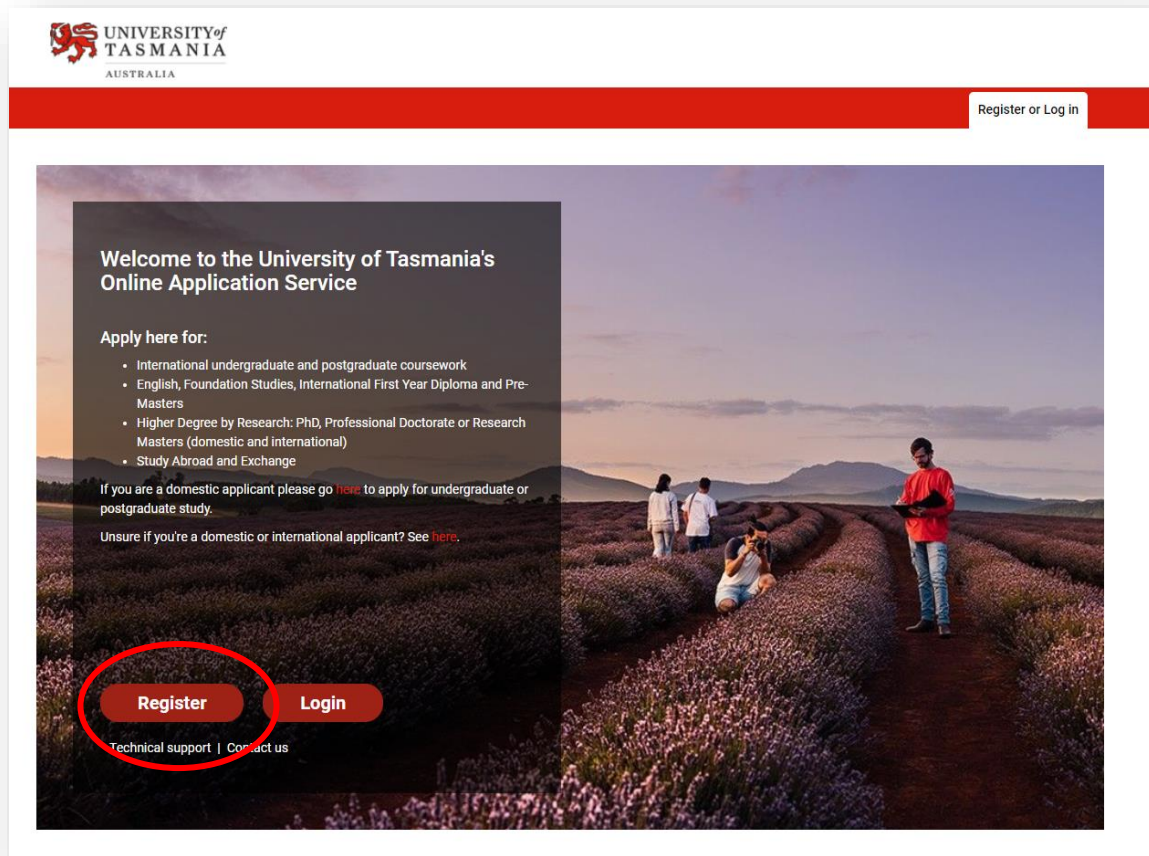


SUBMITTING AN APPLICATION

1. To submit a new application to study at UTAS, first go to the home page of our Online Application Service (StudyLink) at: <https://student-utas.studylink.com/>
If this is your first time applying via StudyLink, select 'Register'.



2. NEW REGISTRATION

Complete all fields on the 'New Registration' screen. It is important to remember the email you use to register as you will need to enter this whenever you log into StudyLink. If you only have one name, enter it in the 'Family Name' field and tick the box next to 'I only have one name' at the top of the form. When all fields are complete, click on the green 'Register' button.

NEW REGISTRATION

Required fields are indicated with a star (*).

I only have one name

Given Name * Xiao

Family Name * LI

Email * :hamuzukashii@gmail.com

Important information regarding your enquiry and application status is sent to you by email. Please use a valid email address.

Confirm email * :hamuzukashii@gmail.com

Create password *

Strength: Excellent.

Confirm password *

Nationality * CHINA

Register

3. CHOOSE A COURSE

Search for your course by entering keywords, the name of the college, or the award type. You don't need to fill in all fields, you can search on just one field. If you know the course code of the course you want to apply for (e.g., B3A), you can enter this in the first field. Then click 'Search Now'.

Start an Application My Applications My Documents Resources My Account Sign out

MY APPLICATIONS

- Incomplete View >
- Submitted View >

DOCUMENTS

- My Documents View >

CHOOSE A COURSE

Enter Keyword(s)
Enter a course code, a course name or a subject area. For example, 'B3C', or 'Bachelor of Nursing', or 'Business'.

College (Course Count)

Award Type

[Search Now](#)

For more information on the courses offered, please refer to the University of Tasmania [Course and Unit Handbook](#)

4. Courses that match your search will be displayed. Click on 'Apply Now' next to the course you want to apply for. If the course you want is not there, you can search again. You can also find more information on courses by clicking on the 'Course and Unit Handbook' link.

For more information on the courses offered, please refer to the University of Tasmania [Course and Unit Handbook](#)

5 MATCHING COURSES

Code	Course Title	Duration	Apply Online
B3A 1	Bachelor of Business College of Business & Economics	3 years	Apply Now
B3A	Bachelor of Business College of Business & Economics	3 years	Apply Now
93J	Bachelor of Business and Bachelor of Information and Communication Technology College of Business & Economics	4 years	Apply Now
93K	Bachelor of Business and Bachelor of Science College of Business & Economics	4 years	Apply Now
G4F	Bachelor of Business with Honours College of Business & Economics	1 years	Apply Now

1

5. BEFORE YOU START!

Read through the conditions on the next page and tick the box at the bottom to confirm that you are eligible to apply. Then click 'I am ready to apply!'.

YOUR APPLICATION FOR THE BACHELOR OF BUSINESS

Before you start → 1 → 2 → 3 → 4 → Attachments → Verify → Submit

Before you start!

Welcome to your **University of Tasmania (UTAS)** international student application for admission to the **Bachelor of Business** course.

International students are students who are not Australian citizens, Australian permanent residents, or New Zealand citizens. If you are not an international student, we welcome your application as a domestic student. The domestic student application and admissions process can be found at www.utas.edu.au/admissions.

A non-refundable application fee may be charged to process your application.

If you are applying for a course other than English, you will be asked to provide:

- Academic transcripts/results for courses that you have started (complete and incomplete);
- Official English language translations of documents not in English;
- IELTS or other English proficiency test results if English is not your first language; and/or,
- Identification documents (for example, the personal details page of your Passport).

The University may also ask you for more information and documents depending on the course you are applying for and your answers to the application questions. Your documents can be scanned and uploaded to your application. Each document cannot exceed **10mb** in size.

You must answer all (🔴) questions. You can save your application at any time and complete it later. You will receive a UTAS Application Number when your application is submitted successfully.

Important note to international students applying to study onshore at the University of Tasmania in Australia

The University has obligations under Australian Commonwealth Legislation that may prevent us from giving you an offer even if you meet the course entry requirements. These laws may also prevent the University from accepting you into courses even if an offer was issued. As an international student applicant, you will be subject to additional non-academic criteria to meet the University's migration law requirements and legal obligations under the Autonomous Sanctions legislation. The criteria that the University uses is applied at its sole discretion and is subject to change.

To continue, please confirm the following:

- I confirm that I am not an Australian citizen, Australian permanent resident or New Zealand citizen.
- I am 18 years of age or older (or I have my parent's permission to apply).

Yes, I am eligible to apply for this course

No, I am not eligible to apply for this course

6. Section 1: 'Personal Details', 'Address' and 'Course Preference'.

You will need to click on the black triangle next to the headings to expand these sections.

YOUR APPLICATION FOR THE BACHELOR OF BUSINESS

Before you start → 1 → 2 → 3 → 4 → Attachments → Verify → Submit

Details saved.

▶ PERSONAL DETAILS

▶ ADDRESS

▶ COURSE PREFERENCE 1

Save Save & Close Save & Continue

7. Complete any required fields that are not already filled in.
Required fields are marked with this symbol: *

PERSONAL DETAILS

Title: * Please Select

Family Name: * Li
as shown on your passport (maximum 80 characters)

First Given Name: * Xiao
as shown on your passport (maximum 40 characters)

Other Given Name(s):
as shown on your passport (maximum 40 characters)

Date of Birth: * Day Month Year

Gender: * Male Female

Country of Birth: * Please Select

City of Birth: *

Country of Citizenship: * CHINA
as shown on your passport

8. In the 'Course Preference 1' section, click on 'Choose Course Options'.

COURSE PREFERENCE 1

Selected Course: Bachelor of Business

Code: B3A

[Choose Course Options](#)

9. If you want to study a Foundation Course before your degree course, select the course you want to study. Otherwise, just select 'No Foundation Course required'.

Foundation Course Cancel

This course is designed for students who have not completed an equivalent year 12 program.

	Code	Course	Campus	Intake	Major
<input type="radio"/>		No Foundation Course required			
<input type="radio"/>	X0G	Foundation Studies Program (Fast Track) - Arts			
<input type="radio"/>	X0G	Foundation Studies Program (Fast Track) - Business			
<input type="radio"/>	X0G	Foundation Studies Program (Fast Track) - Law			
<input type="radio"/>	X0G	Foundation Studies Program (Fast Track) - Life Science			
<input type="radio"/>	X0G	Foundation Studies Program (Fast Track) - Physical Science			
<input type="radio"/>	X0F	Foundation Studies Program (Standard) - Arts			
<input type="radio"/>	X0F	Foundation Studies Program (Standard) - Business			
<input type="radio"/>	X0F	Foundation Studies Program (Standard) - Law			
<input type="radio"/>	X0F	Foundation Studies Program (Standard) - Life Science			
<input type="radio"/>	X0F	Foundation Studies Program (Standard) - Physical Science			

10. If you choose a Foundation Course, you will then be asked to select the Intake and Campus.

Foundation Course Cancel

This course is designed for students who have not completed an equivalent year 12 program.

	Code	Course	Campus	Intake	Major
✓	<input type="button" value="Change"/>	X0G Foundation Studies Program (Fast Track) - Business		Select Intake and Campus	
			Hobart	Spring school - November (2021)	<input type="button" value="Select"/>
			Hobart	Semester 1 - February (2022)	<input type="button" value="Select"/>
			Hobart	Semester 2 - July (2022)	<input type="button" value="Select"/>
			Hobart	Spring school - November (2022)	<input type="button" value="Select"/>
			Hobart	Semester 1 - February (2023)	<input type="button" value="Select"/>
			Hobart	Semester 2 - July (2023)	<input type="button" value="Select"/>
			Hobart	Spring school - November (2023)	<input type="button" value="Select"/>

11. Next, you will be asked to choose the Intake and Campus for your Degree Course. You can also select a major if that is applicable to your course.

Foundation Course Cancel

This course is designed for students who have not completed an equivalent year 12 program.

	Code	Course	Campus	Intake	Major
✓	<input type="button" value="Change"/>	X0G Foundation Studies Program (Fast Track) - Business	Hobart	Semester 1 - February (2022)	

Degree Course

	Code	Course	Campus	Intake	Major
✓	B3A	Bachelor of Business		Select Intake and Campus	
			Hobart	Semester 2 - July (2022)	<input type="text" value="Select Major..."/> <input type="button" value="Select"/>
			Hobart	Semester 1 - February (2023)	<input type="text" value="Select Major..."/> <input type="button" value="Select"/>
			Hobart	Semester 2 - July (2023)	<input type="text" value="Select Major..."/> <input type="button" value="Select"/>
			Hobart	Semester 1 - February (2024)	<input type="text" value="Select Major..."/> <input type="button" value="Select"/>
			Hobart	Semester 2 - July (2024)	<input type="text" value="Select Major..."/> <input type="button" value="Select"/>

12. If you want to study another package degree course after your first degree course, you can enter that choice next. You can use the 'Search' field to find the course you want. If you do not want to study another package degree course, select 'No 2nd Degree course required'. **Please note this is NOT a second (course) preference.** You will be able to enter a second course preference later on in your application.

Foundation Course Cancel

This course is designed for students who have not completed an equivalent year 12 program.

	Code	Course	Campus	Intake	Major
✓	<input type="button" value="Change"/>	X0G Foundation Studies Program (Fast Track) - Business	Hobart	Semester 1 - February (2022)	

Degree Course

	Code	Course	Campus	Intake	Major
✓	B3A	Bachelor of Business	Hobart	Semester 2 - July (2022)	Accounting

2nd Degree Course

If you wish to study another degree course after your first course, please choose your second course below. Please note this is NOT a second preference.

Search:

	Code	Course	Campus	Intake	Major
<input type="radio"/>	No 2nd Degree Course required				
<input type="radio"/>	22R	Advanced Diploma of Applied Science (Marine Engineering) - Engine - Yr1 - Pre Sea			
<input type="radio"/>	22R	Advanced Diploma of Applied Science (Marine Engineering) - Engine - Yr2 - Watchkeeper			
<input type="radio"/>	22Q	Advanced Diploma of Applied Science (Nautical Science) - Deck - MM <500GT			

13. Once you have completed all the required fields, you will see 'Course Selections are Complete' at the bottom of the dialog box. Click on 'Save All Courses' to confirm your selection, or 'Clear Courses' to change your selection.

Foundation Course Cancel

This course is designed for students who have not completed an equivalent year 12 program.

	Code	Course	Campus	Intake	Major
✓	<input type="button" value="Change"/>	X0G Foundation Studies Program (Fast Track) - Business	Hobart	Semester 1 - February (2022)	

Degree Course

	Code	Course	Campus	Intake	Major
✓	B3A	Bachelor of Business	Hobart	Semester 2 - July (2022)	Accounting

2nd Degree Course

If you wish to study another degree course after your first course, please choose your second course below. Please note this is NOT a second preference.

	Code	Course	Campus	Intake	Major
✓	<input type="button" value="Change"/>	No 2nd Degree Course chosen			

Course Selections are Complete

Save All Courses
Clear Courses

14. If you want to study English at UTAS before starting your course, you can choose this in the 'Course Preference 1' section. Remember to upload your English proficiency test result if you have one.

I wish to study English before starting my course at the University:

Yes No

UTAS will check your level of English and put you into the correct course duration and intake. If you do not supply an English proficiency test result, you will be offered a minimum of 20 weeks of English and tested on arrival in Australia, which may result in a longer course duration and increased costs to you.

15. At the bottom of the 'Course Preference 1' section, you will be given the option to choose another course preference in case you are not qualified for your first course preference, or it is not available.

In the event that you are not qualified for the course that you applied for, or if the course applied for is no longer on offer, the University will assess you, where available, for an alternate course or pathway. However if you wish to select a Second Course Preference please do so below:

Would you like to select a second preference? Yes No

16. To continue further with your application, click 'Save & Continue' in the bottom right-hand corner of the screen. If you want to save your application and come back later to finish it, click 'Save & Close' in the bottom left-hand corner of the screen.

17. Continue to complete the remaining sections:

Section 2: 'English Language Proficiency', 'Secondary School Study' and 'Post-Secondary/Tertiary/Polytechnic Studies'.

YOUR APPLICATION FOR THE BACHELOR OF BUSINESS

Before you start → 1 → 2 → 3 → 4 → Attachments → Verify → Submit

Details saved.

▶ ENGLISH LANGUAGE PROFICIENCY

▶ SECONDARY SCHOOL STUDY (High school or Australian Year 12 equivalent)

▶ POST-SECONDARY / TERTIARY / POLYTECHNIC STUDIES

Save Save & Close

Save & Continue

Section 3: 'Visa and Other Information' and 'Financial Information'.

YOUR APPLICATION FOR THE BACHELOR OF BUSINESS

Before you start → 1 → 2 → 3 → 4 → Attachments → Verify → Submit

Details saved.

▶ VISA AND OTHER INFORMATION

▶ FINANCIAL INFORMATION

Save Save & Close

Save & Continue

Section 4: 'Application Source', 'Applicant Declaration' and 'Personal Representative'.

YOUR APPLICATION FOR THE BACHELOR OF BUSINESS

Before you start → 1 → 2 → 3 → 4 → Attachments → Verify → Submit

Details saved.

▶ APPLICATION SOURCE

▶ APPLICANT DECLARATION

▶ PERSONAL REPRESENTATIVE

Save Save & Close Save & Continue

18. ATTACHMENTS

Any documents that you have uploaded whilst filling in the previous sections of this application will appear in the 'Attachments' section. You can upload further documents on this page. You can also add an existing document to this application that you uploaded previously to another application. At the bottom of the page there is a place to add comments about your application.

YOUR APPLICATION FOR THE BACHELOR OF BUSINESS

Before you start → 1 → 2 → 3 → 4 → Attachments → Verify → Submit

Attachments

Date	Original Name	Size	PDF	Thumbnail
11/08/2021	PASSPORT.docx	11.7 KB		remove via form
11/08/2021	IELTS TEST RESULT.docx	11.7 KB		remove via form
11/08/2021	COPY OF QUALIFICATION.docx	11.7 KB		remove via form
11/08/2021	ADDITIONAL DOCUMENTS.docx	11.7 KB		remove via form
11/08/2021	COPY OF QUALIFICATION.docx	11.7 KB		remove via form
11/08/2021	ADDITIONAL DOCUMENTS.docx	11.7 KB		remove via form

Upload Other Documents

Drag and drop your files here to attach them to this application

Attach one of your existing uploads

Description


Select Existing File

Tip: Manage your uploaded documents from the My Documents page.

Attach

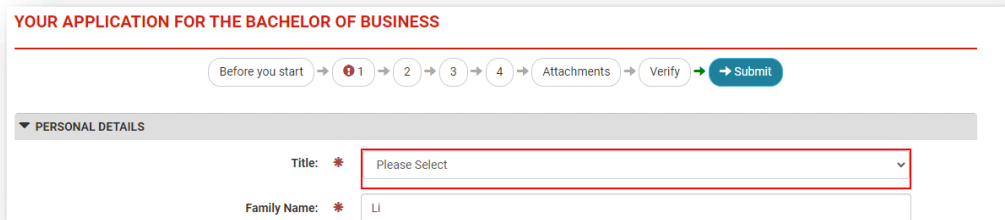
Comments about your Application

If you have any additional notes or comments about your application, please enter them here.

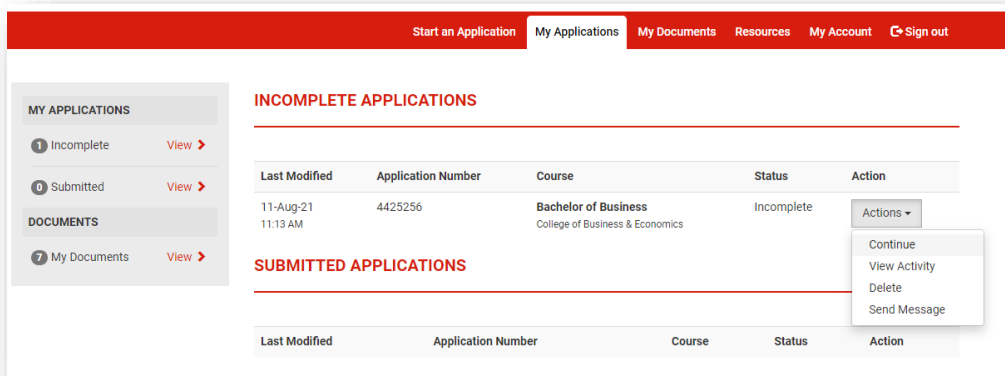
19. Any sections that require further information will be marked at the top of the screen with this symbol: 



Clicking on the section number will take you back to that section. The field/s requiring further information will be marked in red.



20. If you have saved and closed your application before completing it, you can log in later and complete it. When you log back into StudyLink, you will see any incomplete applications listed in the 'My Applications' tab. Choose 'Continue' from the dropdown 'Actions' menu to continue with that application.



21. SUBMIT

Once all sections have been completed, you will be able to submit your application. The submission page will give you your application number which you should quote whenever you contact the University about your application. If you are happy with your application, you can click on the green 'Submit application' button. You will receive an email confirming the submission of your application.

