

ACCEPTING AN OFFER

“I have an agent.”

If you have an agent, your agent will advise you of any documents you need to provide and how to pay. Your agent will accept your offer online on your behalf. Please contact your agent with any questions about accepting your offer.

“I applied without an agent.”

When you receive your offer, you will see a section titled ‘How to Accept your Offer’.

HOW TO ACCEPT YOUR OFFER

For direct applicants:

1. Read through this offer letter and the attached documents and ensure you are able to comply with the requirements, terms and conditions.
2. Login to the [University of Tasmania Apply Online Service](#).
3. Go to your submitted application with the status 'Offer Made'.
4. Under 'Actions' go to 'Respond to Offer'.
5. Check your offer details and 'Accept Offer'.
6. Print, sign and upload the acceptance form before clicking the 'Accept Offer' button.
7. Pay the commencement fee detailed.

For agents:

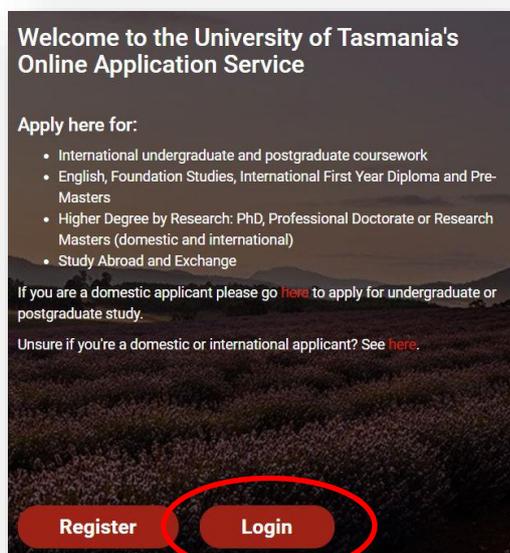
1. Please refer to the following link for instructions: <http://www.utas.edu.au/international-agents/promoting-utas/studylink-connect>.

Payment should not be made until you have accepted your Letter of Offer online.

Course Deposit	AU\$15475.00
English Program Materials Fee	AU\$0.00
Overseas Student Health Cover	AU\$0
Total Commencement Fee:	AU\$15475.00

Follow the instructions under the ‘[For direct applicants](#)’ section.

1. Read through the offer letter and attached documents and make sure you understand everything and can comply with all the requirements, terms and conditions. If you have any questions about your offer, reply to the offer email with your question.
2. Click on the ‘Login’ button to log in to the [University of Tasmania Apply Online Service](#). You will need to use the same email address that you used when you made your application.



3. Once you have logged in you will be taken to the 'My Applications' screen. Find the submitted application you want to accept with the status 'Offer Made'.

The screenshot shows the 'My Applications' page with a navigation bar at the top containing 'Start an Application', 'My Applications', 'My Documents', 'Resources', 'My Account', and 'Sign out'. Below the navigation bar, there are two sections: 'INCOMPLETE APPLICATIONS' and 'SUBMITTED APPLICATIONS'. The 'SUBMITTED APPLICATIONS' section contains a table with the following data:

Last Modified	Application Number	Course	Status	Action
24-Feb-21 04:57 PM	173705	Bachelor of Nursing - Accelerated College of Health and Medicine	Accepted	Actions ▾
30-Apr-21 10:42 AM	4298026	Bachelor of Business College of Business & Economics	Offer Made	Actions ▾

4. Click on the dropdown 'Actions' menu next to the course you want to accept and select 'Respond to Offer'.

This close-up shows the 'Actions' dropdown menu for the 'Bachelor of Business' application. The menu is open, displaying three options: 'View Activity', 'Respond to Offer', and 'Send Message'. The 'Respond to Offer' option is highlighted in yellow and circled in red.

Course	Status	Action
Bachelor of Nursing - Accelerated College of Health and Medicine	Accepted	Actions ▾
Bachelor of Business College of Business & Economics	Offer Made	Actions ▾

- View Activity
- Respond to Offer
- Send Message

5. You will be taken to the 'Respond to Offer' page. Check your offer details. If everything is correct, select 'Accept Offer' at the bottom of the page.

Respond to Offer

Application Summary

UTAS Application Number	4301065
StudyLink Applicant Number	SLSN-136437
Status	Offer Made
Contact	
Application Created Date	03-May-2021

Course Summary

Institution	University of Tasmania
College	College of Business & Economics
Course	Bachelor of Business (C-107040) (B3A) (Campus: Hobart)
Award	Bachelors

Offer Details

Date of Offer	03-May-2021
Intake	Semester 2 - July (2021)
Duration	300 Credits (3 Years)
End Date	30-June-2024
Acceptance Fee	\$15475
Insurance Cover	\$2172.25 (39 months)
Amount Payable Now	\$17647.25
Offer Letter (PDF)	 View Offer Letter
	<input checked="" type="radio"/> Accept Offer <input type="radio"/> Reject Offer

6. After you select 'Accept Offer', some additional questions will appear.

Accept Offer
 Reject Offer

Date of Birth: 29 March 1970

Are you sponsored with a financial guarantee? Yes No

Please upload a signed acceptance form:
Drag and drop your Signed Acceptance Form or click to upload it

I declare that I have read, understood and agree to the [terms and conditions](#)

I accept this Offer of Enrolment at the University of Tasmania. By accepting this Offer of Enrolment I have:

- Read, understood and accepted the details of the course(s) outlined in the Letter of Offer; and
- Read, understood and accepted the details outlined in Appendix A - Conditions of Acceptance; and
- Read and understood the International Refund Policy at <http://www.utas.edu.au/international/how-to-apply/refund-policy>; and
- Sufficient funds to pay for the entirety of my course, the Total Commencement Fee, the health insurance and living costs outlined in the Letter of Offer and appendices; and

Enter your full name below to indicate that you agree with these conditions:

Comments:

After accepting this offer, you will be taken to the Western Union Payment gateway to make payment.

Answer the questions and upload your completed and signed 'Acceptance of Offer' form. You can find the 'Acceptance of Offer' form in your Offer letter.

ACCEPTANCE OF OFFER ALL FIELDS MUST BE COMPLETED

UNIVERSITY of TASMANIA AUSTRALIA

PERSONAL DETAILS (as they appear in your passport) - Please complete any missing information in BLOCK letters

Title: Ms Gender: Female
Given name(s): Xiao Date of birth: 01-Jan-1999
Surname/family name: Li Country of birth: CHINA
Contact phone number: _____ Citizenship: CHINA
Student ID: 620735 Passport number: A1234567

COURSE DETAILS

Course Code	Course Name	CRICOS	Orientation Date	Start Date
X0G	Foundation Studies Program (Fast Track) - Business	0100809	14 February 2022	21 February 2022
B3A	Bachelor of Business	002346B	4 July 2022	11 July 2022

DECLARATION

I accept this Offer of Enrolment at the University of Tasmania. By accepting this Offer of Enrolment I have:

- Read, understood and accepted the details of the course(s) outlined in the Letter of Offer and on the University Course and Unit Handbook including information about any compulsory online or work-based training, placements, community-based learning, collaborative research training arrangements and any non-tuition fees that may be applicable; and
- Read, understood and accepted the details outlined in Appendix A - Conditions of Acceptance; and
- Read and understood the International Refund Policy at https://www.utas.edu.au/_data/assets/pdf_file/0017/1423205/International-Student-Fee-Refund-Procedure-V1-21-Dec-20.pdf; and
- Sufficient funds to pay for the entirety of my course, the Total Commencement Fee, the health insurance and living costs outlined in the Letter of Offer and appendices; and
- Agreed to any advanced standing that has been applied to this offer.

PRINT STUDENT'S FULL NAME: Xiao Li

STUDENT/LEGAL GUARDIAN SIGNATURE: Xiao Li

DATE: 1/1/2001

PASSPORT NUMBER: A1234567

Fill in any missing information and then complete all the fields at the bottom, including your signature. Save this as a PDF and upload on the 'Respond to Offer' page.

Then you can Accept the offer by clicking on the green 'Accept Offer' button at the very bottom of the 'Respond to Offer' page.

After accepting this offer, you will be taken to the Western Union Payment gateway to make payment.

Accept Offer

7. The final step is to pay your fees. Clicking on the green 'Accept Offer' will take you to the Western Union Payment gateway. For a guide to paying fees via Western Union, see Appendix A.

When your payment is received and processed, the status of your application on the 'My Applications' page will change to 'Accepted – Payment Confirmed'.

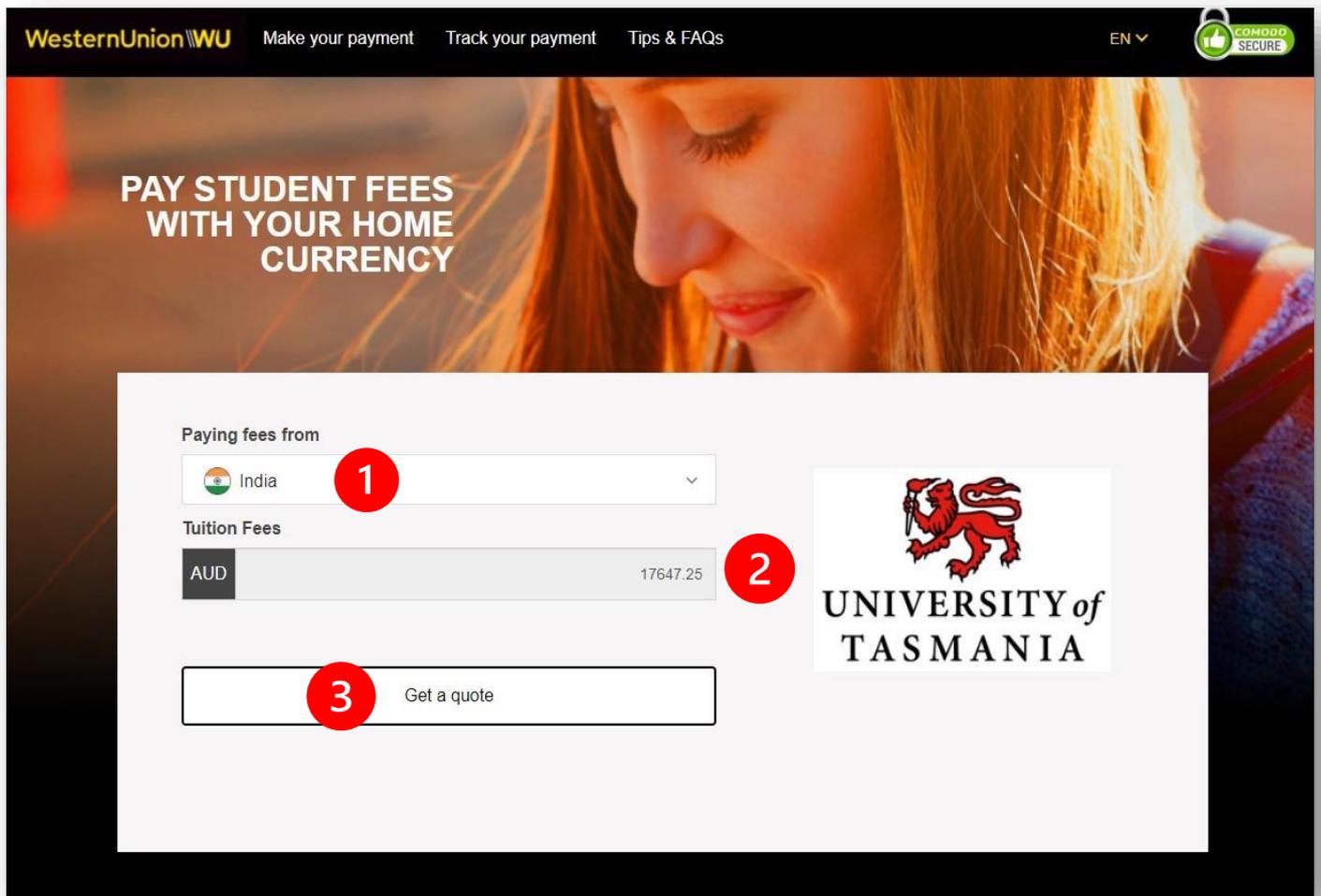
The screenshot shows a navigation bar with the following items: Start an Application, My Applications (selected), My Documents, Resources, My Account, and Sign out. Below the navigation bar, there are two sections: 'INCOMPLETE APPLICATIONS' and 'SUBMITTED APPLICATIONS'. The 'SUBMITTED APPLICATIONS' section contains a table with the following data:

Last Modified	Application Number	Course	Status	Action
05-May-21 12:17 PM	4301065	Bachelor of Business College of Business & Economics	Accepted - Payment Confirmed	Actions ▾

Our International Admissions team will then process your acceptance and send you a Confirmation of Enrolment (CoE), which you can use to apply for your visa.

Appendix A - Payment of fees via Western Union

This is a guide to paying your UTAS tuition fees via Western Union.



The screenshot shows the Western Union website interface for paying student fees. The header includes the Western Union logo, navigation links for 'Make your payment', 'Track your payment', and 'Tips & FAQs', a language dropdown set to 'EN', and a 'COMODO SECURE' badge. The main heading reads 'PAY STUDENT FEES WITH YOUR HOME CURRENCY'. The form is set against a background image of a smiling woman. The form fields are: 'Paying fees from' with a dropdown menu showing 'India' (marked with a red circle 1), 'Tuition Fees' with a currency dropdown set to 'AUD' and a value of '17647.25' (marked with a red circle 2), and a 'Get a quote' button (marked with a red circle 3). To the right of the form is the University of Tasmania logo, featuring a red lion and the text 'UNIVERSITY of TASMANIA'.

- 1 Select the country whose currency you want to use to pay your fees from the dropdown list at the top.
- 2 The amount you need to pay in Australian dollars will automatically prefill in the 'Tuition Fees' field.
- 3 Once you have selected the currency you want to pay with, click on the 'Get a quote' button.

The next four screens take you through the payment process.

1. Choose a way to pay

This screen lists several different methods of payment to choose from. Click on 'Select' next the method you want to use.

WesternUnion WU

Step 1 of 4

1. Choose a way to pay

 Bank Transfer	<ul style="list-style-type: none">⌚ Takes 3-4 days on average upon payment✓ Make your payment from any bank✓ Includes 0 USD bank fee💡 Quote valid for 72 hours <p>+ How it works</p>	<p>13,114.34 USD 17,647.25 AUD</p> <p>Select</p>
 Bank Transfer	<ul style="list-style-type: none">⌚ Takes 3-4 days on average upon payment✓ Make your payment from any bank to ICICI✓ Operated by  ICICI Bank💡 During Covid-19 lock-down, banks are open for limited hours, please check with your local ICICI branch for opening hours <p>+ How it works</p>	<p>900,985.00 INR 17,647.25 AUD</p> <p>Select</p>
	<ul style="list-style-type: none">⌚ Takes 2-3 days on average upon payment✓ Pay with debit or credit card💡 Amount due is an estimate. Final amount will be given at time of payment	<p>905,479.00 INR 17,647.25 AUD</p> <p>Select</p>
 Thomas Cook India	<ul style="list-style-type: none">⌚ Takes up to 5 days on average upon payment💡 Quote valid for 72 hours💡 Amount due is an estimate. Final amount will be given at time of payment✓ Available at  Thomas Cook💡 During Covid-19 lock-down, many locations are closed, please check with your local branch for opening hours <p>+ How it works</p>	<p>916,713.00 INR 17,647.25 AUD</p> <p>Select</p>

2. Student Details

Check all the details are correct and then click on 'Next'.

2. Student's Details

This is to identify the correct student details

StudyLink ID *

596673

Student First Name *

Xiao

Student Last Name *

Li

Date of Birth *

29/03/1970

Email Address *

Xiao.Li@example.com

Reference *

9814

Payment Number

9814



Next you will be asked for the payer's details

Next

3. Payer's Details

Select the person making the payment, either the student or someone else.

Once you have completed all the fields and have read and agreed to the Terms of Use and Online Privacy Statement, you can click on 'Proceed to Payment'.

3. Payer's Details

We require this information to process your payment

Who will be making this payment?

Student

Someone else

Payer's personal details

Payer name *
Xiao Li

Payer's email address *
This is to send confirmation of this payment
Xiao.Li@example.com

Payer's billing address

Payer's address 1 *
100 Arthur Street

City *
Sandy Bay

Country *
India

Language *
English

I agree to the [Terms of Use](#) and have reviewed the [Online Privacy Statement](#)

Proceed to payment

Payment Details

Edit



UNIVERSITY of TASMANIA

TEST University of Tasmania STUDYLINK

will receive	17,647.25 AUD
You are paying	900,985.00 INR

4. Make Payment

You can click on the 'Print Instructions' button to print out payment instructions to take to your bank.

4. Make Payment

- Please print payment instructions and contact your bank or financial institution (online, phone or in-person).
- Please initiate your payment as soon as possible.

[Print Instructions](#)

💡 Ensure funds are received by (10:47 am 08/05/2021) so we can credit funds to your institution on time and in full.

💡 To ensure that your institution receives your funds, the Reference Number **EAUUTASSLTEST3538419** must be included in your payment.

Note: Payments made to our bank account can only be received by bank transfer. Cheque or cash deposits will not be accepted and will be returned to the sender. Funds received after the (72) hour cut off may be subject to a new rate. Custom House Financial (UK) Limited conducts business under the trading name Western Union Business Solutions. This bank account is used to receive payments on behalf of your institution.

[Return to TEST University of Tasmania STUDYLINK ↗](#)

Payment Details



UNIVERSITY of
TASMANIA

Your reference **EAUUTASSLTEST3538419**

TEST University of Tasmania STUDYLINK

will receive **17,647.25 AUD**

You are paying **916,713.00 INR**

If you have chosen to pay by credit card, you will need to choose your credit card type and then complete your credit card details.

Please select your payment method



Please make sure that you select the correct payment type.

Your Order

Merchant name: Western Union DCC Test Account

Order reference: EAUUTASSLTEST3538438

Card number *

Expiry date *

Security code *

Where is my security code?



Currency Details

Your card will be validated and then verified that it can perform international transactions.

You will be given the choice to pay in your currency at a specific exchange rate or pay in (AUD) **17647.25**

Next

* Indicates a required field

Your Order

Merchant name: Western Union DCC Test Account

Payment type: Mastercard

Order reference: EAUUTASSLTEST3538438

At the bottom of the '4. Make Payment' page, you can choose to enter your mobile phone number to receive an SMS when your payment has been processed.

Notify me by SMS

We'll send you an SMS when your payment is sent to your institution. We won't use your mobile number for anything else.



+ 61 407881199

Submit

