

Getting Started at QUT

Go to gettingstarted.qut.com

This online guide has detailed information on the what, where and how of university life. Follow the steps and you are guaranteed a successful start at QUT.

Please read the information carefully as correct enrolment is *your* responsibility.

Use this checklist to tick off each task as completed.

> Things to do

- Login to QUT Virtual and complete your online enrolment. This should be done as soon as possible.
- Pay your fees and/or fill out any necessary forms. You may need to provide your Tax File Number.
- Activate your student email account (WebMail). QUT will frequently send official correspondence to your student email address. You must regularly check your University email account for important information.
- Read your *Course Summary Sheet* so you understand the course requirements and the units you need to be enrolled in to complete your course successfully
- Check your timetable and complete class allocation.

> Orientation

Orientation sessions are held in the week prior to the start of classes.

- Read the Orientation information at gettingstarted.qut.com
- Visit QUT Virtual, go to the *Quickview* page and click on *Orientation Planner*
- Print your personalised orientation program
- Attend your faculty orientation sessions for academic advice and other vital information
- Get your ID card. See gettingstarted.qut.com for times and locations

> Support when you get here

- **Student Centres:** For ID cards, enrolment, fees and general administration matters
Phone 3138 2000, Email sbs.enquiries@qut.edu.au, Web: studentservices.qut.com
In person: Gardens Point, level 1, A Block; Kelvin Grove, level 6, F Block; Caboolture, H Block
- **Academic matters:** Attend Orientation or contact your faculty office at any other time.
Contact details can be found on your *Course Summary Sheet*.
- **Support Services:** For information on career, counselling, disability, study finance, health, learning, library and living go to www.qut.edu.au/servdirect

> Find it fast

- **AskQUT:** Got a question? AskQUT answers many common queries about life at university.
<http://ask.qut.edu.au>
- **IT Helpdesk:** Feeling lost in the virtual world? IT Helpdesk will help you navigate your way.
Phone 3138 4000, Email ithelpdesk@qut.edu.au Web www.ithelpdesk.qut.edu.au
In person: Gardens Point, level 2, V Block; Kelvin Grove, level 2, R Block
- **QUT Virtual:** A 'portal' to all the information you need during your studies at QUT. <https://qutvirtual.qut.edu.au>
- **Scholarships:** www.scholarships.qut.edu.au
- **WebMail:** Your student email account. <https://email.qut.edu.au>
- **Course Summary Sheet:** www.studentservices.qut.edu.au/info/css/