## New Student Checklist


### Before you get started at UQ, you will have:
- Accepted your offer by the due date
- Activated your student account
- Created password and security question
- Retrieved username and UQ student email account details (sent via email)
- Attended ‘Getting Started’ and ‘Safety Down Under’ sessions run by UQ Student Services (international students only)

### Record your details here for your reference:

<table>
<thead>
<tr>
<th><strong>Student ID number (on offer letter):</strong></th>
<th><strong>Email address:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>e.g., 12345678</td>
<td>e.g., <a href="mailto:s1234567@uq.net.au">s1234567@uq.net.au</a></td>
</tr>
</tbody>
</table>

### Do not record your password!

<table>
<thead>
<tr>
<th><strong>Username:</strong></th>
<th><strong>@uq.net.au</strong></th>
</tr>
</thead>
<tbody>
<tr>
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</table>

### Step 1: Access your first year planner
- Log in and print first year planner

### Step 2: Choose your courses
- Read program rules and requirements
- Attend academic advice and course selection sessions (if applicable)

#### Record your course codes here:
(e.g., MATH1040)

<table>
<thead>
<tr>
<th>Semester 1 courses:</th>
</tr>
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<td></td>
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</table>

<table>
<thead>
<tr>
<th>Semester 2 courses:</th>
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### Step 3: Enrol online
- Log in to the online enrolment system (mySI-net) and complete the following tasks (if applicable):

1. Add and update your personal information
2. Add expected graduation semester (semester & year when you will finish your degree)
3. Add study load (full-time or part-time study)
4. Request financial assistance (domestic students) (complete electronic Commonwealth Assistance Form and enter Tax File Number if deferring fees)
5. Add courses by the due date to enrol (register courses for commencing semester)
6. Read student messages (know and accept student obligations)
7. Confirm enrolment (view enrolment status report)

### Step 4: Sign on to classes
- Plan your class timetable

### Step 5: Pay fees
- Pay tuition fees by due date (if applicable)

### Step 6: Get your student ID card
- Attend ID card session
  - Remember to take Photo ID (passport or driver’s license) and Offer Letter

### Step 7: Attend Orientation
- Create personalised O-Week planner online ([at www.uq.edu.au/orientation](http://www.uq.edu.au/orientation))
- Attend O-Week
- Attend compulsory Faculty/School welcome sessions
- Purchase textbooks and materials
- Sign up for Library training sessions
- Become familiar with the campus and find out where your classes will be held
- Organise your parking permit (if applicable)
- Attend Market Day and sign up for clubs and societies
- Sign up for Student Services workshops