

AGENT CHECKLIST FOR UCSH (OFFSHORE STUDENTS) – SEM 2 2023

Application

- Submit online application
- Passport
- Academic documents (translated to English if required)
- English evidence

GTE and Financial (If required)

- Online GTE Survey form
- Financial documents

Acceptance

- Signed offer acceptance
- Proof of *payment (note: COE is not issued until money is received)

*Pay the acceptance fee through bank transfer to ECA Bank account:

Bank: HSBC Bank Australia Limited, Bondi Junction, NSW 2000
Account Name: Education Centre of Australia Pty Ltd
SWIFT Code: HKBAAU2S
BSB: 342 078
Acc No: 050127006

Transaction Reference: "Please use your STUDENT ID (refer to 1st page of offer on top) and DOB as the transaction reference".

NOTES:

1. Any agent with a University of Canberra contract should submit their applications via this link: [Studylink](#)
2. Any agent with an ECA only contract should submit their application via this link: [Salesforce](#)

Important dates:

Offshore:

Commencement Date	31-Jul-23
Application Submission	28-May-23
Provisional Offer	2-Jun-23
GTE Survey Form	11-Jun-23
Conditional Offer	9-Jun-23
Acceptance & Payment	16-Jun-23

*Note: Payment received by 21-Jun-2023 (No CoEs issued after 23-Jun-2023)