My Enrolment:

HOW TO ENROL IN UNITS

STUDENT HELP GUIDE
Note: Before you can enrol in units, you must have accepted your offer.

01

Enrol in units

• Log in to My Enrolment with your Student ID and password.
• Accept our terms and conditions by following the Read and Accept link. If you are asked for your parent/guardian details, click Provide, enter your details and then click Update Information to submit.

Note: If you’re asked to submit your Request for Commonwealth Support, click Provide (this form is mandatory to confirm your Commonwealth Supported Place). If you’re eligible, and wish to apply for HECS-HELP, you can do this on the same form. View our help guide for more assistance.
• You can now view your study plan.

Note: Refer to your Course Planner to help you enrol in the correct units. For assistance in choosing majors and minors, view our help guide.

All the units in your course will be listed as Planned on your study plan.

Core units = C | Elective units = E | Specialisation units = S

• Select each unit you wish to enrol in and choose a teaching period and study mode from the drop-down box.

Note: If a unit has only one teaching period availability (i.e. there is no choice of teaching periods), the teaching period will be pre-populated for you. To enrol in an online unit, select an Online or Electronic study mode instead of Classroom based.

• Check the enrol checkbox next to each unit you want to enrol in.
• Click **Enrol** at the very bottom of the screen.

Note: If you do not meet the prerequisite requirements to study a unit (e.g. you must have completed a particular unit beforehand, or have a certain number of credit points), a failure message will appear when you attempt to enrol. You will be able to view a unit’s **Requisite Information** in your study plan. For more information about the unit, click **More Details**.

• Your selected unit/s will now display. Check to make sure that all the details on this page are correct; then click **Confirm Enrolment**.

• To view a summary of your enrolled units, click **Current Enrolment** in the left-hand navigation.

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**BH-ENGP-PROF Bachelor of Engineering (Honours) (Professional) - Enrolment Confirmation**

**Success**

**Next Steps**

1. Proceed to your enrolment details.

**Need Help?** You can talk to your Study Advisor, or search our **Student FAQs (Kal. George)**

- **Study Plan Details**
- **Potential Enrolment List**
- **Enrolment Confirmation**

**Course Details**

- **MET2400 - Engineering Management I**
  - Enrolled
  - 2021, Semester 1, Hawthorn, Classroom based

**New Enrolment**

**Withdraw**

**Print**

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**Need more help?**

Contact studentHQ

- **1300 794 628**
- **Email us**