POSTGRADUATE ENROLMENT CHECKLIST

To help you on your way, please refer to the checklist below to make sure that you are prepared to begin your Postgraduate journey. These steps should be completed in the order listed.

Tick once completed

☐ Activate your Pheme account (www.pheme.uwa.edu.au) - This is where you create your password for the University computer systems. Make sure that you write down or print the final page of this process as it contains your email address and username for Webmail (student email account).

☐ Enrol in your selected units via Student Connect - www.studentconnect.uwa.edu.au
If you have any questions regarding your unit selection, visit the Science Student Office (link to SSO page).

☐ Register for your classes in OLCR (On Line Class Registration) www.olcr.uwa.edu.au
Further information related to unit class times and venues can be found on the timetable webpage www.timetable.uwa.edu.au
If you are unable to find information for your unit on OLCR or the timetable webpage, contact the Science Student Office http://www.science.uwa.edu.au/students/science-student-office

☐ Obtain your campus card www.campuscard.uwa.edu.au/ from Student Administration, Hackett Hall.

☐ Familiarise yourself with the Faculty of Science homepage and the current student pages – http://www.science.uwa.edu.au/students

☐ Login into and check your student email account http://www.webmail.uwa.edu.au using the username that was issued to you when you created your Pheme password

☐ Complete the Academic Conduct Essentials (ACE) module via the LMS http://www.lms.uwa.edu.au

☐ Pay your fees by the date on your Statement of Account (eSOA) – this is ONLY available online under the Finance section on Student Connect.

☐ Study hard, check your student emails regularly and enjoy the experience!

Additional information and useful links for postgraduate students can be found at: http://www.science.uwa.edu.au/students/postgraduate-student-information

If at any time you encounter any problems or need any assistance throughout your study, visit the Science Student Office http://www.science.uwa.edu.au/students/science-student-office, email us via askUWA http://www.uwa.edu.au/askuwa or phone us on (+618) 6488 7333.