

AGENT CHECKLIST FOR UCSH (ONSHORE STUDENTS) – SEM 1 2024

Application

- Submit online application
- Passport
- Academic documents (translated to English if required)
- English evidence
- Evidence of onshore activities:
 - Current visa
 - COES
 - Academic transcripts
- Teacher Education Questionnaire (for education program only, after application received by admissions)

Acceptance

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

*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: HKBAU2S
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 thislink: [Studylink](#)
2. Any agent with an ECA only contract should submit their application via this link: [Salesforce](#)
3. if students have completed an Australian Diploma of Nursing, they must submit thefollowing before they can accept their offer:
 - a. Official academics transcripts and Completion Certificate for Diploma of Nursing
 - b. Valid Enrolled Nurse Registration Certificate with AHPRA

Important dates:

Onshore:

Commencement Date	05-Feb-2024
Last day of Application Submission	14-Jan-2024
Last day of Acceptance & *Payment	02-Feb-2024

*Note: Payment received by 02-Feb-2024 (No CoEs issued after 02-Feb-2024)