

Application for Confirmation of Enrolment

This form is for international students who hold or intend to apply for a student visa in the current/ commencing teaching period. If you are applying for a new course you will be issued with a new Confirmation of Enrolment (CoE) after you [accept your offer](#).

1. Complete sections A to D. Section E is for research students only.
 2. Collate supporting documents.
 3. Submit the CoE application form and all supporting documents via [AskUs](#) or at the [Student Hub](#).
- CoE applications can only be processed after [results are released](#), unless your current visa expires before this date.
 - Applications can take up to 10 working days to complete.
 - Your CoE will be sent to your ECU student email address.

Section A: Student Details – all fields and questions to be completed			
Student number		Phone number	
Family name			
Given name			
Current address			
Course code			
Passport number		Passport expiry	
Where will you be when you lodge your student visa application?			
<input type="checkbox"/> Onshore (in Australia)		<input type="checkbox"/> Offshore (outside Australia)	
Have you ever had an Australian visa refused or cancelled?			
<input type="checkbox"/> Yes – submit copies of the visa refusal and/or visa cancellation notices with this application			
<input type="checkbox"/> No			

Section B: Reason for CoE application – select all that apply
<input type="checkbox"/> Academic Progress - failed occasional units and/ or been placed on an academic intervention
<input type="checkbox"/> Reduced study load due to compassionate or compelling circumstances - e.g. serious illness, course structure etc.
<input type="checkbox"/> Currently enrolled external student, studying offshore (outside of Australia)
<input type="checkbox"/> Currently enrolled and hold an Australian visa that is not a student visa- attach visa grant notice

Section C: Tuition Fees – select the appropriate answer and attach evidence

☐ \$1000 - current CoE holder and the international [fee due date](#) has not passed. See [How to pay](#).

☐ Full semester fees - current CoE holder and the international [fee due date](#) has passed; or you are moving onshore to study; or you are changing visa subclass. See [How to pay](#).

☐ Higher Degree Research Scholarship holder/ financial guarantee in place.

Section D: Student agreement and declaration – read and complete in full

☐ My contact details in SIMO are accurate and up to date.

☐ I have attached all supporting documents as required in sections A, B & C and all other fields are completed in full.

☐ I understand that to finish my course within the timeframe of my new CoE, I am required to follow the course plan provided to me.

☐ I understand that approval of this application does not guarantee approval of any future CoE applications.

☐ I understand that it is my responsibility to arrange Overseas Student Health Cover for the full length of my student visa.

☐ I understand that it is my responsibility to monitor the expiry date of my CoE and my student visa, and that it is my responsibility to apply for a new student visa and ensure that I understand the requirements to be met. For information or advice on the student visa application process please go to [Department of Home Affairs](#).

☐ The information I have provided in this form and in any supporting documents is true and correct.

Signature

Date

Section E: Research Supervisor authorization – for research students only

Expected thesis submission date (DD/MM/YYYY)

Supervisor name

Supervisor signature

ECU extension number

Date

Privacy statement

The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Home Affairs in accordance with ECU's obligations under the Education Services for Overseas Students Act 2000 (ESOS Act), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code) and any other applicable legislation. If you have any questions regarding privacy, please refer to the ECU [privacy policy online](#).