GEMSAS website – by no later than:

- 5.00pm AEST Wednesday 31 July 2019

Late applications will NOT be accepted.

The application fee is paid by credit card, when completing the online application form. Note that payment will be processed by Deakin University as the lead agency for the GAMSAT Consortium. You do not need to complete your payment at the time of submission, but must do so by 5pm AEST 6th August.

In 2019 for 2020 entry, the application fee for University of Melbourne Doctor of Optometry is AUD $200.

Don’t forget to include info@gemsas.edu.au in your ‘Safe Senders’ list and email address book, to ensure messages from GEMSAS are not treated as spam and sent to your Junk folder. We cannot be held responsible for any email not reaching or not being read by you.

Special Entry Schemes. If you are applying through the Graduate Access Melbourne, you will need to complete a Graduate Access Melbourne application form in addition to your GEMSAS online application. Refer to page 10 for more information.

Eligible Indigenous Australian applicants: Please refer to page 20 for more about how to apply directly to the University as an Aboriginal and/ or Torres Strait Islander applicant. Eligible applicants do not pay an application fee.

2 Post your supporting documentation
After completing the online Application Form and making your payment, you need to submit your original transcripts for all non-ARTS study. All documentation must be posted according to the dates listed below. Wherever possible they should be dispatched earlier.

Note that if you have also applied for Medicine at any of the GEMSAS medical schools or Dentistry at the University of Melbourne, you will only need to send one set of original transcripts. We can use these for all your GEMSAS applications.

All applicants who intend to post documentation, please use a postal service that will ensure that we receive your documentation within 5-7 days, e.g. via Airmail or a courier service.

Due Date: Posted no later than Friday 9th August, 2019

You MUST send an original transcript for all tertiary studies at a non-ARTS institution with a copy of your printed coversheet to:

GEMSAS Operations
PO Box 2025
South Melbourne
VIC 3205
Transcripts will be returned at no cost to the applicant for regular sized domestic mail. A paid premium service is available if you wish to have your transcripts couriered domestically or internationally. Please see coversheets for details.

ADDITIONAL DOCUMENTATION AND CORRESPONDENCE
Please send only those documents that have been specifically requested. Address all general correspondence or enquiry, via email to info@gemsas.edu.au. No additional documentation or general correspondence can be accepted by GEMSAS Operations.

International Applications
International applicants are those intending to study under a student visa. These applicants should apply directly via the University's online system:

https://study.unimelb.edu.au/how-to-apply/graduate-coursework-study/international-applications

Important Information
The following information is provided as general guidance to applicants to the Doctor of Optometry at the University of Melbourne and is correct as of April 2019. All applicants should routinely check the University of Melbourne website for admission updates.

https://study.unimelb.edu.au/find/courses/graduate/doctor-of-optometry/#overview
FAQs

How do I choose between two valid GAMSAT results?
The University of Melbourne uses an overall GAMSAT Score. If you have two valid GAMSAT results, you should select the results with the best overall GAMSAT Score. Simply record in the Application Form the appropriate candidate identification number, month and year of sitting for the test you wish to use for selection. This will be the only GAMSAT result that will be provided to GEMSAS for your OD application. It is not possible to mix individual Section scores from different years.

Will the March or September GAMSAT scores be acceptable?
The GAMSAT is now held in March and September and the differentiation between Australia, UK and Ireland has been removed. Results from the September sitting in the year of GAMSAT application cannot be used for that intake - it may only be used for designated future intakes:

<table>
<thead>
<tr>
<th>Which GAMSAT results can be used?</th>
<th>2020 Intake</th>
<th>2021 Intake</th>
</tr>
</thead>
<tbody>
<tr>
<td>GAMSAT session</td>
<td></td>
<td></td>
</tr>
<tr>
<td>March 2017</td>
<td>✗</td>
<td>✗</td>
</tr>
<tr>
<td>September 2017</td>
<td>✓</td>
<td>✗</td>
</tr>
<tr>
<td>March 2018</td>
<td>✓</td>
<td>✗</td>
</tr>
<tr>
<td>September 2018</td>
<td>✓</td>
<td>✓</td>
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<tr>
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<td>✗</td>
<td>✓</td>
</tr>
<tr>
<td>March 2020</td>
<td>-</td>
<td>✓</td>
</tr>
<tr>
<td>September 2020</td>
<td>-</td>
<td>✗</td>
</tr>
</tbody>
</table>

Helpful information can be found on the GAMSAT website that shows the validity of all the GAMSAT tests. [https://gamsat.acer.org/results/currency-of-results](https://gamsat.acer.org/results/currency-of-results)

I completed my undergraduate degree more than 10 years ago, am I still eligible to apply?
If you have completed additional study such as a postgraduate degree (i.e. Graduate Diploma, Masters or PhD) and have completed the prerequisite subjects within the last 10 years, then you will be eligible to apply.

I have completed a postgraduate degree; do I calculate my WAM on that or on my undergraduate degree?
The WAM is the most recent 200 points (or equivalent) from a completed qualification whether it is undergraduate or postgraduate. If the most recent completed qualification is a graduate qualification, then the final two years (equivalent to 200 points) of relevant coursework study will be considered and the same weighting system will apply. Research components are not factored into the WAM.

For students who are completing their studies, the qualification needs to be completed prior to 13 December 2019 in order to be included in the WAM calculation.
How will GEMSAS determine equivalency of your overseas qualification/s to the Australian Qualification Framework?

GEMSAS assessors will review all overseas documents that are received and determine the equivalent level of the qualification under the Australian Qualifications Framework (AQF). Often, this means confirming that a Bachelor degree studied overseas is equivalent in educational level to a Bachelor degree completed in Australia. However, GEMSAS will also assess other types of post-secondary overseas qualifications claimed by applicants, such as postgraduate studies and exchange programs.

For all overseas assessments GEMSAS uses the Australian government’s Department of Education and Training Qualifications Recognition Policy Unit (previously known as NOOSR/AEI NOOSR) guidelines for verification and level equivalency. Where GEMSAS is unable to determine the equivalent level of a qualification using these guidelines, the assessment is passed to the institution/s to which the applicant has applied.

How will my overseas study be converted to an Australian equivalent scale?

GEMSAS uses an Australian 7-point grade point average scale to calculate GPAs. As many other countries use a different grading system, we may need to convert applicants’ grades to a 7-point GPA scale before their GEMSAS GPA can be calculated.

GEMSAS will take the actual results from applicants’ overseas university transcripts and use the institution grading information provided on the transcript to convert these grades to a 7-point GPA scale. To do this, we need to know the minimum required pass marks and the maximum achievable grade. GEMSAS will generally use the percentage grade where a transcript shows both a percentage grade and a letter grade.

If there is no information on a transcript regarding the grading scale, GEMSAS assessors may take further steps, such as researching the institution and checking the grading system on the institution’s official website, or using guidelines provided by The Department of Education & Training. In some cases, we may request further documentation from applicants that confirms the grading system used by their institution. If you know the minimum and maximum marks you can use the GPA Calculator on the GEMSAS website.

I have received a conditional offer, where do I send my final results and when is the deadline?

You must upload an original academic transcript for any undergraduate degree or single subject prerequisite subjects studied in 2019 to the University of Melbourne online website by 13 December 2019. Any student who has accepted a conditional offer, but cannot provide transcripts by this date must contact the Faculty of Medicine, Dentistry and Health Sciences before the deadline via mdhs-gradcw-admissions@unimelb.edu.au.

I didn’t receive confirmation of my submitted information or my payment.

After completing the Application Form, you will need to SUBMIT your application. You will then be taken to the Deakin University payment system to make your payment. Once your payment has been made successfully you will be shown a receipt screen. Please note your receipt number or print this screen for your records. If you are not able to complete these steps, please email info@gemsas.edu.au.

You will not receive an email from GEMSAS confirming your application has been submitted. You will receive an email with a receipt number once payment has been made and this is confirmation that your application has been successfully submitted.
I have previously applied through GEMSAS
If you have previously applied through GEMSAS, you are still required to register online and complete and submit a new application and send in ALL required documentation.

I can’t see my coversheets for submitting supporting documentation
As your application progresses, a menu item “Coversheets” will appear on the left of your screen. Coversheets are generated according to your selections and responses. You can view the coversheets that you will be required to submit with supporting documentation, but will only be able to access them once you have submitted and paid for your application. To access your coversheets, after you have submitted and paid for your application, log into your application and select the Coversheets button on the Field of Study page.
If you cannot save or print any of the documents mentioned above, please email info@gemsas.edu.au.

Do I still need to post the Education coversheet if I have no supporting documentation?
The Education coversheet will only be generated if you have selected a university that does not participate in ARTS, for ANY of your study. The Education coversheet will not be generated if no original transcripts are required to be sent in.

I don’t have an original transcript; can I submit a copy?
No, only original transcripts may be supplied where these are required. Scanned or photocopied transcripts, including certified copies, are not acceptable.
A statement of results is not acceptable and is not considered in place of a full transcript, nor is a printout of an academic record.
Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English. The NAATI Translation cannot be a photocopy, PDF printout and it must be stamped and signed on every page by an accredited NAATI translator.
All applicants who intend to post documentation, please use a postal service that will ensure that we receive your documentation within 5-7 days, e.g. via Airmail or a courier service.

I’m still studying this year; do I need to submit a 2019 transcript?
Applicants completing their degree in 2019 will be assessed on the basis of the information available at the time of application. Semester 1 (or Trimester 1), 2019 results should be submitted to be included in the assessment. However, any offers made prior to the receipt of final results and confirmation of completion will be conditional.
If your tertiary studies were completed only at an ARTS institution, you are not required to send us your academic transcripts.
For study at a non-ARTS university, in Semester 1, 2019 please supply an original transcript as soon as possible to the GEMSAS Operations PO Box. Please post by 9 August 2019 noting that the documents must reach us within 5-7 days.
Please use a postal service that will meet this deadline.
If you have studied at a non-ARTS institution then you must provide an original hard-copy transcript, however if you have applied in 2019 through GEMSAS for Medicine or Dentistry courses, and have sent original transcripts in support of those applications, then you don’t need to send any transcripts or coversheets (unless you added additional study claims, then you will be required to send original transcripts).
Exchange studies and transcripts

Exchange studies are part of your degree and therefore we use the results from those studies in calculating your GPA. Exchange studies may appear on your home university transcript as pass/fail subjects, but we use your actual results to calculate your GPA.

You must obtain and supply an original transcript for any exchange studies you have done.

Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English. The NAATI Translation cannot be a photocopy, PDF printout and it must be stamped and signed on every page by an accredited NAATI translator.

My declared study and/or results have changed. What should I do?

Ensure you inform GEMSAS ASAP if there is any change to your study, especially your key degree. Ensure you inform GEMSAS ASAP if there is an update to a Semester 1 or Semester 2 result or if there is a delay in obtaining a Semester 1 or Semester 2 result (e.g. sitting a special or deferred exam), so GEMSAS is made aware of the need to retrieve these results.

Note that ARTS results are retrieved on request and unless you notify us of updates, we will not request ARTS results outside of the scheduled times.

What study should I declare in the application?

ALL tertiary studies (including postgraduate studies, exchange studies, cross institutional studies, non-award single subject studies) are to be declared (this includes completed and incomplete study), whether relevant or not to your key degree.

I have lodged through GEMSAS two or more applications for optometry

Only your first submitted application will be processed, regardless of which application has been paid for.

Can I have my documentation returned?

Transcripts will be returned at no cost to the applicant for regular sized domestic mail. A paid premium service is available if you wish to have your transcripts couriered domestically or internationally. Please see coversheets for details.

Hard copy documentation dispatched by applicants to GEMSAS prior to the required post-by date for 2019/20 applications should be received back by mail no later than 1st November 2019. Processing lead times can vary depending on your nominated preferences and the type of documents you have provided. Your method of mail return and the destination of delivery may also influence the time required to return your documentation to you. On average, the return timeframe after document receipt at the GEMSAS Mail Room is estimated at four weeks. You will be notified in writing at the earliest convenience should any unexpected delays occur.

Be mindful that if you do not provide the correct documents and GEMSAS requests further information from you, returns may be held until the consideration of your application has been finalised. GEMSAS reserves the right to hold any documentation for further processing until the end of the application period.
I need to courier transcript documents to GEMSAS. What is their address?
VTAC
Attention: GEMSAS Assessors
40 Park Street
South Melbourne, VIC 3205, Australia.
(03) 9926 1020

How do I know if my supporting documents have arrived?
You will be contacted during processing if any of your required documents are missing or incomplete.

If you require confirmation of document arrival, we suggest you use a postal service which provides a tracking mechanism (Registered Post, Express Post etc.)

How can I update my personal details after I have submitted my application?
After you have completed your application you can update your gender, previous names, email, postal and/or residential addresses by logging back in to your application at applygemsas.edu.au and updating details in the Account, Personal Details and Contact Details sections.

If you need to advise GEMSAS of an error in your Date of Birth, or a change to your current name or citizenship details, please email info@gemsas.edu.au and include your GAMSAT ID along with the updated information.
### Additional Information

<table>
<thead>
<tr>
<th>The University of Melbourne Doctor of Optometry</th>
</tr>
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<tbody>
<tr>
<td><strong>Contact details:</strong></td>
</tr>
<tr>
<td>Telephone</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Bachelor Degree/ WAM/ GAMSAT/Ranking Score</td>
</tr>
<tr>
<td>Currency of qualification</td>
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<tr>
<td>Special entry schemes</td>
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<tr>
<td>Offers</td>
</tr>
</tbody>
</table>
## Prerequisite subjects and equivalents

Three subjects at second or third year level (or equivalent) from one or more relevant biological science disciplines.

The prerequisite subjects need not have been completed as part of the qualification(s) that is used as the basis for selection. These prerequisite subjects will only be counted towards the final WAM if they fall within the final two years of study at the required second/third-year levels.

If the subjects you have studied are not included in the published lists please send the subject descriptions to mdhs-gradcw-admissions@unimelb.edu.au for assessment. The deadline for submitting subjects for assessment is the application deadline.

Applicants enrolling in prerequisite subjects in 2019 must have results available 13 December 2019. Applicants should confirm with their enrolling institution that results will be available by this date. If results will not be available, applicants should apply for the 2021 intake.

Subjects must have been completed within 10 years of commencing the Doctor of Optometry.

## Selection Criteria

For detailed selection criteria, refer to the University of Melbourne website [https://study.unimelb.edu.au/find/courses/graduate/doctor-of-optometry/#entry-requirements](https://study.unimelb.edu.au/find/courses/graduate/doctor-of-optometry/#entry-requirements)

## English Language Proficiency for Domestic Applicants

Domestic applicants who have completed their undergraduate studies, at an institution where the degree was taught and assessed in English, within the last 2 years are deemed to have met the English Language Requirements. Applicants who have not completed undergraduate studies in English within the past 2 years can satisfy the English Language Requirements in a number of ways, as outlined on the website and must provide evidence to support this when you have received offers at the University of Melbourne: [https://study.unimelb.edu.au/how-to-apply/english-language-requirements/graduate-english-language-requirements](https://study.unimelb.edu.au/how-to-apply/english-language-requirements/graduate-english-language-requirements)

## Aboriginal and/ or Torres Strait Islander applicants

Applicants of Aboriginal and/ or Torres Strait Islander descent are given priority access to the Doctor of Optometry at the University of Melbourne. Indigenous applicants must meet all selection criteria. An Indigenous Australian who is not otherwise selected must be admitted if the selection committee decides that the applicant is likely to succeed in the proposed course of study.

Eligible Indigenous applicants are not required to undertake GAMSAT.

Eligible Indigenous applicants who wish to apply to the University of Melbourne under the Pathway will be required to submit an application directly via the University’s formstack: [https://theuniversityofmelbourne.formstack.com/forms/2020_atsi](https://theuniversityofmelbourne.formstack.com/forms/2020_atsi)

Closing date for ATSI direct applications: 5:00pm AEST on Wednesday 31st July 2019.
<table>
<thead>
<tr>
<th><strong>Please note that this direct application form is for Indigenous applicants only. Applicants who are not of Aboriginal and/or Torres Strait Islander descent should apply via GEMSAS.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Prospective Indigenous applicants are strongly encouraged to make contact with the University of Melbourne (via email to <a href="mailto:mdhs-indigenous-admissions@unimelb.edu.au">mdhs-indigenous-admissions@unimelb.edu.au</a>) to receive advice about the direct application process and our Indigenous OD Student Entry Pathway.</td>
</tr>
<tr>
<td><strong>International students</strong></td>
</tr>
</tbody>
</table>
| **Open Days and Information Sessions** | University Open Day: [http://openday.unimelb.edu.au/](http://openday.unimelb.edu.au/)  
For further updates and details of Information Sessions refer to [https://mdhs.unimelb.edu.au/study/meet-us](https://mdhs.unimelb.edu.au/study/meet-us) |
Appendix A: Institutions Participating in ARTS (Automated Results Transfer System)

You do **NOT** need to provide academic transcripts for studies undertaken at the following institutions:

### AUSTRALIAN CAPITAL TERRITORY

<table>
<thead>
<tr>
<th>Institution</th>
<th>CAE or Institute</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian National University</td>
<td>Canberra CAE</td>
<td>University of Canberra</td>
</tr>
<tr>
<td>Australian Catholic University</td>
<td></td>
<td>Canberra Institute of the Arts</td>
</tr>
</tbody>
</table>

### NEW SOUTH WALES

<table>
<thead>
<tr>
<th>Institution</th>
<th>CAE or Institute</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Catholic University</td>
<td></td>
<td>University of New South Wales</td>
</tr>
<tr>
<td>Sydney College of the Arts</td>
<td>Western Sydney University (University of Western Sydney)</td>
<td>Charles Sturt University</td>
</tr>
<tr>
<td>University of New South Wales</td>
<td></td>
<td>Macquarie University</td>
</tr>
<tr>
<td>University of Newcastle</td>
<td>Southern Cross University</td>
<td>University of Sydney</td>
</tr>
<tr>
<td>University of Technology, Sydney</td>
<td></td>
<td>CQ University</td>
</tr>
</tbody>
</table>

### NORTHERN TERRITORY

<table>
<thead>
<tr>
<th>Institution</th>
<th>CAE or Institute</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles Darwin University (formerly Northern Territory University)</td>
<td>Darwin Institute of Technology</td>
</tr>
</tbody>
</table>

### QUEENSLAND

<table>
<thead>
<tr>
<th>Institution</th>
<th>CAE or Institute</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Catholic University</td>
<td>Griffith University</td>
<td>Queensland Institute of Technology</td>
</tr>
<tr>
<td>Bond University</td>
<td>James Cook University</td>
<td>CQ University</td>
</tr>
<tr>
<td>Queensland University of Technology</td>
<td>Darling Downs IAE</td>
<td>University of Queensland, The (UQ)</td>
</tr>
<tr>
<td>Gold Coast CAE</td>
<td>University of Southern Queensland</td>
<td>Queensland Agricultural CAE</td>
</tr>
<tr>
<td>Queensland Institute of Technology (Capricornia)</td>
<td></td>
<td>University of the Sunshine Coast</td>
</tr>
</tbody>
</table>

### SOUTH AUSTRALIA

<table>
<thead>
<tr>
<th>Institution</th>
<th>CAE or Institute</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>The University of Adelaide</td>
<td>University of South Australia</td>
<td>Flinders University of South Australia</td>
</tr>
<tr>
<td>CQ University</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Version 1.5  24 April 2019
TASMANIA

Australian Maritime College
Tasmanian CAE
Tasmanian State Institute of Technology
University of Tasmania

VICTORIA

Australian Catholic University  CQ University  Victoria College - all campuses 1985 onwards
La Trobe University  Swinburne University of Technology  Victoria University (formerly Victoria University of Technology)
Deakin University  University of Melbourne  Federation University Australia (formerly University of Ballarat)
Victorian College of the Arts  Monash University  RMIT University
Warrnambool IAE  Caulfield Institute of Technology  Royal Melbourne Institute of Technology

WESTERN AUSTRALIA

Edith Cowan University  Curtin University (Curtin University of Technology)  The University of Western Australia
Western Australian CAE  Murdoch University  Western Australian Institute of Technology

AUSTRALIA

Open Universities Australia

PLEASE NOTE: Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English.

The NAATI Translation cannot be a photocopy, PDF printout and it must be stamped and signed on every page by an accredited NAATI translator.