

PRINT THIS CHECKLIST AND TICK OFF THE ACTIONS AS YOU COMPLETE THEM

Checklist – Before Enrolment		
Steps	And What to do	<input checked="" type="checkbox"/>
Look at your choices & plan your study <ul style="list-style-type: none"> Where to study, what outcome you want from your study, & your finances. 	Check Agent / Expos / Education Provider's website & the Study Wizard on the Study in Australia website. www.studyinaustralia.gov.au	
Choose your course www.cricos.deewr.gov.au	Confirm the course is registered to be taught to overseas students	
Apply for admission	Send in application with all supporting documents. Discuss course credit (can also be done after arrival)	
Receive Offer Letter, Written agreement or Contract <ul style="list-style-type: none"> you are responsible for adhering to the conditions of the Written agreement and the rules that cover you once you sign the school is responsible for the delivery of the course offered It also explains the refund and cancellation policy 	Confirms how long your course is, and how much it costs. <ul style="list-style-type: none"> The Written agreement is a contract, make sure you understand it: Sign and return Written agreement, & pay deposit 	
Apply for Student Visa www.immi.gov.au	Receive CoE (Confirmation of Enrolment)	
Pre-departure planning	Make travel arrangements to ENSURE you attend orientation <ul style="list-style-type: none"> Contact home & let them know you've arrived safely Get to know the City, the school, transport & important contact people 	
Your Rights	and Responsibilities	
<ul style="list-style-type: none"> Receive a Written agreement 	<ul style="list-style-type: none"> Meet attendance & course progress requirements 	
<ul style="list-style-type: none"> Receive pre-departure info from education provider 	<ul style="list-style-type: none"> make sure you attend Orientation 	
<ul style="list-style-type: none"> Receive information about accommodation: 	<ul style="list-style-type: none"> Accommodation: APPLY EARLY, if you miss out on one, be pro-active about other choices 	