

# LAW ADMISSION TEST

# Information booklet 2022

Standard registration deadline Late registration deadline Test date 5.00 pm AEST Friday 12 August 20225.00 pm AEST Wednesday 7 September 2022Thursday 29 September 2022

Last updated: 07.04.2022



Australian Council for Educational Research

IMPORTANT: Please read the LEGAL NOTICE at the end of this Booklet.

This Booklet, including the Legal Notice will form part of the binding agreement between you and the Australian Council for Educational Research Ltd (ABN 19 004 398 145) (**"ACER"**) if you register to take the LAT 2022 test.

You should make sure that you understand fully and are familiar with the contents of this Booklet (including the Legal Notice) before you register for the LAT 2022 test.



Law Admission Test 2022

# Contents

1	Contact us	1
2	About the Law Admission Test	2
	Participating university Structure and content of the LAT	2
	Equity and fairness	2
3	Eligibility criteria for the LAT	3
	Ineligible applicants	3
	Applicants not required to sit the LAT	3
4	How to register for the LAT	4
	Create an online account	4
	Registration open and close dates	4
	Late registration date	4
5	Fees, payments and refunds	5
	Fees Concession fee	5 5
	Payments	5
	Refund terms	5
6	Methods of sitting the test	6
	Test centres	6
	Remote proctoring	6
	Before registering for remote proctoring After registration	6 6
7	Applying for reasonable adjustments	7
/	Supporting documentation requirements	7
8	Admission Ticket	8
9	Preparing for the LAT	9
3	Important considerations	9
10	Test day	10
10	Show identification on test day	10
	Using licences as identification	10
	Arrival time at test centre	10
	Sitting by Remote Proctoring	10 10
	Timing and order of the test What to bring or have on test day	10
	Test day issues	11
	Security	12
	Misconduct	12
	Consequences of misconduct	12
11	LAT results	13
	Withholding of results Currency of results	13 13
	Appeals	13
	Re-sit	13
12	LAT declaration	14
13	Legal notice	15

ii

# Contact us

The Law Admission Test (LAT) is developed and administered by the Australian Council for Educational Research (ACER) on behalf of UNSW Sydney. ACER is an independent not-for-profit organisation.

All important LAT information is provided in this Information Booklet and on the <u>LAT website</u>. For other enquiries, please contact the LAT Office at ACER. Please include your full name and LAT registration number in any emails.

Email is the preferred means of communication on matters concerning the LAT. To ensure that your email provider does not flag LAT Office communication as spam, save the LAT email address (lat@acer.org) to your list of safe senders.

The LAT Office will not answer queries about the content of the test. Please note personal responses to enquiries are not provided.

### LAT office

Website:	https://lat.acer.org
Email:	lat@acer.org Emails will generally be responded to within 24 hours, Mondays to Fridays. Response times may be longer in busy periods and after weekends or public holidays.
Phone:	+61 7 3238 9000
Mail:	ACER LAT Office PO Box 3049 South Brisbane QLD 4101 AUSTRALIA

# About the Law Admission Test

The Law Admission Test (LAT) is a professionally designed and marked selection test developed by the ACER in conjunction with UNSW Law & Justice. It assesses the types of aptitudes and skills critical to success in the undergraduate Law program at UNSW Sydney. These aptitudes and skills include thinking critically, analysing material, and organising and expressing ideas in a clear and fluent way.

Completion of the LAT enables UNSW Sydney to gain a more rounded view of a candidate's capability to study Law; it will also give applicants an opportunity to demonstrate further their suitability for the Law program at UNSW Sydney.

The LAT is only scheduled once a year.

### **Participating university**

UNSW Sydney stipulates that the LAT is a requirement for domestic applicants<sup>1</sup> who wish to study an Undergraduate Law degree program (Double Law UAC code 426000 or Psychology (Honours)/Law UAC code 426060) at UNSW Sydney.

### Structure and content of the LAT

The LAT is a written test that allows candidates to demonstrate their aptitude and skills for studying Law at UNSW Sydney. The LAT **does not** require any knowledge specific to Law. The assessment focuses on critical thinking and understanding. Each task is scored using a set of specifically designed assessment criteria related to critical thinking and the focus of the particular task. In the criteria, consideration is also given to the way candidates express themselves. Candidates are not assessed on the correctness of the ideas or attitudes they display, but the substance and subtlety of their ideas.

LAT results are considered in addition to academic results (e.g. ATAR or equivalent) in the UNSW degree selection process to differentiate among the many high achieving applicants.

The LAT consists of two writing tasks. The tasks are designed to measure aptitudes and skills in the areas of critical thinking and understanding, and the organisation and expression of ideas. Task A: This is a written response that requires candidates to critically analyse and evaluate the arguments presented in the material provided.

Task B: This is also a written response and requires candidates to process a selection of different types of material (text and graphic) to provide their own arguments about the issue presented in the material.

**The LAT is a computer-based exam.** Candidates will sit the LAT using a desktop computer or laptop at a test centre or via remote proctoring. The LAT is 2 hours in duration including 20 minutes of recommended reading and planning time. It is recommended that candidates spend 10 minutes reviewing each task and planning their response. Pens are allowed to be used during this time.

IMPORTANT NOTE: There is **no break** between the writing tasks.

This table shows the structure of the LAT by section and time.

Task	No. questions	reading &	Recommended test writing time (minutes)
А	1	10	50
В	1	10	50

Total test time: 120 minutes

### **Equity and fairness**

The LAT has been developed to assist UNSW Law & Justice in ranking applicants in a way that is valid and fair.

ACER tests are developed to rigorous professional and technical standards. Test questions are designed and developed by teams of ACER writers, expert in their subject areas and in test construction. All test questions in development are carefully scrutinised to minimise gender, ethnic or religious bias, and to ensure the test is culturally fair.

ACER's standardised test administration guidelines and procedures ensure appropriate test centres and secure test conditions. ACER controls all aspects of the test development, its administration and reporting.

<sup>1</sup> Australian citizens and permanent residents and New Zealand citizens.

# Eligibility criteria for the LAT

The LAT is a requirement for domestic applicants<sup>2</sup> who wish to study an Undergraduate Law Degree program (Double Law UAC code 426000 or Psychology (Honours)/Law UAC code 426060) at UNSW Sydney.

Applicants must meet one of the following conditions:

- be currently enrolled in the final year of secondary schooling (Year 12 HSC or equivalent).
- have already completed secondary schooling (e.g. those on a gap year).
- be studying at university and wish to apply to transfer to UNSW Bachelor of Laws (except UNSW students applying for Internal Program Transfer [IPT]).
- be undertaking Year 11 and wish to sit the LAT prior to their HSC year.

LAT results are valid for two years. Candidates who sit in 2022 can use their results to apply for Law at UNSW Sydney in 2024.

### Ineligible applicants

The following applicants are **not eligible** to sit the LAT:

- international applicants<sup>3</sup>
- students in Year 10 or lower who are studying subjects at Year 11 level or higher.

### Applicants not required to sit the LAT

The following applicants are **not required** to sit the LAT:

- UNSW Sydney students applying for IPT to Law. IPT applicants will be assessed on their UNSW Sydney results only.
- Indigenous students undertaking the Pre-Law Program at UNSW Sydney. Pre-Law students are assessed under multiple criteria in the Pre-Law Program.
- Students eligible to apply through the UNSW Gateway Admission Pathway.

<sup>2</sup> Australian citizens and permanent residents and New Zealand citizens.

<sup>3</sup> Applicants who are not an Australian citizen or permanent resident or a New Zealand citizen.

# How to register for the LAT

IMPORTANT: Do not register for the LAT unless you are planning to apply for admission to UNSW Bachelor of Laws commencing in 2023 or 2024 AND you meet the eligibility criteria.

Register for LAT online via the website.

### Create an online account

You must first create an online account before you can complete your registration for the LAT 2022. Follow the link on the LAT website and enter your details. You must provide a valid email address for the entire registration, test and reporting cycle. Once an account has been activated it can be used for any future registrations.

When entering your account details, ensure your name and date of birth match EXACTLY the current photo identification document that you will present on the test day. These details will also be printed on your Admission Ticket and Statement of Results.

To change the name, date of birth or gender in your account, you need to submit a request to the LAT Office via your online account. You will be asked for proof of name change documentation. Once you have created an account, you can complete your online registration. You will need a debit or credit card for payment of the test fee.

If you registered to sit for the LAT 2021, you can use the same account to register for the LAT 2022. If you have forgotten your account details, reset your password using the link provided on the registration site.

Details entered in the registration form can be amended through your online account at any time.

Candidates can register to sit the LAT in one of the two available test centres or by remote proctoring.

Before completing your registration you will be asked to confirm that you have read this LAT 2022 Information Booklet and specifically the Legal Notice, and that you agree and accept the terms and conditions of participation in the LAT and specifically the Legal Notice. A copy of the information contained in this declaration can be found on page 15.

### Upon successful completion of the registration, a registration confirmation and payment receipt will be sent to your registered email

**address.** Please ensure that the spelling of your name and date of birth listed in the confirmation email matches the identification document that you will present on the test day. Please note, for concession fee and remote proctoring applications, registrations are not confirmed until the required documentation has been submitted to the LAT Office. Follow the instructions in the registration.

### The status of your registration can always be checked through your online account.

Your Admission Ticket has details of your reporting time and test centre address and for security reasons is only provided two weeks before the test. You will be emailed when your Admission Ticket is available to download from your online account.

### **Registration open and close dates**

Registrations for the LAT 2022 open on Monday 2 May 2022.

To attract the standard registration fee, your online registration and payment must be completed by:

### 5.00 pm AEST Friday 12 August 2022.

You can choose to register to sit the test in a test centre or by remote proctoring (remote supervision of a candidate over the internet).

ACER reserves the right in its absolute discretion to refuse or cancel a registration in any circumstances where ACER considers the application for registration or the registration once completed is not bona fide, or if the applicable registration fee has not been paid and cleared by the stated payment date or the late registration date.

### Late registration date

Late registrations will be accepted up to 5.00 pm AEST Wednesday 7 September 2022 upon payment of a late fee.

Applications for registrations will not be accepted after this time and date under any circumstances.

## Fees, payments and refunds

### Fees

The LAT 2022 fee is AUD\$189 (including GST).

An additional AUD\$50 late fee applies for all registrations completed after 5.00 pm AEST Friday 12 August 2022 and before 5.00 pm AEST Wednesday 7 September 2022.

### **Concession fee**

The concession fee is AUD\$100 (including GST) if applicants are eligible for the concession.

A concession registration fee is only available to candidates who hold a valid Health Care Card (HCC) or Pensioner Concession Card (PCC), or who are listed as dependants on the current HCC or PCC of a parent or guardian. Claims of financial hardship based on other criteria cannot be considered.

If you are eligible for concession, the registration fee is \$100 (GST inclusive).

To be eligible for the concession registration fee:

- Your card must be signed by the cardholder AND
- Your card must be valid at the time of LAT registration AND
- Your name must appear on the card and it must match the name on the LAT registration AND
- You must submit a copy of both sides of the card to the LAT Office prior to the close of the late registration period (5.00 pm AEST Wednesday 7 September 2022).

Failure to provide proof of concession on time may result in your LAT registration being cancelled.

Proof of concession documentation can be securely uploaded and submitted to the LAT Office via your online account.

Candidates who do not submit proof of concession to the LAT Office by the late registration deadline will forfeit the concession fee submitted at the point of registration, unless a candidate has sent a request to cancel the LAT 2022 registration.

Student cards, Medicare cards, transport concession cards, private health insurance membership cards and Community Service cards are **not** eligible proof of concession. The concession registration fee is **not** available to overseas candidates.

Candidates can switch to a full fee registration if the concession registration was submitted

in error, or if they no longer wish to claim the concession fee due to ineligibility. Candidates can log into their online account and submit a partial payment to make up the difference between the concession fee and the full LAT 2022 test fee. If your registration is marked as incomplete after the close of standard registration because you have not submitted your proof of concession, or if your request to change from a concession registration to a full fee registration occurs during the late registration period, you will also be required to pay the late fee.

### **Payments**

Only credit and debit cards may be used to make payment; personal cheques and cash are not accepted.

When you submit a payment, you will be emailed a payment confirmation/tax invoice when the transaction is completed. The online payment is processed through ACER's e-commerce facility via the ACER website. Card details are not recorded or stored by ACER but encrypted at point of capture and transmitted directly to the bank, without entering ACER information systems. This is a secure payment option.

Please note that your credit or debit card may list ACER on your statement, without specific reference to the LAT. If you (as the person registered to sit the LAT 2022 test) or any other person wrongfully dispute the amount charged to the card provided to complete the registration, your registration may be cancelled; your results may be withheld and/or you may be blocked from taking further ACER-administered tests.

### **Refund terms**

Except as expressly provided herein, or at law, for example, under Australian Consumer Law, all monies paid as part of a registration to sit the LAT 2022 are non-refundable.

Registration fees for the LAT 2022 test will be refunded up to **5.00 pm AEST Wednesday 7 September 2022**, with a deduction of a \$50 administration charge. Requests must be submitted online through your account and if approved, confirmation will be sent to your registered email. The fee will be refunded to the card used for payment. The late registration fee is non-refundable, except as provided at law.

# Methods of sitting the test

Candidates may sit the test in person at a test centre or online by remote proctoring.

### **Test centres**

The LAT is only offered in Canberra and Sydney. Additional test centres will not be established.

The test is held on the same date at all test centres. When completing the registration form, select the location that is most convenient to you. Places are limited, so register early.

You can change your preferred test centre online through your account up to **5.00 pm AEST Friday 12 August 2022**, subject to availability. If a test centre change is required after this date, please email the LAT Office for advice.

You can change your registration from test centre to remote proctoring up to close of late registrations **5.00 pm AEST 7 September 2022**. You can do this through the *Manage Registration* section of your LAT account.

### **Remote proctoring**

Remote proctoring is available to all candidates in 2022 at no additional cost.

Candidates register for remote proctoring by selecting 'Remote proctoring' in the registration portal.

ProctorU is the online proctor that provides live, remote candidate supervision throughout the test session. This is conducted over the internet via a webcam attached to the candidate's laptop or desktop computer device.

### Before registering for remote proctoring

Candidates must undertake the following before registering to sit LAT 2022:

- perform an equipment test at their intended test venue to ensure that their equipment meets ProctorU's minimum technical specifications
- connect to a live technician from the intended test venue to ensure that their equipment and venue can support them in sitting the test
- <u>download and install</u> the ACER online test application (secure browser) on the computer/ laptop they will be using to sit the test (links will be available on the website).

### After registration

When candidates have completed their registration, they will receive an email with links to create a ProctorU account. ACER will contact remote proctoring candidates on 1 August 2022 to book their ProctorU exam session.

Candidates who do not finalise their remote proctoring booking and receive written notification of such from the LAT Office will forfeit the test fee paid unless a request has been submitted to cancel the LAT 2022 registration by the close of the late registration deadline (5.00 pm AEST Wednesday 7 September 2022).

The scheduled test start time for the test session will be strictly prescribed to align with the test start time for LAT on the main test day.

Candidates approved for remote proctoring must sit the test at a suitable location with good internet connection using their own computer. Candidates also need to ensure that their test room is set up to these requirements:

- an appropriate workstation on a stable desk
- a room without distractions, noise or prohibited materials (no other people, dependent children or animals (pets) are permitted). Proctors may ask candidates to move their sitting position or change to a different room on the test day if they believe either is unsuitable
- suitable temperature, lighting and ventilation.

ProctorU will provide technical support through online technicians if there are technical issues during the test. If there are significant and/or unforeseeable technical problems that cannot be resolved by the online proctor, the test session may be rescheduled. ACER will investigate each case and determine suitable follow-up action. Candidates have to sit and complete the test during the rescheduled test session. No further extension will be granted. Candidates will not be able to sit the test thereafter and will have their test marked based on the responses that they have provided.

For candidates in Australia, the test start time will be a local time that corresponds to 10.00 am AEST on Thursday 29 September 2022.

For overseas candidates, a suitable local time that corresponds to a time between 10 am and 6 pm AEST on Thursday 29 September 2022.

In the event that the LAT 2022 is compromised or has to be cancelled due to circumstances beyond ACER's reasonable control, ACER may reschedule the test or offer remote proctoring service to affected candidates at no additional cost.

6

# Applying for reasonable adjustments

If you have a disability or a health-related need that might interfere with your ability to sit the test in the standard manner, you should apply for reasonable adjustments as soon as possible after registration. If you have a medical condition that requires access to food, medication, medical equipment or other devices during testing time, you must also submit an application for reasonable adjustments. All requests are assessed on a case-by-case basis and all reasonable efforts will be made to provide the appropriate adjustments for your needs. You must also provide supporting documentation from a registered health practitioner.

All requests must be submitted no later than 5.00 pm AEST Wednesday 7 September 2022. If you require reasonable adjustments because a condition arose after the application deadline, please contact the LAT Office for advice.

### **Supporting documentation requirements**

Once you have created your online account and registered for the LAT 2022, you can apply for reasonable adjustments through your online account by completing the online form and submitting the supporting documentation for review.

The supporting documentation must:

- Be from a registered health practitioner, give a clear diagnosis and information on your condition, indicate the impact of your disability in testing settings and include a statement as to the adjustments your health practitioner feels are appropriate for you.
- Have an issue date no more than 12 months old for health-related needs and disabilities other than learning disabilities, and no more than 3 years for learning disabilities. Applicants with learning disabilities should submit a copy of an appropriate educational psychologist's report for consideration. If your report is more than 3 years old, it will be accepted, as long as it is accompanied by a recent letter from a psychologist stating that the information in the report is still applicable to you as you are today.
- Be supplied on the medical practitioner's official letterhead and include the date and title, name, registration number, contact details, and signature of the medical practitioner.

Once supporting documentation is received, a confirmation email will be sent to your registered email address. The LAT Office will contact you if further documentation or information is required for the assessment of your request.

All applications will be processed at least two weeks prior to the test date. You will be informed of the outcome of your application in writing from the LAT Office. If approved, you will be able to view and accept your approved adjustments through your online account and you will be required to bring a printout of this page with you on the test day.

All information regarding reasonable adjustments will be treated confidentially and will not be forwarded to UNSW Law & Justice. Invigilators on the test day will be informed of the adjustments provided to you, but not of your condition. If you wish that invigilators be alerted of the nature of your condition, please indicate this in the application process.

There is no possibility of special consideration being given to test results. In no circumstances will scores be adjusted to account for any perceived disadvantage.

# 8

# Admission Ticket

The Admission Ticket is your official confirmation to attend the test centre or sit the test by remote proctoring. Test centre candidates will be informed about the location and the time to report on the day of the test. Remote proctoring candidates, will be informed of their username for the test session.

You must take a **printed copy** of the Admission Ticket to gain admittance to the test centre and have a printed copy to show the remote proctor. **Admission Tickets presented on electronic devices will not be accepted.** If you cannot

provide a printout of the Admission Ticket and appropriate photo identification on the test day you will be denied access to the test centre or to complete the test by remote proctoring.

Notification will be sent to your registered email address when the Admission Ticket is available through your online account, approximately two weeks before the test date. If your identification document details have not been entered in the registration form you will **NOT** be able to access your Admission Ticket. Remember that you will only be able to download the Admission Ticket, once you have entered your identification document details in the online registration form.

Please check your Admission Ticket carefully and contact the LAT Office immediately if there are any errors. The details on your Admission Ticket must match the details on the identification document that you will use on the test day. Only your first and last names are required to match; it is not necessary for your other names (including middle names) to appear on the Admission Ticket. Your other names, if provided when you created your account, will be printed on the Attendance Rolls given to the test centre supervisors so that they can be checked on the day, should there be any issues matching your Admission Ticket and your identification document.

Before you print the Admission Ticket, check that both sides of the print paper are blank; there should not be any marks on your Admission Ticket. Admission Tickets may be printed in black and white; you do not need to use colour. Please fill in your identification document number and sign your Admission Ticket beforehand and have it ready with you on the test day.

If you have issues accessing your Admission Ticket, you should contact the LAT Office by **5.00 pm AEST Monday 19 September 2022.** Please do not leave this to the last minute. The reverse page of the printed Admission Ticket will serve as a scratch paper for all candidates to plan their responses. It will be collected at the end of the test session in test centres. Attempting to remove scratch paper (Admission Ticket), or any notes, from the test room is considered misconduct. Remote Proctoring candidates will be asked to destroy the Admission Ticket upon completion of their test.

# Preparing for the LAT

Candidates are advised to attempt the sample test provided for the LAT. An interactive version will also be available online via the candidate's ACER account.

Candidates should try to complete the writing tasks in two hours under 'test conditions'. Once completed, it is often helpful to ask someone else to read the answers and to suggest improvements or alternative approaches to the stimulus. (Note that it is not necessary to agree with the stimuli). It can also be useful to put the tasks aside for several days before re-reading them to look for ways to make improvements. (Note: for the interactive version, candidates will have to print out a copy of their responses.)

Candidates are often concerned about the expected length of the writing tasks. Within reason, the quality of the writing is much more important than the length. Candidates only have 60 minutes to plan and write each task, and the assessors do not have unrealistic expectations of what can be produced in that time.

When candidates' writing is assessed, the assessors consider the following questions:

- How sophisticated are the ideas that the candidate has developed in response to the stimulus?
- To what extent and how well has the candidate explored the ideas and issues in the stimulus?
- Has the candidate developed a structured and organised piece of writing?
- Has the candidate written clearly and fluently?
- Is the language precise and appropriate?
- To what extent does the candidate demonstrate a nuanced and critical perspective through their response to the stimulus?

### Important considerations

- Responses are to be typed directly on the online response form for each question.
- Candidates must use the reverse page of the Admission Ticket to plan their responses.
- The LAT does not require any specific knowledge of Law. Therefore, the HSC or other Legal Studies courses will neither advantage nor disadvantage performance in the LAT. ACER and UNSW Law & Justice do not recommend or endorse any commercially available LAT preparation courses. The LAT Office is unable to comment on the relevance or usefulness of commercial preparation courses. It is possible that some commercial preparation courses might provide misleading information or advice to candidates. Neither ACER nor UNSW Sydney conduct LAT preparation courses.
- The LAT is designed to assess a candidate's ability to generate their own ideas and express themselves through writing. The most appropriate preparation for the LAT is for candidates to continue with their existing secondary or tertiary study, and exam preparation, which should include practice in formal written expression.



The LAT 2022 will be held on Thursday 29 September 2022. This is the only opportunity to sit the LAT in 2022.

You are required to:

- show identification
- arrive at the test centre at the specified arrival time
- bring only permitted stationery if undertaking an in-person test.

### Show identification on test day

On the test day you are required to show one current form of photo-bearing identification. Documents that have expired will NOT be accepted under any circumstances. Student cards and photocopies of identity documents are also not acceptable forms of identification.

Acceptable forms of identification are:

- passport
- driver licence (learner permit, probationary or full licence).
- Australian Keypass
- Australian Proof of Age Card
- New Zealand 18+ Card

The photograph on your identification document must be recognisable as a likeness to you as you are on the day of the test. **No other form of identification will be accepted including any photo identification in digital format.** 

If you do not have one of these types of identification, please allow enough time to organise one before the test date as you will not be able to enter the test centre or sit by remote proctoring without an approved form of identification. Some of these identification documents can take approximately a month to obtain.

### Using licences as identification

If you intend to use your driver's licence as identification and need to renew or update your licence before the test date (e.g. changing from a learner's permit to a probationary licence or from a probationary licence to a full licence), ensure that you allow adequate time to receive the new licence. A temporary licence document without a photograph will not be accepted as identification.

# Please note that South Australian and New South Wales digital driver's licences will not be accepted.

Your date of birth, first and last name on your identification must match your Admission Ticket details.

If you do not present an acceptable identification document, together with your printed Admission Ticket, you will not be able to sit the LAT and your registration fee will be forfeited.

### Arrival time at test centre

You will be assigned to a test centre in your chosen city. The exact address and arrival time will be printed on your Admission Ticket that will be available through your online account approximately two weeks before the test (see page 8). You must report to this centre at the designated time; do not arrive before the indicated time. The test itself will start as soon as all pre-testing procedures are completed. If you report to the centre after all candidates have been seated in the testing room, you may not be admitted. No latecomers can be admitted once the test has started.

### Sitting by Remote Proctoring

Remote proctoring is only available on the main LAT test day: Thursday 29 September 2022.

Candidates approved to sit the LAT by remote proctoring must sit the test at a suitable location with good internet connection using their own computer. Candidates also need to ensure that their test room is set up to the requirements listed in the Remote proctoring section on page 6.

### Timing and order of the test

The LAT requires time for pre-testing procedures to be completed and then 2 hours for the actual test. **Starting and finishing times cannot be guaranteed. Please allow 4 hours at the testing centre.** 

The LAT is a high-stakes test administered under secure test conditions. **You may not leave the test centre before the full testing time has elapsed.** If candidates leave early, they will not receive their LAT score. Once a candidate has departed the test centre, it is not possible to re-enter and continue the test.



Once a candidate has submitted their test, they will not be able to return to it and work on it again.

Candidates may use the bathroom during testing time, but not in the last 10 minutes of the test. Additional time is not granted for bathroom breaks.

Remote proctoring candidates should allow up to 3 hours or more (in the event of technical issues) for the test session.

### What to bring or have on test day

You need to bring/have the following with you on the test day:

- printed LAT Admission Ticket
- current photo-bearing identification document
- blue/black pens and/or pencils, eraser and sharpener.

### **Test centres**

- Candidates may bring a bottle of drinking water into the test room with them.
- Clocks are provided in the test room.
- Candidates may wear an analogue wristwatch, but any alarm or stopwatch features must be switched off.
- Valuables such as wallets, keys and mobile phones may be placed under the desk during the test.
- Mobile phones must be switched off and placed face up under the desk. Mobile phones must not be worn on the body and must not be accessed during the test.
- Candidates are advised to bring only essential items, as neither the test centre nor the LAT Office can be held responsible for the security of their belongings. There will be only limited space to store bags and candidates will not be allowed to access their bags until the end of the test.

### **Remote proctoring**

Your desk must be clear of all items including mobile phones. Your mobile phone is permitted in the test room in case your proctor has to call you if technical issues arise during your test session (e.g. internet drop-out). However, this is the only circumstance in which you can use a mobile phone during your test session.

You may have a clear bottle or glass of water at your desk. No other people, including dependent

children, or animals (pets) are permitted in the test room.

All other items, including but not limited to calculators, dictionaries, tablets, digital watches, smart watches, smart glasses, note paper, pencil cases, rulers, highlighters, audio or recording electronic devices of any kind, are prohibited and their use will be considered an act of misconduct. (See the Misconduct section on page 12).

Access to food (including sweets and nuts), earplugs, medication or other medical equipment (e.g. support cushion) during the test is only be permitted due to a medical condition and can only be allowed if candidates have been granted relevant reasonable adjustments. Please refer to the section on Reasonable adjustments on page 7.

### Test day issues

### **Test centres**

If you want to query a particular test question on the day of the test, alert the supervisor and submit a written note before you leave the test centre. Your query will be reviewed by the LAT Office and you will be notified of the outcome. Similarly, any complaints relating to the test venue or physical discomfort suffered should be reported immediately to the supervisor on the day so the issue can be addressed without delay.

#### **Remote proctoring**

Please email the LAT Office if you wish to query a particular test question.

If you experience any issues (e.g. technical or connection problems) during your test session, communicate these to the proctor immediately. If the issue cannot be resolved, or for any other queries and concerns you may have regarding your test session, please contact the LAT Office by email or phone immediately so the issue can be addressed without delay. If you need to report an issue to ACER regarding your remote proctoring test session, please provide as much information as possible. Your case will be investigated based on the ProctorU test session records, ACER online test logs, and any information provided by you in writing. ACER will take appropriate actions to rectify the issue and/or reschedule your test session. Candidates will have to sit and complete the test during the rescheduled test session. No further extension will be granted.



### Security

The LAT is a high-stakes test. ACER, in conjunction with UNSW Sydney, has established security procedures which will be strictly enforced at all times.

### Misconduct

Misconduct includes:

- Attempting to take the LAT as an ineligible candidate.
- Breach of any of the security arrangements for the LAT.
- Impersonation.
- Attempting to remove scratch paper (Admission Ticket), or any notes, from the test room.
- Attempting to copy or memorise all or part of the test.
- Failure to follow test supervisor's or proctor's instructions at all times.
- Giving or receiving assistance during the test.
- Creating a disturbance.
- Using prohibited aids (including but not limited to: notes, scrap paper, dictionary, calculator, mobile phone, digital watch, smart watch, smart glasses, audio or recording device of any kind, stationery items other than pen, pencil, eraser and sharpener etc.).
- Copying another candidate's work.
- Continuing to type/write even after the instruction is given to stop.
- Using a web browser to access websites other than the test during the test session.
- Using other software, except those authorised by ACER, during the test.
- Having any other person in the test room including dependent children or animals/pets (only for remote proctoring candidates).
- Talking out loud during the test session unless it is to ask your online proctor a question.
- Using the test questions, their content or information about them for purposes other than your sitting of the LAT is prohibited. This includes publishing the LAT questions or any of their content or information about them on the internet, any digital format or otherwise; and/or passing the LAT questions, any of their content or information about them to third parties.

- The giving of false or misleading information at any stage in connection with your participation in the LAT.
- Infringement of copyright. Copyright infringement includes: performing those rights or authorising the performance of those rights which are granted at law exclusively to the copyright owner. These rights include the exclusive right to reproduce the copyright work in a material form and to communicate that work to the public.
- In any way breaching (as determined by ACER in its absolute discretion) any of the terms and conditions of your registration to participate in the LAT.
- Infringement of any rights (including but not limited to intellectual property rights) whatsoever relating to or subsisting in the LAT or any part or element of it, including but not limited to the concept, structure, administration or conduct of the LAT, the LAT trade mark and any LAT preparation materials prepared or published by or on behalf of ACER.
- Any negligent, unlawful or wilful act or omission by you which ACER, in its absolute discretion, renders you to be unfit to participate in any LAT test, whether or not you are registered to participate at the time of ACER's determination.

### **Consequences of misconduct**

Consequences of misconduct include cancelling your registration to sit the LAT without any refund; withholding your LAT test results; or disqualification from sitting any ACER test (whether it is the test for which you have registered or otherwise).

It is also possible that the misconduct will be referred to UNSW Sydney.

YOU ARE PUT ON NOTICE that except as expressly provided at law, there is no right to challenge, appeal or seek review of any determination by ACER that misconduct has occurred or in relation to any consequences imposed by ACER for any misconduct. You should also be aware that your misconduct might also give rise to liability on your part to third parties, including but not limited to UNSW Sydney.

# LAT results

LAT 2022 results will be released to candidates between mid–late November 2022.

LAT 2022 scores can be used for admission to the Undergraduate Law Degree program (Double Law UAC code 426000 or Psychology (Honours)/Law UAC code 426060). **Do not register for the LAT unless you are planning to apply for admission to UNSW Law & Justice commencing in 2022 or 2023 AND you meet the eligibility criteria**.

Candidates will be emailed to inform them that their results are available.

Candidates will receive a single score in the range of 0–100, and a percentile band indicating their performance relative to all other candidates who sat the LAT in 2022.

An online statement of results will be available to download from your account. There are no pass or fail scores.

Candidates will not be provided with any additional information on the scoring process. All such information remains the property of ACER and UNSW Sydney. A candidate has no right to request an examination of ACER's scoring processes and methodologies.

To protect candidate confidentiality, under no circumstances will results be released over the phone, by fax or by email.

UNSW will consider LAT results and your academic results (ATAR or equivalent) in the selection process. The ATAR will be combined with the LAT result on a sliding scale so that those with a very high ATAR require a lower LAT score and those with a lower ATAR require a higher LAT score.

All enquiries regarding admissions should be directed to UNSW Sydney. ACER is not involved in the assessment of applications for admission to the Undergraduate Law Degree programs at UNSW Sydney.

### Withholding of results

You will only receive your LAT test score if you have complied with the LAT test policies and procedures. Your score may be withheld or cancelled if ACER learns, either on or after the test day, that you have violated the LAT test policies and procedures. Even if ACER cannot confirm your direct involvement in the breach of policies and procedures your LAT test score may be withheld or cancelled if ACER has reason to question the validity of your scores.Examples of when the validity of LAT test scores may be challenged :

- intended or unintended exposure to LAT content
- contradictory performance on different parts of the LAT
- atypical performance over different LAT test sittings.

### **Currency of results**

Your LAT result will be valid for two years. For example, if you are in Year 11 in 2022 and sit the test, you can use your LAT result for your application to UNSW Law & Justice in 2023.

Should you choose to sit the LAT as a Year 11 student, you are also eligible to sit the LAT when you are in Year 12. UNSW Sydney will consider the better of your two results, when making their selection decisions.

### Appeals

Unless otherwise required by law or as expressly provided herein, ACER will not entertain any challenges of or requests or demands to review LAT results or any determination by it that any misconduct has occurred or in relation to any consequences imposed by ACER following a determination that misconduct has occurred. Nor is it possible to give special consideration for impaired performance on the day of the test caused by illness or unexpected personal situations.

Any complaints relating to the test venue or remote proctoring test sitting, including physical discomfort suffered should be reported immediately to the test supervisor/proctor on the day, and in writing to the LAT Office within three days of the test administration.

You are advised that LAT results are released only after careful calculation and extensive checking. Each LAT writing piece will be examined and marked by two expert assessors. LAT results will be final and no appeals will be allowed.

### **Re-sit**

You can sit the LAT more than once and only your best LAT result will be considered for entry.

The LAT is only offered once per year and the LAT results are only valid for two years.

2 LAT declaration

IMPORTANT: Please read the LEGAL NOTICE at the end of this LAT 2022 Information Booklet.

This Booklet, including the Legal Notice will form part of the binding agreement between You and The Australian Council for Educational Research Ltd (ABN 19 004 398 145) ("ACER") if You register to take the LAT 2022 test.

You should make sure that You understand fully and are familiar with the contents of this Booklet (including the Legal Notice) before You submit Your registration for the LAT 2022.

When You submit Your registration You AGREE:

- To the terms and conditions contained in the LAT 2022 Information Booklet applying to Your sitting of the LAT 2022 and all matters consequent thereon;
- In the event of the LAT 2022 being compromised or having to be cancelled due to circumstances beyond ACER's control it may be necessary for You to re-sit the LAT 2022 on a date and at a testing venue to be specified by ACER;
- That to sit the LAT 2022 You are a bona fide prospective applicant to a course for which the LAT is a prerequisite;
- 4. You meet the requirements for eligibility set out in the LAT 2022 Information Booklet;
- Not to use or divulge to any third party information concerning the test questions in the LAT 2022 for Your own or any third party's personal or commercial gain;
- Not to post or publish any specific part or aspect of the content of the LAT 2022. This includes publication on the internet, in any digital format or other format;
- 7. That the information that You give in Your application for registration for the LAT 2022 is true and correct. The giving of false or misleading information constitutes misconduct and may jeopardise Your chances of being admitted to any course for which the LAT is a prerequisite; and
- 8. That You are the person whose name and address appears on this registration form.

- 9. That if You choose to sit by remote proctoring, You agree to provide Your Personal Information to a third -party, ProctorU (ACER's current provider of remote proctoring) which is based in the United States after having viewed <u>ProctorU's privacy policy</u>. You acknowledge and consent to having your Personal Information stored outside of Australia.
  - I confirm that I have read the LAT 2022 Information Booklet and specifically the Legal Notice.
  - I agree/accept the terms and conditions of participation in the LAT 2022 and specifically the Legal Notice.



- By completing and submitting the registration form for the LAT 2022 located at <u>https://lat.acer.org</u> You are offering to enter into a legal agreement with The Australian Council for Educational Research Ltd (ABN 19 004 398 145) (ACER).
- 2. The **TERMS AND CONDITIONS** which will apply to Your application for registration and to Your registration to participate in the LAT 2022 are contained in this Booklet, including this Legal Notice. The Terms and Conditions cover, amongst other things, Your sitting the LAT, payment of the registration fee, refunds of fees, access to the LAT preparation materials and release of the LAT results.
- 3. Before lodging Your Registration, You should make sure You understand fully and are familiar with the contents of this Booklet, including this Legal Notice.
- 4. You may have legal rights and guarantees under the Australian Consumer Law (being Schedule 2 to the Competition and Consumer Act 2010 (Cth), as amended from time to time). If the publication of this Booklet or Your registration for or participation in the LAT 2022 involves a supply of goods or services to a consumer within the meaning given in the Australian Consumer Law, nothing contained in this Booklet excludes, restricts or modifies the application of any consumer guarantee provided in the Australian Consumer Law, the exercise of any right or remedy in respect of, or the imposition of any liability for the failure to comply with any relevant guarantee.
- 5. Subject to point 4:
  - a. To the maximum extent permissible by law (and for the avoidance of doubt, subject to any guarantees, rights, remedies or obligations which cannot be excluded, restricted or modified under the Australian Consumer Law), ACER expressly, irrevocably and totally disclaims any liability whatsoever for any loss or damage whatsoever and howsoever arising in connection with or resulting from: Your participation (actual, potential, contemplated or cancelled for any reason whatsoever) in the LAT; and Your test results, including, but not limited to, any representations made by ACER or its personnel (including agents, subcontractors and consultants) in respect of the LAT and

the accuracy of any information contained in this Booklet;

- b. To the fullest extent permitted at law, You acknowledge and accept that the entire risk of Your participation in the LAT is assumed by You and that ACER will have no liability whatsoever to You for any loss, harm, damage, cost or expense (including legal fees) or any direct, special, indirect, incidental, punitive or consequential loss or damage (including, without limitation, economic loss, loss of contract, profit, revenue, income, opportunity, goodwill, information, anticipated savings, business relationships, production or data) whatsoever and howsoever arising;
- c. You acknowledge and accept that, to the fullest extent permitted at law, ACER gives NO WARRANTY or guarantee and makes no representation whatsoever that: registering for or sitting the LAT will guarantee You or secure for You a placement with an educational institution; or that You will be provided with Your LAT results (other than in strict accord with this Agreement).
- To the fullest extent permitted at law, You release and fully indemnify ACER, its officers, employees and agents from and against all claims, liabilities, costs, demands and expenses whatsoever and howsoever arising from or in connection with:
  - a. Your registration for or participation (actual, potential, contemplated or cancelled) in the LAT; or
  - b. Any breach by You of the terms and conditions of Your participation (actual, potential, contemplated or cancelled) in the LAT. These releases and indemnities survive Your participation (actual, contemplated, potential or cancelled) in the LAT and whether or not You are offered or accept a placement with any educational institution for any course whatsoever.
- 7. In the event that any law implies terms or guarantees into the offering or conduct of the LAT which cannot be lawfully excluded, restricted or modified, such terms or guarantees will apply, save that the liability of ACER for breach of any such term or guarantee will, to the extent legally permitted, be limited

15



to the refund of the price paid for any relevant goods or services.

- 8. ACER has made every effort to ensure the accuracy of the information provided in this Booklet. ACER reserves the right to alter or amend any detail contained in the Booklet in its absolute and unqualified discretion. Any alteration or amendment will take effect immediately upon publication of the alteration or amendment on <a href="https://lat.acer.org">https://lat.acer.org</a>
- 9. By completing and submitting the LAT registration form:
  - a. You confirm that You have read in its entirety and accept the contents of this Booklet, including the Legal Notice.
  - b. You confirm Your agreement with the terms and conditions contained in this Booklet.
  - c. You acknowledge that You have been entitled to obtain legal advice concerning any matter covered in this Booklet, whether or not You have in fact sought any legal advice.

- d. You acknowledge and accept that this Booklet contains the entire agreement between You and ACER concerning Your participation in the LAT 2022 and that no matter, information or representation not expressly contained in this Booklet has induced You or had any bearing on You to seek registration for the LAT 2022.
- e. You accept and unconditionally undertake to strictly comply with the terms and conditions contained in this Booklet.
- f. You acknowledge and accept that Your agreement with ACER will be governed by the laws of the State of Victoria, Australia.
- g. You submit to the jurisdiction of the Courts chosen by ACER and any of the Courts of Appeal therefrom to determine any dispute (whether as to the interpretation of Your agreement with ACER, or any matter concerning performance or compliance of the agreement or otherwise) or to determine any claims brought or made against You by ACER or its authorised nominee.





Contact

Any queries about LAT should be directed to:

### LAT office

<u>lat@acer.org</u> ACER LAT Office Phone: +61 7 3238 9000

Postal address: ACER LAT Office PO Box 3049 South Brisbane QLD 4101 Australia

### UNSW Law & Justice contact details <u>unsw.to/lat</u> <u>futurestudents.unsw.edu.au/ask-question</u>