

Checklist for international students 2012

Step	Action	Completed
Decide on offer <i>step 1</i>	Pay fees	<input type="checkbox"/> Yes
	Receive Confirmation of Enrolment letter	<input type="checkbox"/> Yes My student ID number is: <input type="text"/>
Create computer account <i>step 2</i>		My authcate username is: <input type="text"/>
Start WES tasks <i>step 3</i>	Complete the Enrolment questionnaire	My transaction number is: <input type="text" value="Q"/>
Get course information <i>step 4</i>	Know your course requirements	<input type="checkbox"/> Yes
	Attend your faculty course information session or review online materials	<input type="checkbox"/> Yes
	Bring relevant documents if applying for credit transfer	<input type="checkbox"/> Yes
Enrol in units <i>step 5</i>	Semester 1 units <input type="text"/>	Semester 2 units <input type="text"/>
	<input type="text"/>	
Collect ID card <i>step 6</i>	Go to the student service centre on your enrolment day	Yes I have: <input type="checkbox"/> Photo ID <input type="checkbox"/> Monash offer letter <input type="checkbox"/> Authority to enrol letter <input type="checkbox"/> WES transaction numbers
	If you did not enrol online, or your faculty needs to see you, get your offer letter or course enrolment form stamped by your faculty	or <input type="checkbox"/> Stamped Authority to enrol
After enrolment	Paid fees or deferred payment	<input type="checkbox"/> Yes
	Registered timetable preferences in Allocate+ between 10 Jan - 16 Feb	<input type="checkbox"/> Yes
	Organised travel arrangements Got parking permit or concession card etc	<input type="checkbox"/> Yes
	Attended orientation 20 - 24 Feb	<input type="checkbox"/> Yes