UNSW Advantage
AHEGS Co-curricular Application Guidelines

PREAMBLE
About UNSW Advantage

UNSW Advantage has been developed by UNSW to give graduates a competitive advantage and improve career prospects and employability.

UNSW Advantage brings together a diverse range of programs, which enhance students’ skills and attributes, in categories such as -

- Clubs & Societies
- Community Volunteering
- Leadership & Networking
- Peer Mentoring
- Project Development
- Education & Tutoring
- Professional Development
- Internships
- Committees & Councils
- Internships
- Volunteers
- Student Ambassadors
- Student Exchange

To see current offerings please visit [http://www.advantage.unsw.edu.au/](http://www.advantage.unsw.edu.au/)

All activities completed as part of UNSW Advantage will appear on students’ Australian Higher Education Statements (AHEGS). This provides students with an official UNSW statement of their additional skills and experience.

ELIGIBILITY

When a student activity is nominated for inclusion in UNSW Advantage, the nominator must demonstrate that –

- the activity develops one or more of the UNSW Graduate Attributes listed below
- students will be provided with appropriate and sufficient training to undertake the activity, and
- on completion of the program students will have completed a minimum of 20 hours as part of the activity.

Note 1: Sufficient training is defined in the context of the activity, and should prepare students to undertake the activity. This can include inductions and handovers. Students are required to participate in training.

Note 2: Merit awards for academic excellence, including Deans’ Lists, are not approved by UNSW Advantage. All academic awards, prizes or acknowledgements should be directed to UNSW Prizes [https://my.unsw.edu.au/student/prizes/Prizes/html](https://my.unsw.edu.au/student/prizes/Prizes/html)

UNSW Graduate Attributes

UNSW graduates will be –

Leaders who are:
- enterprising, innovative and creative
- capable of initiating as well as embracing change
- collaborative team workers

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Professionals who are:
- capable of independent, self-directed practice
- capable of lifelong learning
- capable of operating within an agreed Code of Practice

Global Citizens who are:
- capable of applying their discipline in local, national and international contexts
- culturally aware and capable of respecting diversity and acting in socially just/responsible ways
- capable of environmental responsibility

APPLICATION PROCEDURE

Who can sponsor/nominate an activity?
- University staff
- Arc staff

What are the responsibilities of The Sponsor?
- The Sponsor validates student involvement in an approved activity, ensuring the minimum of 20 hours of participation is met.
- The Sponsor is responsible for uploading eligible students ID’s into the CCOS (Co-Curricular Online Service) once the activity is completed.

All nominations must be submitted on the AHEGS Co-curricular Application Form available via the UNSW Advantage website www.advantage.unsw.edu.au or through the Advantage Team at advantage@unsw.edu.au

DETERMINATION OF NOMINATIONS

- Nominated Student Activities and Activity Descriptions will be considered for inclusion on AHEGS by the Director – Student Life and Learning.

- The Director – Student Life and Learning will apply appropriate and equitable techniques when considering the nominations.

- Following the determination of nominations, all nominators will be advised in writing of the outcome.

- Approved activities will be added to the AHEGS database and UNSW Advantage website (if applicable) as soon as possible following approval.