

Graduate Diploma in Radio & Podcasting

2027 Application Guidance Notes

AFTRS

Australian Film Television
and Radio School

Welcome, storyteller

This is where you start your journey in the Graduate Diploma in Radio & Podcasting.

The Graduate Diploma in Radio & Podcasting is a hands-on dynamic course for emerging broadcasters, podcasters and radio producers. We're looking for voices to tell the audio stories important for Australia: voices from all parts of this country, representing the richness of life experiences and backgrounds that makeup our society.

This document brings together everything you need to know, including what we're looking for and how to present your experience in a way that feels true to you. We know that applying for higher education is a big commitment, and sharing your work can feel vulnerable. We're interested in your potential, ideas and perspective. We value the full range of your lived experience, not just professional or educational. There's no single way of showing this, so use this document as a guide, and focus on showing us what matters most to you.

If you'd like support throughout the application process, our [Admissions Team](#) are here to help.

An overview of the application

As part of applying to study at AFTRS, you'll be asked to complete an online application, and supply some additional materials. These will include:

- your audio task
- your written task
- a certified copy of your degree OR degree equivalence form
- a certified copy of your passport or birth certificate.

You'll find more details on each of these in the following pages.

At any point if you have questions, or if you're having challenges with any part of this application, our [Admissions Team](#) are here to help.

Accessibility

We are committed to providing reasonable adjustments through our admissions process. Requests for reasonable adjustments will be treated confidentially and will not disadvantage your application. If you require any support or reasonable adjustments during the process, please contact our [Admissions Team](#).

Admission Requirements

Prior Educational Requirements

Because the Graduate Diploma in Radio & Podcasting is a postgraduate qualification, you're required to hold an undergraduate degree at bachelor level OR to have equivalent experience and/or training. This requirement helps you get the most out of your time with us.

We recognise there are many ways to demonstrate this equivalent experience. We've listed a number of common pathways below. If you'd like to discuss whether your experience would be considered equivalent, please contact our [Admissions Team](#).

UNDERGRADUATE DEGREE

Applicants in this category must have graduated from a recognised undergraduate degree (or higher) from an Australian Higher Education Provider or equivalent overseas institution.

WHAT TO SUBMIT: A certified copy of your testamur, academic transcript or other equivalent official document.

Alternatively, you can share your documentation securely via [My eEquals](#) to applications@aftrs.edu.au.

EQUIVALENT WORK EXPERIENCE AND/OR TRAINING

Applicants who do not hold an undergraduate degree may be eligible to apply by degree equivalence.

In your application, you will be asked to demonstrate that you have achieved corresponding learning outcomes by completing a similar volume of relevant work experience and/or training. You'll be asked to list any experience or training, including a title, description and date range. If your experience is based on podcast or content creation, please also include in the description 1-2 links to your work, if available.

Examples of equivalent work experience and/or training may include:

- Year 12 completion AND a minimum of 24 months' relevant experience
- a relevant Diploma/Advanced Diploma AND a minimum of 12 months' relevant experience.

Relevant experience may include:

- work or volunteer experience in radio (community, commercial or public)
- Experience in media other than radio (for example, as a journalist, TV producer, marketing manager, theatre performer or manager)
- video or sound recording/engineering
- sustained regular podcast creation
- sustained regular online content creation, including social media or live – streaming.

WHAT TO SUBMIT: Completed degree equivalence section of your application form.

Citizenship/Residency Requirements

The Graduate Diploma in Radio & Podcasting is only available to domestic students.

You are considered a domestic student for application purposes if you are:

- an Australian citizen
- a New Zealand citizen
- an Australian permanent resident
- an Australian permanent humanitarian visa holder.

WHAT TO SUBMIT: A certified copy of your birth certificate or passport.

Adjustment Factors

AFTRS is committed to reflecting the full breadth of Australian talent. We know that access to training, industry networks and resources isn't equally distributed.

To help address that imbalance, we apply "Adjustment Factors". These are extra points added automatically based on information you provide in your application. You don't need to do anything extra. If we need anything further, we'll be in touch to talk it through.

A maximum of 10 adjustment factor points applies.

<p>ABORIGINAL AND TORRES STRAIT ISLANDER PERSONS</p> <p>Domestic applicants who identify as being of Aboriginal descent, Torres Strait Islander descent or of Aboriginal and Torres Strait Islander descent.</p>	10
<p>CULTURALLY AND RACIALLY MARGINALISED PERSONS AND/OR THOSE FOR WHOM ENGLISH IS AN ADDITIONAL LANGUAGE OR DIALECT</p> <p>Applicants who have lived experience of cultural and/or racial marginalisation.</p> <p>We use the term culturally and racially marginalised (CARM) to refer to people who are not white. This group includes people who are Black, Brown, Asian, or any other non-white group, or who face marginalisation due to their culture, race, or religion (Diversity Council Australia, 2023).</p> <p>AND/OR</p>	2

<p>Applicants whose first language is a language or dialect other than English and who have required additional support to develop proficiency in Standard Australian English.</p>	
<p>PERSONS WITH DISABILITY</p> <p>Applicants who identify as living with disability. We use the definition in the Disability Discrimination Act 1992.</p>	2
<p>REMOTENESS</p> <p>Domestic applicants whose Australian residential address is outside NSW and/or identified by the Australian Bureau of Statistics as being in Inner Regional Australia, Outer Regional Australia, Regional Australia, Remote Australia or Very Remote Australia.</p>	2
<p>SOCIO ECONOMIC DISADVANTAGE</p> <p>Domestic applicants whose Australian residential address is identified by the Australian Bureau of Statistics as being in the lowest 25% on the Index of Relative Socio-Economic Disadvantage.</p>	4

If you have questions about Adjustment Factors or whether you might be eligible, please contact our [Admissions Team](#).

Application Task 1: Audio Story

Submit two audio recordings.

Recording 1: Tell us your story

Tell us why you want to study at AFTRS.

You can include: what makes you unique, your career ambitions, your interests or hobbies, your family background, the types of stories you'd like to tell, or anything else you want us to know about you.

This recording should be up to 2 minutes long.

Recording 2: A segment for radio or podcast

Choose any radio station or podcast.

Record a short segment or talk break for the radio station or podcast you've chosen. The segment can be as creative as you wish. You can also include audio elements like music, sound effects, callers or interview guests if you'd like.

This recording should be up to two minutes long.

Also include a short text document describing which radio station or podcast you have chosen, and which audience your segment would appeal to.

Tech and Format

- Audio can be recorded on any device/s, including smart phones. We are not assessing your technical skills or access to equipment.
- Your recordings must be submitted as MP3 files.
- Each recording should be up to two minutes long.

What We're Looking For

- We are listening for your potential to make compelling audio that can connect to your audience, not your technical skills (we can teach you those).

Selection Criteria Assessed

- Evidence of curiosity, original creative thinking and enthusiasm.
- Evidence of ability to complete complex tasks and critical thinking.
- Excellent communication skills, including for a broadcast, online or live audience.

Application Task 2: Written Task

Provide a resume or CV, including your relevant professional and lived experience.

Make sure to include date ranges for your experiences, as well as the contact details of one reference who may be contacted to verify any details.

Your CV should be submitted as a PDF file.

Tech and Format

- Your written task should be submitted as a PDF file.
- Make sure you use a font that's easy to read.
- This task should be one-two pages long.

What We're Looking For

- We want to understand your journey so far. Make sure you include experiences, even if you're not quite sure how they're relevant to radio or podcasting. For example, expertise in other fields, parenting or caring responsibilities, volunteering or passion projects and connection to community all help us understand your journey to date.
- We look for your career ambitions, and your commitment to media or related fields.

As you put together your CV, consider: What experiences have shaped how I see the world, even if they're not obviously relevant to radio or podcasting?

Selection Criteria Assessed

- Evidence of interest in, engagement with and aspirations within radio and/or podcasting, or related industries.
- Broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.

A Note About Your Audio and Written Tasks

Make sure it's your own work

The purpose of these tasks is for us to get to know you: your skills, abilities and journey so far, as well as your ambitions. Although we understand that media is often a collaborative effort, we want to see and hear what you can do in these application tasks.

If you're using any work that's not your own, you need to acknowledge it.

Use of generative AI

We want to understand what you're capable of and what stories you want to tell.

We appreciate that generative artificial intelligence (AI) tools – including platforms such as ChatGPT, Claude, Notebook LM and Descript – can have benefits for learning and creativity. We also know they can be used in ways that make it difficult to assess your specific creative, craft and communication skills.

You are not allowed to submit any work that is created in part or whole by a generative AI tool and claim it as your own. If you're using any work that is not your own, it must be acknowledged.

We strongly discourage you from using AI in any part of your application.

If you have concerns or questions about the use of AI tools, please don't hesitate to contact our [Admissions Team](#).

Certified Copies

A certified copy is a copy of an original document that has been confirmed as a true and accurate copy by an authorised person.

You'll need to provide certified copies of some documents as part of your application. This includes your highest educational qualification, and proof of identity and citizenship (such as birth certificate or passport).

If you're unsure about any of these requirements, or it's difficult to access an authorised person, please contact us. We're here to help.

HOW TO HAVE A DOCUMENT CERTIFIED

To have a document certified, take the original and a copy to an authorised person.

They will check the original and confirm the copy by writing or stamping on every page of the copy:

"I have sighted the original document and certify this to be a true copy of the original."

They will also include their full name, signature, date, registration number (if any) and their designation – for example, "Justice of the Peace" – on every page of the copy.

WHO IS AUTHORISED TO CERTIFY A DOCUMENT?

You can have your documents certified by a range of people, including:

- a Justice of the Peace (with a registration number)
- an accountant (members of the Institute of Chartered Accountants in Australia, or the Australian Society of Certified Practising Accountants, or the National Institute of Accountants, or the Association of Taxation and Management Accountants or Registered Tax Agents)
- a police officer (rank of sergeant or above)
- a barrister, solicitor or patent attorney
- an Admissions or Student Services Officer at AFTRS or any Australian university, TAFE or higher education institution
- a principal, deputy principal, assistant principal or delegate of an Australian high school, secondary college or primary school
- a bank or credit union manager
- a post office manager
- a commissioner for declarations
- a pharmacist.

How do we assess applications?

Selection Criteria

We use the following selection criteria to assess all applications:

- Evidence of curiosity, original creative thinking and enthusiasm.
- Excellent communication skills, including for a broadcast, online or live audience.
- Evidence of ability to complete complex tasks and critical thinking.
- Evidence of interest in, engagement with and aspirations within radio and/or podcasting, or related industries.
- Broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.

Application Assessment Panel

An assessment panel of industry and education experts uses the rubric below to assess applications against the selection criteria.

These rubrics explain how your application will be assessed. They set out the criteria we use and what this might look like across a range of applications, so every applicant is considered fairly and consistently.

We use them to focus on your potential, ideas and perspective, not the opportunities or resources you've had access to.

You can use the rubrics to understand what we're looking for and to guide how you present your work and experiences in a way that feels true to you.

Assessment Rubric

Application Task Selection Criteria	85-100	75-84	65-74	50-64	0-49
<p>Audio Task (60%)</p> <p>Evidence of curiosity, original creative thinking and enthusiasm.</p> <p>Excellent communication skills, including for a broadcast, online or live audience.</p> <p>Evidence of ability to complete complex tasks and critical thinking.</p>	<p>The tasks are conceptually confident, with very clear evidence of curiosity, originality and enthusiasm.</p> <p>The applicant demonstrates exceptional communication skills with a layered understanding of audience/s.</p> <p>The tasks demonstrate exceptional and nuanced critical thinking and ability to complete complex tasks.</p>	<p>The tasks are conceptually strong, with clear evidence of curiosity, originality and enthusiasm.</p> <p>The applicant demonstrates strong communication skills with detailed understanding of audience/s.</p> <p>The tasks demonstrate strong critical thinking and ability to complete complex tasks.</p>	<p>The tasks are conceptually solid, with some evidence of curiosity, originality and enthusiasm.</p> <p>The applicant demonstrates solid communication skills with a good understanding of audience/s.</p> <p>The tasks demonstrate solid critical thinking and ability to complete complex tasks.</p>	<p>The tasks are conceptually limited, with limited evidence of curiosity, originality and enthusiasm.</p> <p>The applicant demonstrates some communication skills with some understanding of audience/s.</p> <p>The tasks demonstrate some critical thinking and ability to complete complex tasks.</p>	<p>The tasks are not coherent, with limited evidence of curiosity, originality or enthusiasm.</p> <p>The applicant has demonstrated limited communication skills with limited consideration of audience/s.</p> <p>The tasks demonstrate limited critical thinking and ability to complete complex tasks.</p>
<p>Written Task (40%)</p> <p>Evidence of interest in, engagement with and aspirations within radio and/or podcasting, or related industries.</p> <p>Broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.</p>	<p>The applicant articulates exceptional engagement in radio, podcasting or related fields, with nuanced aspirations.</p> <p>The applicant demonstrates exceptional broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.</p>	<p>The applicant articulates a strong engagement in radio, podcasting or related fields, with clearly articulated aspirations.</p> <p>The applicant demonstrates strong broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.</p>	<p>The applicant articulates a solid interest and/or engagement with radio, podcasting or related fields.</p> <p>The applicant demonstrates good broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.</p>	<p>The applicant articulates a limited interest in and/or engagement with radio, podcasting or related fields.</p> <p>The applicant demonstrates broad life experience, general knowledge, specialist knowledge on any topic or cultural knowledge.</p>	<p>The applicant has not articulated an interest in or engagement with radio, podcasting, or any related industries.</p> <p>The applicant does not demonstrate, or demonstrates in a limited way, broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.</p>

Application Interview

On rare occasions, applicants will be invited to participate in an interview as part of the application process. This is a chance to add to your application, sharing more about your ideas, experience, and potential.

We assess the interview using the rubric below:

Interview Selection Criteria	85-100	75-84	65-74	50-64	0-49
Evidence of curiosity, original creative thinking and enthusiasm. (20%)	The tasks are conceptually confident, with very clear evidence of curiosity, originality and enthusiasm.	The tasks are conceptually strong, with clear evidence of curiosity, originality and enthusiasm.	The tasks are conceptually solid, with some evidence of curiosity, originality and enthusiasm.	The tasks are conceptually limited, with limited evidence of curiosity, originality and enthusiasm.	The tasks are not coherent, with limited evidence of curiosity, originality or enthusiasm.
Excellent communication skills, including for a broadcast, online or live audience. (20%)	The applicant demonstrates exceptional communication skills with a nuanced understanding of audience/s.	The applicant demonstrates strong communication skills with detailed understanding of audience/s.	The applicant demonstrates solid communication skills with a good understanding of audience/s.	The applicant demonstrates some communication skills with some understanding of audience/s.	The applicant has demonstrated limited communication skills with limited consideration of audience/s.
Evidence of ability to complete complex tasks and critical thinking. (20%)	The tasks demonstrate exceptional and nuanced critical thinking and ability to complete complex tasks.	The tasks demonstrate strong critical thinking and ability to complete complex tasks.	The tasks demonstrate solid critical thinking and ability to complete complex tasks.	The tasks demonstrate some critical thinking and ability to complete complex tasks.	The tasks demonstrate limited critical thinking and ability to complete complex tasks.
Evidence of interest in, engagement with and aspirations within radio and/or podcasting, or related industries. (20%)	The applicant articulates exceptional engagement in the radio/podcasting, or related fields, with nuanced aspirations.	The applicant articulates a strong engagement in the radio/podcasting, or related fields, with clearly articulated aspirations.	The applicant articulates a solid interest and/or engagement with the radio/podcasting, or related fields.	The applicant articulates a limited interest in and/or engagement with the radio/podcasting, or related fields..	The applicant has not articulated an interest in or engagement with the radio/podcasting industry, or any related industries.
Broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge. (20%)	The applicant demonstrates exceptional broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.	The applicant demonstrates strong broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.	The applicant demonstrates good broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.	The applicant demonstrates broad life experience, general knowledge, specialist knowledge on any topic or cultural knowledge.	The applicant does not demonstrate, or demonstrates in a limited way, broad life experience, general knowledge, specialist knowledge on any topic and/or cultural knowledge.

Learn more

If you haven't found the information you need, or need support with your application, contact our Admissions Team.

applications@aftrs.edu.au

1300 223 877

Accessibility

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Australian Film Television and Radio School

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Sydney NSW 2021

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