



FAQ – ADELAIDE GRADUATE AWARD

Information for AUU Clubs

What is the Adelaide Graduate Award?

The [Adelaide Graduate Award](#) is a free employability development program that formally recognises participation in extra-curricular activities (including paid work, volunteering, and professional development).

To earn the Award, you must complete at least 150 hours of extra-curricular activities (including at least 30 hours of volunteering) during your degree. You also attend two Career Services workshops, develop your resume and LinkedIn, and prepare a 500-750 word reflection about your extra-curricular experiences.

On completion, you get a formal certificate of recognition, and the Award is listed on your academic transcript.

What AUU Club activities count towards the Award?

Being a Club Committee member can be claimed towards the Award as volunteering. Any hours spent on official club administration, meetings, events, and associated duties (e.g. writing minutes, planning, supervision) can be included.

Club members who actively volunteer at club activities and events (e.g. running stalls, event support) can also claim these hours towards the Award.

What are the evidence requirements for the Award?

To count an activity towards the Award, students must provide evidence of participation hours (verified by a third party).

For Club Committee roles or club volunteering, a [confirmation letter/email](#) from the Club President (or any other Committee Member) verifying the hours is suitable for evidence. The letter/email needs to be sent directly to the student who requested the evidence, and then they must upload it into their [online Award Checklist](#) to claim it towards the Award.

We recommend Committee Members keep their own diary or list of the dates and hours they complete in their role, so that they can show this to the Club President/Committee Member and make their job of verifying the hours easier.

What are the Award deadlines?

To be eligible for the Award, students in the final year of their degree in 2022 (in any study period) need to do the following by **15 March**:

- [Register online](#)
- Complete 30-minute MyUni Orientation
- Submit Development Plan (short web form listing your extra-curricular activities)

Who can I contact for more information?

Please contact Philippa Hook, Project Officer (Employability) at graduateaward@adelaide.edu.au