

UWA Apply Portal Help Guide

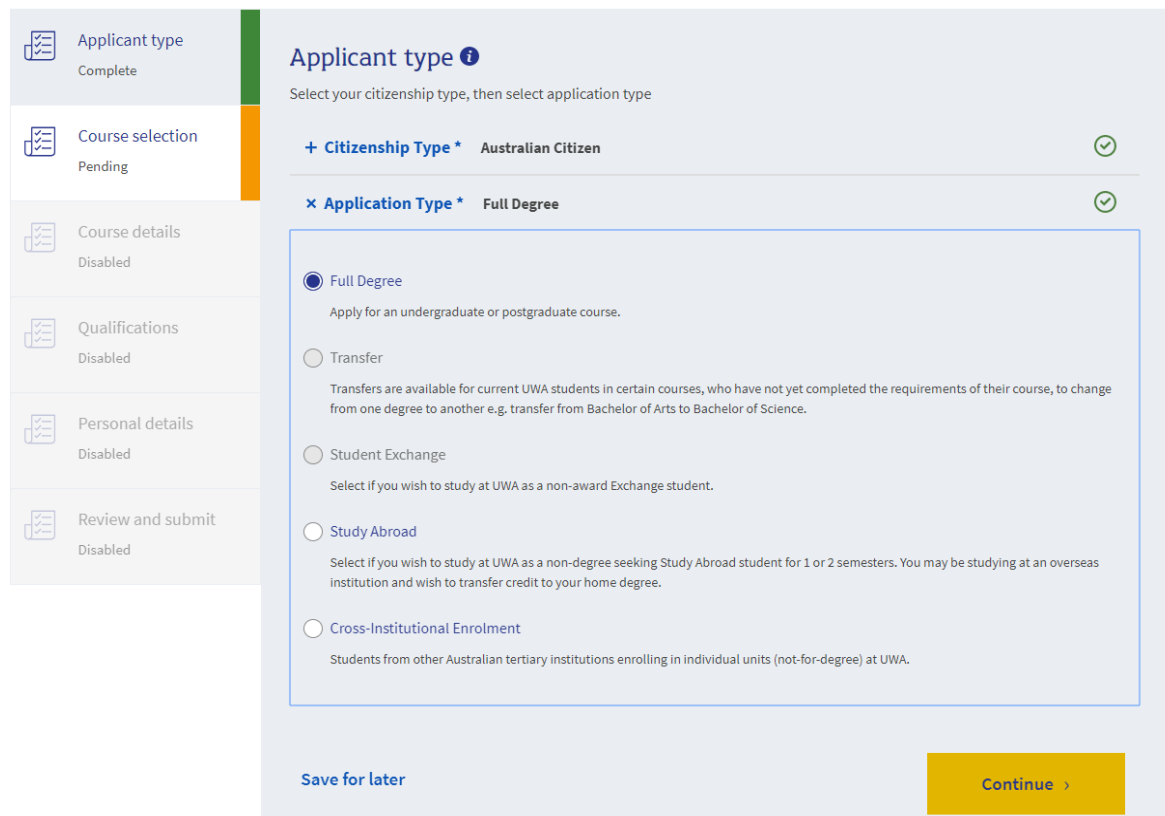
You're ready to apply – nice work!

Below you'll find the key steps to successfully submit your application for the new 2022 Early Offers program for year 12 students via our UWA Apply portal. If you need any further assistance, 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 click on the 'Login' button on the top right-hand side of the page and create a profile/ log in. A reminder to use your personal email address when you create a profile.
- Once you've created a profile and you're on the dashboard, click 'start application'
- In the 'Applicant Type' section:
 - Select 'Full Degree'



Applicant type ⓘ

Select your citizenship type, then select application type

+ **Citizenship Type *** Australian Citizen ✓

x **Application Type *** Full Degree ✓

Full Degree
Apply for an undergraduate or postgraduate course.

Transfer
Transfers are available for current UWA students in certain courses, who have not yet completed the requirements of their course, to change from one degree to another e.g. transfer from Bachelor of Arts to Bachelor of Science.

Student Exchange
Select if you wish to study at UWA as a non-award Exchange student.

Study Abroad
Select if you wish to study at UWA as a non-degree seeking Study Abroad student for 1 or 2 semesters. You may be studying at an overseas institution and wish to transfer credit to your home degree.

Cross-Institutional Enrolment
Students from other Australian tertiary institutions enrolling in individual units (not-for-degree) at UWA.

[Save for later](#) [Continue >](#)

In the 'Course Selection' selection:

- Select a Bachelor Degree, course location, entry point and nominate your first major. Please note that you *will* have the flexibility to change your major, if you're not completely certain or change your mind at a later stage. Students who wish to apply for an Assured Pathway place will still need to choose their Bachelor degree at this point in the application and will be able to select their chosen Assured Pathway at the next stage.

The screenshot shows the 'Course selection' section of an application form. On the left is a navigation menu with six items: 'Applicant type' (Complete), 'Course selection' (Unactioned), 'Course details' (Unactioned), 'Qualifications' (Unactioned), 'Personal details' (Unactioned), and 'Review and submit' (Unactioned). The main content area is titled 'Course selection' with an information icon. Below the title, it says 'Select your course.' and 'Select your course, course location, entry point and major (if required)'. A course is currently selected: 'Bachelor of Arts (BP001) - Law and Society' with 'Law and Society' as the major. There are 'Edit' and 'Remove' buttons next to it. Below this is a '+ Add another course' button. The section is titled 'Editing: Bachelor of Arts' and contains four dropdown menus: 'Bachelor of Arts (BP001)' (Next available: Semester 2, 2020), 'Perth (Crawley campus)', 'Semester 1, 2021' (Application dates: 1/04/2019 - 19/02/2021), and 'Select major / specialisation' (Law and Society (MJD-LWSOC)). At the bottom are 'Save course' and 'Cancel' buttons.

In the 'Course details' section:

- Answer the 'additional questions' which will allow you to select your Assured Pathway
- In the 'Other Supporting Documentation' section, upload your most recent high school report from Year 11 or 12, if available.

The screenshot shows the 'Course details' section of an application form. On the left is a navigation menu with six items: 'Applicant type' (Complete), 'Course selection' (Complete), 'Course details' (Unactioned), 'Qualifications' (Unactioned), 'Personal details' (Unactioned), and 'Review and submit' (Unactioned). The main content area is titled 'Course details' with an information icon. Below the title, it says 'Please provide the following information'. There are two sections: '+ Course details - Additional questions' and 'x Other Supporting Documentation'. The 'Other Supporting Documentation' section contains a text box with the instruction: 'Upload all supporting documentation for your application here. Examples include WACE Early Offer Application Forms, Faculty specific supplementary forms, etc.' Below this is a file upload area with a 'Please attach a file' button, a 'Remove file' button, and an 'Add new file' button. At the bottom of this section are 'Save' and 'Cancel' buttons. At the very bottom of the form are 'Save for later', 'Withdraw application', and a yellow 'Continue >' button.

In the 'Qualifications' section you will only need to complete the 'Secondary Education' and 'English Language Competency' sections.

- Under 'Secondary Education' simply input your High School details
- Under 'English Language Competency' select 'Secondary Education (HighSchool)' from the drop down menu.

Qualifications ⓘ

Tell us about your education history.

You must provide one of Secondary or Post Secondary

- + Secondary education ⓘ
- + Post-secondary education ⓘ
- + Professional experience ⓘ
- x English Language Competency * ⓘ

Select one of the following tests or other qualifications that show you meet our English language requirements. If you have not uploaded a transcript or test result that provides evidence of meeting the requirement upload it here.

Type
Secondary Education (High School) ▾

Save Cancel

Save for later Withdraw application Continue >

In the 'Personal Details' section:

- Fill in the fields with your details and upload your proof of citizenship, a passport or birth certificate.

Finally, 'Review and Submit'.

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.