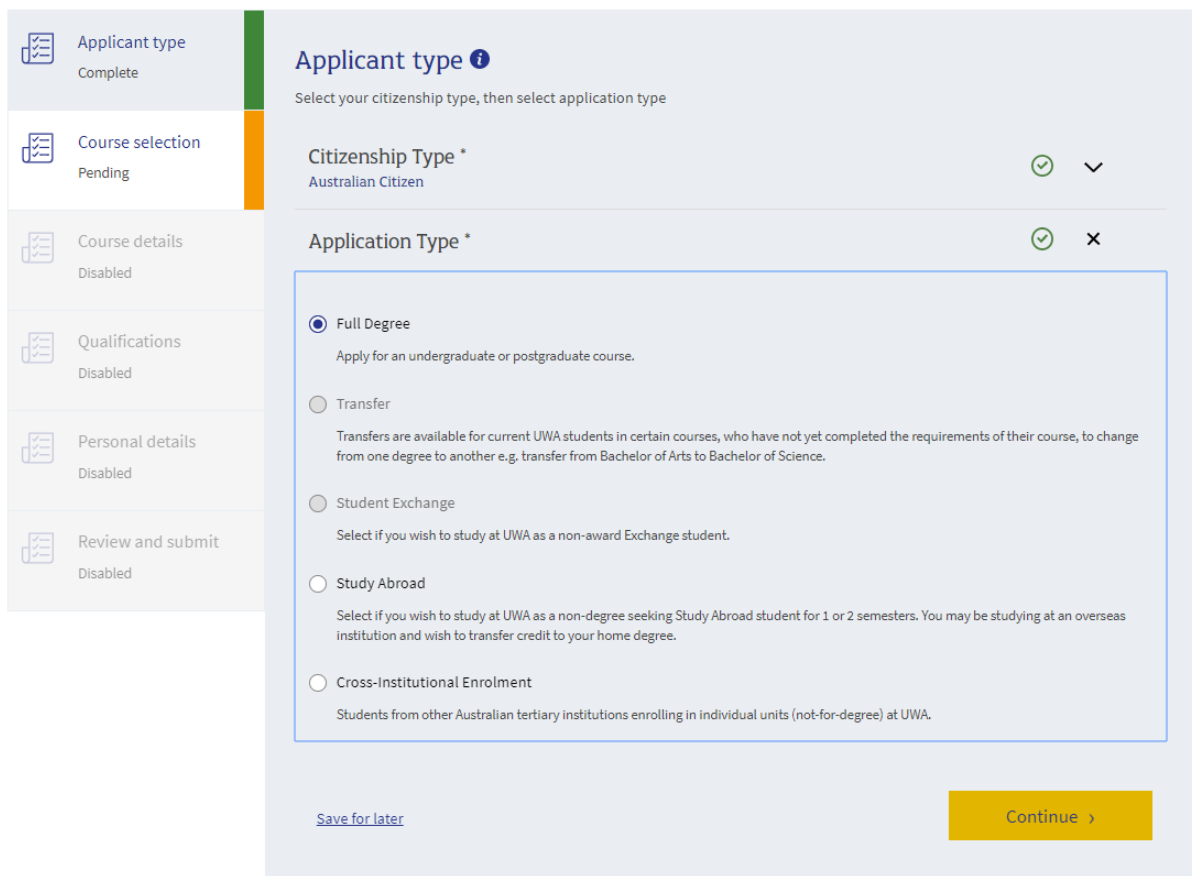# Early Offers - Apply Portal Help Guide

You're ready to apply – nice work!

Below you'll find key steps to successfully submit your application for an Early Offer in our UWA Apply portal. If you need any further assistance, you can contact our friendly Future Students Centre on 131 UWA (131 892).

The recommended browsers for submitting your application are Chrome, Firefox and Safari.

How to apply:

- You will first need to navigate to the UWA Apply Portal and create an account or log in
    - The UWA Apply Portal can be found at: https://www.uwa.edu.au/study/how-to-apply
- Select the 'login' icon on the top right-hand corner of the page and create a profile or login
    - Reminder: please use a personal email when you create your profile

- Once you have created a profile and are on your dashboard, click 'start application'

- In the 'Applicant Type' section:
    - Select 'Full Degree'

- In the 'Course Selection' section:
    - Select your degree, course location, entry point and nominate your first major (only if required)
        - You only need to nominate each degree once – you will have the flexibility to change your major after you have received an offer to study with us
        - You will be able to nominate a second major after you have received an offer to UWA
        - Students who wish to apply for an assured pathway will still need to choose their preferred bachelor's degree at this point of the application and will be able to nominate their assured pathway in the next section
        - You can preference up to six courses in this section

- In the 'Course Details' section:
    - Answer the 'additional questions' section which will allow you to select an assured pathway
    - If you have any difficulties uploading documentation to the application portal, you can add this in the 'other supporting documentation' section

- In the 'Qualifications' section:
  - Under 'Secondary Education' input your high school details, select 'ATAR / WACE / TEE (Western Australia)' from the Academic System dropdown and attach your semester 2 year 11 or semester 1
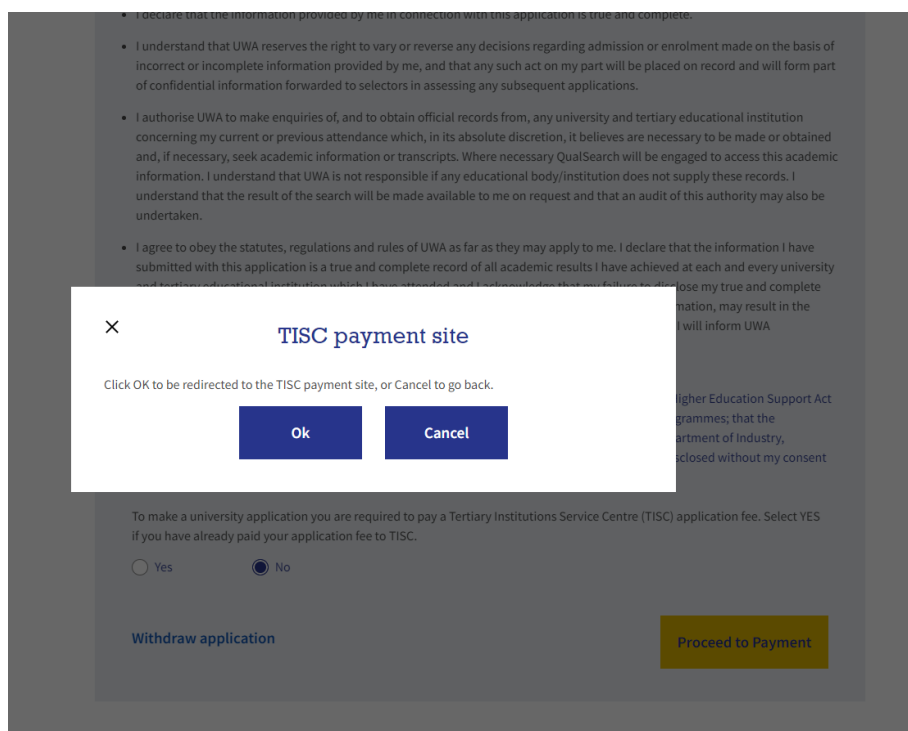

year 12 report if available

  - Under 'English language competency' select 'Secondary Education (high school)' from the drop down menu

  - You should not be required to complete the 'post-secondary education' or 'professional experience' sections

- In the 'Personal details' section

- o Fill in the fields with your details and upload your proof of citizenship, a passport or birth certificate
- In the 'Review and Submit' section
  - o Review your application and confirm that all provided details are correct
  - o You will be asked to confirm whether you have paid the Tertiary Institutions Service Centre (TISC) application fee
  - o If you select 'No', you will be redirected to the TISC payment site to complete payment. Upon payment completion, you will be automatically redirected back to the UWA Apply Portal to submit your application
  - o If you select 'Yes', you can proceed to submit your application and our Admissions team will check that the TISC payment has been made.

Congratulations, your application is now complete!

UWA Admissions will process your application and provide you with an outcome to your registered email address within 10 business days of submitting your application.