

# Elite Athlete Guide



# Elite Athletes at UQ

The University of Queensland (UQ) is recognised by the Australian Institute of Sport (AIS) as an Elite Athlete Friendly University. As part of the AIS Elite Athlete Education Network, UQ supports more than 250 elite-level student-athletes within the UQ Sport Elite Athlete Program (EAP).

UQ Sport is responsible for leading the support provided to UQ elite-level student-athletes through the EAP. Only students with Elite Athlete Status from UQ can access the EAP and associated support services through UQ Sport. Eligible elite student-athletes can also apply for UQ Sporting Scholarships and the UQ Sport Competition Subsidy.

Dedicated UQ Sport staff work in collaboration with UQ staff to help student-athletes manage study and their sporting pursuits.

With a breadth of study choices, flexibility in your learning process, world-class facilities, and student-athlete-centred support, the EAP aims to equip you for success now and in the future.

Student-athletes with Elite Athlete Status can apply to access the following support through the UQ Sport EAP:

- Free UQ Sport Gold Membership
- Discounted Strength and Conditioning, Sport Psychology, Physiotherapy and Nutrition & Dietetics services
- Priority class sign on and timetable support

Support requesting deferred examinations and alternative assessment arrangements via the [3.50.06 Reasonable Adjustments Policy - Students](#)

- Designated UQ Sport elite athlete support staff
- Competition subsidy funding for out-of-pocket competition expenses
- Personal development workshops and services
- Invitations to exclusive networking opportunities and events.

The information in this guide is current at the time of printing, however, may be subject to change. Please contact UQ Sport Elite Athlete Program staff for direct advice and support, and for further details about how you can access the above benefits, by emailing [eliteathlete@uqsport.com.au](mailto:eliteathlete@uqsport.com.au)





**Robert Thorpe**  
Bachelor of Psychological Science  
(Honours), *Swimming*

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# Elite Athlete Status

To access the support available to elite-level student-athletes, students must first submit an Elite Athlete Status request. If approved, athletes will be able to receive Elite Athlete Status, as per the UQ policy. The student will also be invited to join the UQ Sport Elite Athlete Program.

## Eligibility

To be eligible for Elite Athlete Status you must meet the criteria outlined in the [Reasonable Adjustments - Students Policy and Procedure](#). This includes at a minimum representing Australia, or a state or territory of Australia, in the semester you are applying.

Representation must be verified through the provision of supporting documentation from a coach or team official from your state or national sporting body. This documentation must be dated, signed and be published in a non-editable format (PDF). The documentation must detail the following information:

- All current selections to national and/or international events and high performance squads
- Training and/or sporting commitments for the relevant study period
- Contact details of a coach, high performance manager, state or national sporting body that can be contacted to verify, if required.

*Please note, your request may be denied if your documentation does not meet these standards.*

## Applying for Elite Athlete Status

Being approved for Elite Athlete Status, through the UQ Academic Registrar, allows elite student-athletes access to reasonable adjustments throughout the semester in order to manage their academic and sporting pursuits.

An important resource regarding this Status is the [3.50.06 Reasonable Adjustments Policy - Students](#). The Policy outlines the University's strategy to enable elite athletes who have elite sporting commitments (at a national level or higher) an opportunity to maintain their tertiary study.

## Naomi Tucker

Bachelor of Speech Pathology,  
(Honours) Rope Skipping



### Lodging your application

It is recommended that student-athletes lodge their applications for Elite Athlete Status well in advance of semester commencement. Typically, applications open 4 month pre-Semester. To access priority timetabling, be sure to have Elite Athlete Status in place before the class preferencing window closes each semester. New students can apply as soon as they have a UQ Student Number.

Applications for Elite Athlete Status (including relevant supporting documentation) can be submitted via the 'My Request' page in [my.UQ](#)

It is imperative to include the correct supporting documentation (as outlined in *Eligibility*). This will ensure that your application can be assessed correctly.

*Please note: Elite Athlete Status is only valid for the semester for which it has been approved. Students are required to re-apply for Elite Athlete Status each subsequent study period, as needed.*

The *Academic Registrar* will notify you of the outcome via a letter of confirmation to your [my.UQ](#) requests page. Additionally, the positive service indicator *EAC (Elite Athlete Consideration)* will be applied to your *SI-net* profile for the relevant semester. This will be visible to UQ staff, however, it is still recommended to attach the letter of confirmation from the Academic Registrar whenever requesting support from Academic Staff.

# Managing Your Commitments

Balancing elite sporting and university commitments requires organisation, exceptional communication and time management skills.

Managing the dual commitments of sport and study can be challenging. It is imperative you communicate any clashes in your commitments with UQ and EAP staff well in advance.

EAP staff are available to assist all students with Elite Athlete Status. However, it is important that you firstly take responsibility for managing your dual commitments and access the available support in a timely fashion.

It is recommended that you reach out to EAP staff at the beginning of each semester to check-in and access available resources. To arrange a meeting with EAP staff please email [eliteathlete@uqsport.com.au](mailto:eliteathlete@uqsport.com.au)

## Communicating with academic staff

Developing positive relationships with UQ and EAP staff is paramount. Using professional and academic language will help mobilise support when needed.

This begins by introducing yourself to Course Coordinators and Tutors at the beginning of each semester, and identifying that you have been approved for Elite Athlete Status by the *Academic Registrar*.

If you are uncomfortable reaching out to academic staff independently, you are welcome to include EAP staff in any email communications you have. Should you be unable to reach an amicable outcome or require additional support, please inform EAP staff as soon as possible.

## Planning your class timetable

It is recommended that you plan your weekly class timetable around your regular training commitments to assist in balancing study and sport during the semester. Students with Elite Athlete Status can request timetabling support during the class allocation process for courses that offer multiple class times. For instructions on how to access this, please see the following page.

*Please note, while every effort may be made to support timetable requests, it cannot be guaranteed.*



## How to use My Timetable

You will need to register your preferred times through *My Timetable* – UQ's class allocation system. Having a timetable that is suited around your training commitments will help in balancing your elite-level sport and studies.

To support your timetable preferences (where possible), you must have Elite Athlete Status in place before the preferencing window closes each semester. Make sure you submit your request for Elite Athlete Status well in advance of this period.

You can access *My Timetable* through [my.UQ](https://my.uq.edu.au)

Class allocation has two stages:

1. Class preferencing
2. Class adjustment

The class preferencing window opens about four (4) weeks before the semester begins and closes about a week later – check the *Academic Calendar*, or contact your Faculty/School for exact dates. During this time, you'll need to select your preferred class times for each of your courses.

Students who have been approved for Elite Athlete Status before the preference window closes have the best chance at receiving their class preferences, however this is never guaranteed. Ensure you allow for alternative timetable options, should your first preference not be received.

Once the system has created your timetable, class adjustment begins. Check the *Academic Calendar* for the exact date and time.

During the class adjustment stage you can:

- review your allocated timetable
- swap class times if there's a space available
- add your name to a waitlist to swap
- allocate yourself to classes you missed during the class preferencing stage.

Try to review your timetable as soon as you can. The earlier you swap or add yourself to a waitlist, the better chance you have of getting the timetable you want.

If there are no available spaces in class times that you need and it clashes with training and/or competition commitments please contact your School or Faculty to request if there are any alternative options. Be sure to reference your Elite Athlete Status as per the policy. Please note, if a class has reached capacity it may not be possible to be allocated a position.

The relevant School or Faculty will be listed as the *Coordinating Unit* in your course profile. To access a course profile from *My Timetable*, select the relevant information icon in the side menu. If you need assistance with this process, please contact EAP staff.

Faculty/School Timetable contacts:

- Business, Economics and Law (BEL):

Business:

[business.mytimetable@uq.edu.au](mailto:business.mytimetable@uq.edu.au)

Economics:

[economics.mytimetable@uq.edu.au](mailto:economics.mytimetable@uq.edu.au)

Law:

[law.mytimetable@uq.edu.au](mailto:law.mytimetable@uq.edu.au)

- Engineering, Architecture and Information Technology (EAIT):  
[eaits.mytimetable@uq.edu.au](mailto:eaits.mytimetable@uq.edu.au)
- Health and Behavioural Sciences (HABS):  
[habs.mytimetable@uq.edu.au](mailto:habs.mytimetable@uq.edu.au)
- Humanities and Social Sciences (HASS):  
[hass.mytimetable@uq.edu.au](mailto:hass.mytimetable@uq.edu.au)
- Medicine:  
[med.mytimetable@uq.edu.au](mailto:med.mytimetable@uq.edu.au)
- Science:  
[science.mytimetable@uq.edu.au](mailto:science.mytimetable@uq.edu.au)

# Assessment Extension and Deferral Requests

If you have elite-level sporting commitments that clash with an assessment, you may be eligible for an extension or deferral. You must have Elite Athlete Status in place before requesting an extension or deferral due to competition commitments.

The *Electronic Course Profile (ECP)* will provide an outline of all assessment pieces for the semester. At the beginning of each semester, we recommend you review your sporting schedule against the learning activities and assessments outlined in each *ECP*.

Make yourself familiar with the extension and deferral policy outlined for each course in the *ECP*. If you identify any clashes with an assessment, follow the process outlined in the *ECP* to request a deferral or extension.

Remember, if you are applying based on elite-level sporting commitments, you must have approved Elite Athlete Status in place prior to applying.

It is likely you will be required to provide a supporting letter to confirm your elite-level commitments that clash with the assessment. Ensure this is in PDF format, signed by an authorised official, and on an official letterhead. This can be from your state/national sporting body, team player manager or coach.

If you require support in applying for an extension or deferral of assessment, please contact EAP staff.

*It is imperative you account for any travel days in your application with these clearly stated to avoid extension/deferral dates falling on a day of travel to/from competition.*

## End of semester exams

If you are unable to sit an end of semester exam due to an elite sporting competition, you will need to apply for a deferred exam. Should your application be approved, your deferred exam will be scheduled to the deferred exam block (dates accessible in the *UQ Academic Calendar*). You must sit your deferred exam in the deferred exam block. You cannot defer an exam twice, however you can apply for an off-campus exam.

The end of semester exam period start and end dates are typically published five (5) weeks before the end of the semester exam period. The exam timetable (showing specific dates and times) is typically released after 5pm on the Friday five (5) weeks before the exam period (June and November).

The live link in *SI-net* to apply for deferred exams will appear on the Monday after the end of semester exam timetable is released.





Consult the UQ Academic Calendar to see key dates relating to teaching and examination periods, and whether they will clash with your sporting commitments. Assessment due dates are mapped out in the Electronic Course Profile. Keep an eye out for when exam timetables are released so that you are able to advise your Course Coordinators of any clashes in advance. In most cases, you can apply for a deferred exam or extensions, if needed.

If at any time you feel you are not coping well, or would like to discuss how to better manage your time and approach to study, please make an appointment with one of our EAP Staff.

## Applying for off-campus exams

If you cannot sit an exam in the end of semester or deferred exam block due to elite-level sporting commitments, you could also apply for an off-campus exam. If approved, the exam will be completed in an approved UQ exam centre, or with an approved supervisor at your location (including international locations).

Your request to sit an exam off-campus must be submitted on the same day as your request to sit a deferred or supplementary exam.

A deferred or supplementary exam application is separate to an off-campus exam application. Make sure you submit requests separately.

If you think you may need to apply for an off-campus exam, please speak to EAP staff as soon as possible, or contact *UQ Examinations* directly.

## Key due dates for off-campus exam arrangements

### Off-campus deferred exams:

Apply no later than five (5) calendar days after the date of the original examination.

### Off-campus supplementary exams:

Apply no later than four (4) calendar days after the release of final grades.

### Off-campus exams in exceptional circumstances:

Apply no later than 14 days before the first day of the examination period (for students in Australia), or no later than 16 days before the first day of the examination period (for students who are overseas).

*Please note, it is your responsibility to pay attention to exam timetables and due dates, and to submit any applications on time. Late applications are not accepted.*

# UQ Sport Facilities and Services

The University of Queensland is home to the state's largest multi-sport complex. Eligible elite-athletes can access training facilities across a range of venues with a UQ Sport Gold Membership.

UQ Sport delivers hundreds of sporting activities and manages multiple sporting facilities on campus – including Athletics, Aquatic, Tennis, and Fitness Centres – as well as more than 10 playing fields.

Registered elite student-athletes can apply for a free UQ Sport Gold membership, which will give them access to the following:

- UQ Sport Fitness Centre  
(including Group Fitness classes)
- UQ Sport Aquatic Centre
- UQ Sport Tennis Centre
- UQ Sport Athletics Centre

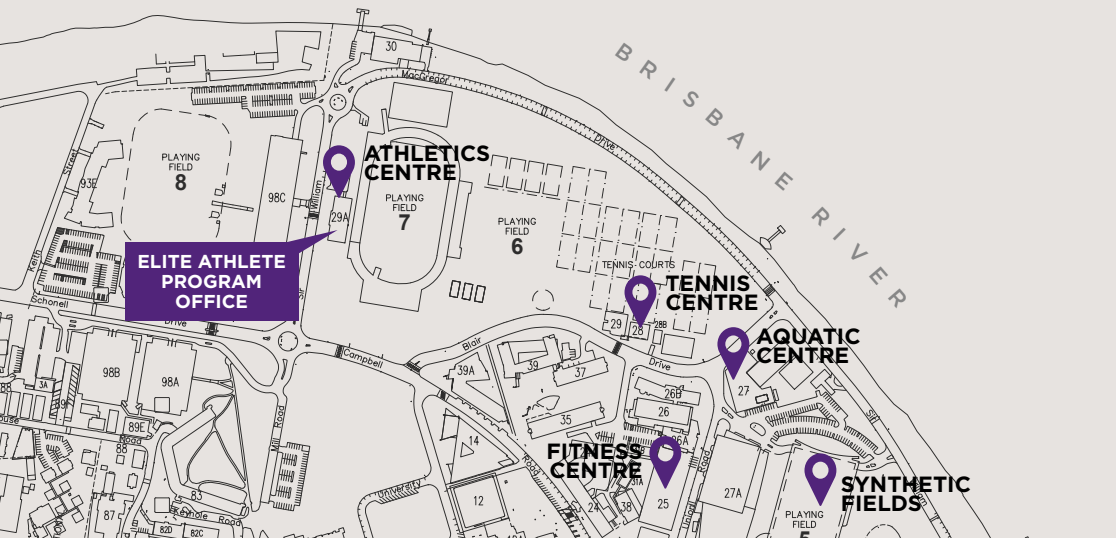
To activate your Gold Membership, please contact EAP staff by emailing [eliteathlete@uqsport.com.au](mailto:eliteathlete@uqsport.com.au)

## UQ Sport Competition Subsidy

The UQ Sport Competition Subsidy provides funding to assist student athletes with out-of-pocket competition costs, at eligible international and national sporting events. This program, funded through the Student Services and Amenities Fee (SSAF), is an initiative of UQ Sport and administered by the UQ Sport Elite Athlete Program. This subsidy can provide students with a percentage of eligible out-of-pocket expenses. For more information and for how to apply visit [uqsport.com.au/elite-athletes/student-support/program/](http://uqsport.com.au/elite-athletes/student-support/program/)

## UQ Sporting Scholarships

UQ Sport help administer the various sporting scholarships available at UQ. Since 1990, UQ – in partnership with UQ Sport – has proudly been offering Sporting Scholarships to assist exceptional athletes balance their studies with the demands of elite-level sport. UQ offer a number of Sporting Scholarships on a yearly basis. For information about the Sporting Scholarships, including eligibility and rules visit [uqsport.com.au/scholarships](http://uqsport.com.au/scholarships)



## UQ Sport Elite Athlete Program

The UQ Sport Elite Athlete Program is responsible for the delivery of a range of in-kind supports to eligible elite student-athletes.

The EAP office is located at the UQ Sport Athletics Centre. Entrance to the office is via the doors to the left of the Canteen.

## Contact details

UQ Sport Elite Athlete Program  
UQ Sport Athletics Centre  
The University of Queensland,  
Sir William MacGregor Drive,  
St Lucia, QLD, 4067

+61 7 3346 6243

[eliteathlete@uqsport.com.au](mailto:eliteathlete@uqsport.com.au)

[uqsport.com.au/elite-athlete](http://uqsport.com.au/elite-athlete)

In addition to the free UQ Sport Gold Membership, eligible student-athletes receive access to a range of workshops and events throughout the year. These could include:

- Study Skills for Athletes
- Time Management and Planning for Student-Athletes
- Wellbeing program
- Discounted UQ Sport Strength and Conditioning services
- Discounted Sport Psychology, Physiotherapy, and Nutrition & Dietetics Consultations
- Complimentary Elite Athlete Program Merchandise
- Personal development workshops and services.

For further information, please contact

[eliteathlete@uqsport.com.au](mailto:eliteathlete@uqsport.com.au)

# UQ Sporting Awards

UQ has a rich history of recognising excellence within its sporting community through the awarding of University Blues, and Club & Sport Awards, which recognise outstanding achievements and contributions to sport at the university.

## UQ Blues Awards

Since 1912, Blue and Half Blue Awards have been presented to champion UQ sportsmen and women, in recognition of their outstanding sporting achievements, and for enhancing the reputation of university sport.

To be awarded a University Blue is one of the highest accolades a student-athlete can receive. Full Blue recipients are also presented with a commemorative UQ Blues Blazer.

The annual UQ Blues Awards Dinner is usually held in November. Please note, Blues Awards are self-nominating, with applications normally open from early September.

Visit [uqsport.com.au/blues](https://uqsport.com.au/blues) for more details.

## UQ Sport Club & Sports Awards

The UQ Sport Club & Sports Awards is a celebration of outstanding sporting achievements and club commitment.

UQ's Sportsman and Sportswoman of the Year Awards are also presented to either a current UQ student, or a recent graduate, for both excellence in sport and contribution to university life.

The event is usually held in April. Visit [uqsport.com.au/club-and-sports-awards](https://uqsport.com.au/club-and-sports-awards) for award nominations.

# UQ BLUES AWARDS



THE UNIVERSITY  
OF QUEENSLAND  
AUSTRALIA



UQ SPORT



# EAP Support

UQ Sport EAP staff have direct experience balancing elite-level sport and university studies, and are key contacts for any student-athlete during their time at UQ.



## Emily Kingston

### Elite Athlete Program Advisor

Emily is passionate about elite athlete wellbeing, holding a Bachelor of Psychology and a Master of Counselling. While completing her undergraduate degree, Emily was a member of the Hockey Australia National Junior team and Queensland Academy of Sport Women's Hockey program, understanding firsthand the challenges of balancing academics and elite sport. Emily has extensive experience supporting student athletes balance elite level sport whilst obtaining a world class tertiary education.

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[emilyb@uqsport.com.au](mailto:emilyb@uqsport.com.au)



## Toby Nolan

### Elite Athlete Program Officer

Toby has a Bachelor in Sports Management from the University of Canberra and is currently completing his Certificate IV in Elite Athlete Wellbeing Management. Through his studies, Toby has developed a passion for holistic management of athlete's and assisting them to flourish as a person on and off the field. He has previously worked across several roles at Hockey ACT and Hockey Queensland. Toby's sporting background derives from his time in Touch Football and Horse Racing, both of which he continues to pursue whilst working within the Elite Athlete Program.

**+61 7 3443 2439**

[tnolan@uqsport.com.au](mailto:tnolan@uqsport.com.au)



# Useful Links

## **My UQ**

[my.uq.edu.au](https://my.uq.edu.au)

## **Student Services**

[uq.edu.au/student-services](https://uq.edu.au/student-services)

## **UQ Academic Calendar**

[uq.edu.au/events](https://uq.edu.au/events)

## **Applying for an Extension**

[my.uq.edu.au/node/218/1#1](https://my.uq.edu.au/node/218/1#1)

## **Examination Queries**

[examinations@uq.edu.au](mailto:examinations@uq.edu.au)

## **UQ Blues Awards**

[uqsport.com.au/blues](https://uqsport.com.au/blues)

## **UniSport Nationals**

[unisport.com.au/nationals](https://unisport.com.au/nationals)

## **UQ Sport Competition Subsidy**

[uqsport.com.au/elite-athletes/student-support/competition-subsidy/](https://uqsport.com.au/elite-athletes/student-support/competition-subsidy/)

# Elite Athlete Status

## **General information – including an application guide**

[uqsport.com.au/elite-athlete](https://uqsport.com.au/elite-athlete)

[3.50.06 Reasonable Adjustments Policy - Students](#)

## **Programs and Assessment for Elite Athletes Procedures Policy**

[ppl.app.uq.edu.au/content/programs-and-assessment-elite-athletes-procedures](https://ppl.app.uq.edu.au/content/programs-and-assessment-elite-athletes-procedures)

### **UQ Sport Elite Athlete Program**

UQ Sport Athletics Centre  
The University of Queensland,  
Sir William MacGregor Drive,  
St Lucia, QLD, 4067

+61 7 3346 6243  
[eliteathlete@uqsport.com.au](mailto:eliteathlete@uqsport.com.au)

[uqsport.com.au/elite-athlete](https://uqsport.com.au/elite-athlete)