

How to enrol in a single unit

MAI769 | MLI714 | MAI728



STEP 1



Course and Scholarship Applicant Portal

Create an account

Get started by registering your details

REGISTER

or

Log in

Applicant ID (Sent via registration email)

Password

LOGIN

Forgot your [Applicant ID or password?](#)

Your application can be made directly to Deakin University via the [Deakin Application Portal](#).

Click REGISTER to create an account.



STEP 2



Complete your registration

* Indicates mandatory fields

Tell us about yourself

Title:

* First name (given name):

Other given name:

* Last name (family name):

Preferred given name:

* Date of birth:

* Gender:

How we contact you

* Contact number:

Email address:

* Confirm email address:

* Password:

Minimum of 8 characters

* Confirm password:

For your security

* Security question:

This question will be asked if you forget your password

Please select one

* Security question answer:

Complete your registration and then press CONTINUE.



STEP 3



Course and Scholarship Applicant Portal

Your account has been successfully created.

An email has been sent to you containing your login details.

Please ensure you check your Spam or Junk folder to ensure that the email has not been flagged as Spam.

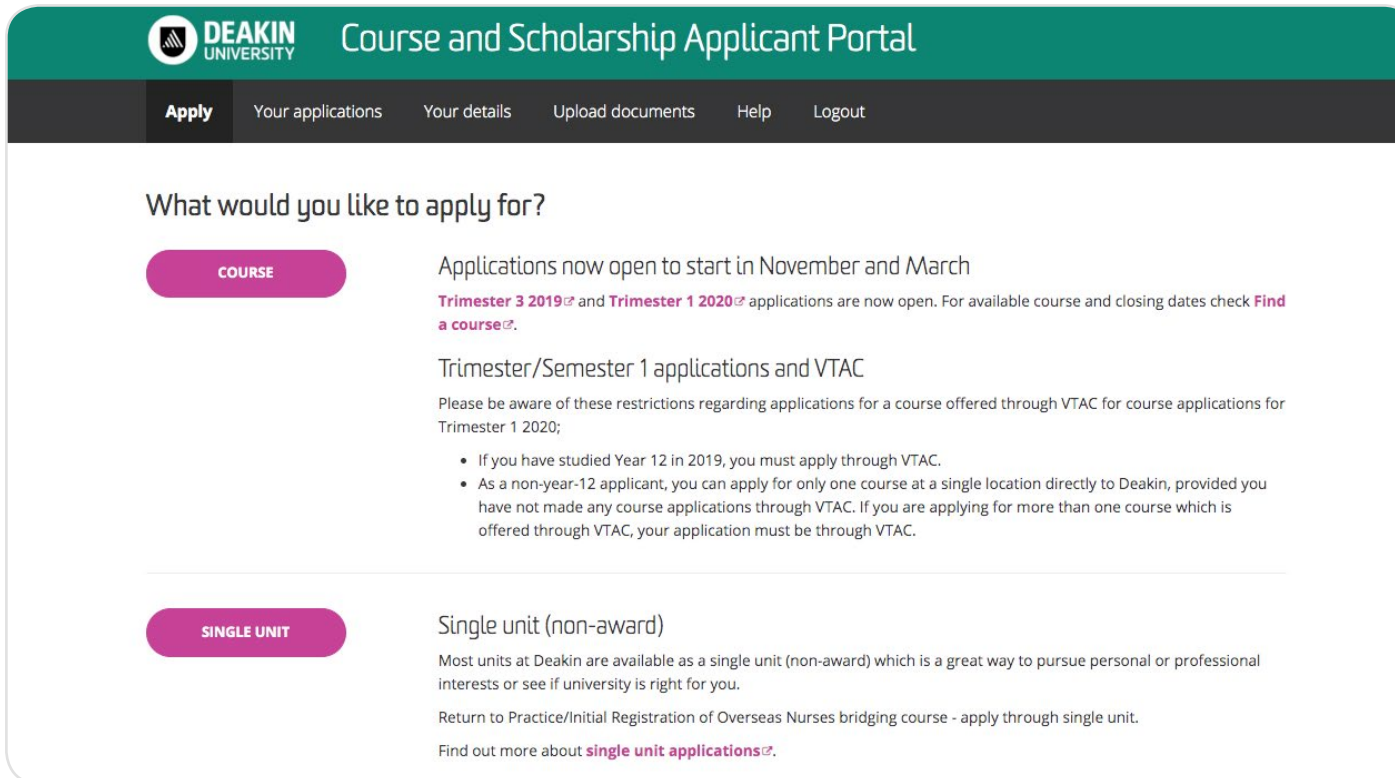
Log into the Course and Scholarship Applicant Portal.

LOGIN

Your account will be created and an email will be sent with your login details. Click LOGIN to continue.



STEP 4



DEAKIN UNIVERSITY Course and Scholarship Applicant Portal

Apply Your applications Your details Upload documents Help Logout

What would you like to apply for?

COURSE

Applications now open to start in November and March

[Trimester 3 2019](#) and [Trimester 1 2020](#) applications are now open. For available course and closing dates check [Find a course](#).

Trimester/Semester 1 applications and VTAC

Please be aware of these restrictions regarding applications for a course offered through VTAC for course applications for Trimester 1 2020;

- If you have studied Year 12 in 2019, you must apply through VTAC.
- As a non-year-12 applicant, you can apply for only one course at a single location directly to Deakin, provided you have not made any course applications through VTAC. If you are applying for more than one course which is offered through VTAC, your application must be through VTAC.

SINGLE UNIT

Single unit (non-award)

Most units at Deakin are available as a single unit (non-award) which is a great way to pursue personal or professional interests or see if university is right for you.

Return to Practice/Initial Registration of Overseas Nurses bridging course - apply through single unit.

Find out more about [single unit applications](#).

Navigate to the Apply tab and click on SINGLE UNIT. This will take you to the application page.



STEP 5



DEAKIN UNIVERSITY Course and Scholarship Applicant Portal

Apply Your applications Your details Upload documents Help Logout

1 Other details 2 Select course 3 Education details 4 Professional experience 5 Upload documents 6 Review and submit

Complete all questions and mandatory fields then click the CONTINUE button to select course.



STEP 6



1 Other details 2 **Select course** 3 Education details 4 Upload documents 5 Review and submit

Select course

Single unit (non-award) study

Enter **N001** in the course code box below for Undergraduate level units.
Enter **N002** in the course code box below for Postgraduate level units.

For example

- An undergraduate unit of study will have a 0,1,2,3 or 4 as the first number in the code. Eg. SIT198 or SIT399
- A postgraduate unit of study will have a 5,6,7,8 or 9 as the first number in the code. Eg. ACE701 or MLM731

Enter **H011** in the course code box below for the Return to Practice/Initial Registration of Overseas Nurses bridging course.

Course search

To search for a course, you must enter **either** a course code or course title, **not both**.

You can enter partial course codes and titles to widen your search results.

Course Code:

Course Title:

Attendance Mode:

ALL
 CAMPUS STUDY
 CLOUD (ONLINE) STUDY

Location:


ALL
 BURWOOD (MELBOURNE)
 WARRNAMBOOL
 WATERFRONT (GEELONG)
 WAURN PONDS (GEELONG)

PREVIOUS **SEARCH**

Enter the course code N002.



STEP 7

**DEAKIN UNIVERSITY** Course and Scholarship Applicant Portal

[Apply](#) [Your applications](#) [Your details](#) [Upload documents](#) [Help](#) [Logout](#)

1 Other details 2 Select course 3 Education details 4 Upload documents 5 Review and submit

Select course

Course search results
Select the course offering for which you wish to apply or select New Search if you would like to search for a different course.

Course code	Course title	Campus	Attendance mode	Select
N002	NON-AWARD ENROLMENT - POSTGRADUATE	BURWOOD (MELBOURNE)	CAMPUS STUDY	<input checked="" type="radio"/>
N002	NON-AWARD ENROLMENT - POSTGRADUATE	CLOUD CAMPUS	CLOUD (ONLINE) STUDY	<input type="radio"/>
N002	NON-AWARD ENROLMENT - POSTGRADUATE	WARRNAMBOOL	CAMPUS STUDY	<input type="radio"/>
N002	NON-AWARD ENROLMENT - POSTGRADUATE	WATERFRONT (GEELONG)	CAMPUS STUDY	<input type="radio"/>
N002	NON-AWARD ENROLMENT - POSTGRADUATE	WAURN PONDS (GEELONG)	CAMPUS STUDY	<input type="radio"/>

i Your responses are saved as you progress through the application.

Select NON-AWARD ENROLMENT – POSTGRADUATE
BURWOOD (MELBOURNE)



STEP 9

The screenshot shows the 'Course and Scholarship Applicant Portal' for Deakin University. The navigation bar includes 'Apply', 'Your applications', 'Your details', 'Upload documents', 'Help', and 'Logout'. The progress indicator shows five steps: 1. Other details, 2. Select course (highlighted), 3. Education details, 4. Upload documents, and 5. Review and submit.

Select course

Preference details

Course	Proposed commencement	Type of place	Unit details
N002 NON-AWARD ENROLMENT - POSTGRADUATE BURWOOD (MELBOURNE) / CAMPUS STUDY / UNDEFINED	Trimester 3 2019	Fee paying place (you may be eligible for FEE-HELP)	

Unit details

Enter the unit code and unit title of the unit you are applying for.

For units offered in 2019, visit the [University Handbook](#)

If applying for Return to Practice/Initial Registration of Overseas Nurses bridging course add the following: HNN021, HNN026 and HNN025

UNIT DETAILS

MAI769 Ethic for Financial Services (intensive) or MLI714 Financial Advice Regulation (Intensive) or MAI728 Financial Behaviour and Decision Making (Intensive).

PREVIOUS **CONTINUE**

Under Unit details write the unit e. g. MAI769 Ethics for Financial Services (intensive) and enter your B2B discount code (if applicable) then click CONTINUE.



STEP 10



DEAKIN UNIVERSITY Course and Scholarship Applicant Portal

Apply Your applications Your details Upload documents Help Logout

1 Other details **2 Select course** 3 Education details 4 Upload documents 5 Review and submit

Select course

Course and unit details

Course	Proposed commencement	Type of place	Unit details	Action
N002 NON-AWARD ENROLMENT - POSTGRADUATE BURWOOD (MELBOURNE) / CAMPUS STUDY / UNDEFINED	Trimester 3 2019	Fee paying place (you may be eligible for FEE-HELP)	1. MAI769 Ethic for Financial Services (intensive) 2. Enter the B2B discount code (if applicable)	REMOVE

Additional information for N002

You must provide the following documents with your application:

- a certified transcript of results showing you have successfully completed the pre-requisite units as outlined in the [Deakin University Handbook](#) (if any)
- for the Faculty of Arts and Education the successful completion of an undergraduate degree.

[PREVIOUS](#) [CONTINUE](#)

3 Your responses are saved as you progress through the application.

Read through this page and click CONTINUE



STEP 11



DEAKIN UNIVERSITY Course and Scholarship Applicant Portal

Apply Your applications Your details Upload documents Help Logout

1 Other details 2 Select course 3 Education details 4 Upload documents 5 Review and submit

Tertiary education information

Add tertiary education
Any study or results you indicate here must be supported by certified/verifiable documentation, which can be uploaded at the end of this application process.

If you have studied at Deakin University, your results will be obtained directly from our records.

* Indicates mandatory fields

Yes
 No

PREVIOUS **CONTINUE**

🔒 Your responses are saved as you progress through the application.

Complete any tertiary information (if applicable) and then click CONTINUE



STEP 12



Additional information for
NQ02

You must provide the following documents with your application:

- a certified transcript of results showing you have successfully completed the pre-requisite units as outlined in the [Deakin University Handbook](#) (if any)
- for the Faculty of Arts and Education the successful completion of an undergraduate degree.

Upload documents

Document type:

Document description (if required):

Document to upload:

No file chosen


UPLOAD FILE

Documents previously
uploaded

No documents previously uploaded.

PREVIOUS

CONTINUE

 Your responses are saved as you progress through the application.

There is no requirement to upload additional supporting document. However, please upload a copy of your relevant membership confirmation as proof of your eligibility for the discount code. Review and submit your application.

Congratulations, you have submitted your application for this single unit.



Next steps

1. Within 24 hours, you will receive an email with the outcome of your application detailing how to activate your Deakin account and confirm your enrolment.
2. Please ensure you follow the steps outlined in the email to ensure you are formally enrolled in the unit.

Contact us



bl-recruitment@deakin.edu.au



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