



Using CSU Apply Online CSU Ontario programs

Training & Innovation | Division of Student Administration

Using CSU Apply Online – CSU Ontario programs

CSU Apply Online allows you to submit your application for admission via the web and includes the facility to attach supporting documentation to your application. It is faster than completing a paper-based application and mailing it to us as once you complete your online application and submit it, processing can commence immediately.

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Overview

- Step 1
- i) Visit the courses online brochure to ensure you're aware of all admission requirements
 - ii) Click on Apply Now and locate and note the 4 character admission code for use in the online application
 - iii) Click on Apply Online link
- Step 2
- Create a login and password. Write them down because they can't be re-issued
- Step 3
- Some pieces of information before you start the application itself
- i) Nominate an application type
 - ii) Nominate an intake
- Step 4
- Start working your way through the checklist.
- Step 5
- Submit application

Step 1 Online Course Brochure

From the CSU Ontario home page <http://charlessturt.ca> identify the program of interest. Each program will have more detailed information on their individual web pages.



The screenshot shows the Charles Sturt University Ontario website. At the top, there is a navigation bar with links for CSU HOME, CSU NEWS, LIBRARY, and FOR STAFF. Below this is a red header with the university's name and logo. The main content area features a large image of a woman's face with a red maple leaf on her cheek. To the left, there is a vertical navigation menu with three orange arrows pointing to the following sections:

- FACULTY OF BUSINESS**
 - Bachelor of Business Administration
- FACULTY OF EDUCATION**
 - CSU Ontario School of Education
 - Bachelor of Early Childhood Studies
 - Bachelor of Primary Education Studies
 - Master of International Education (School Leadership)
 - AQ/ABQ Courses
- FACULTY OF SCIENCE**
 - Forensic Biotechnology

Below the navigation menu, there is a section for **CONTACT CSU** with links for Contacts and Inquiry, and the phone number 905 333 4955. To the right of the navigation menu, there is a section for **Charles Sturt University Ontario** with a brief description of the university and its international reputation. Below this, there is a promotional banner for the **Bachelor of Business Administration – with specialisations**, which is marked as a **new offering**. The banner includes a photo of a diverse group of students and a link to **Find out more >>**. At the bottom of the page, there is a section for **CSU also offers flexible study choices**, mentioning options for studying on campus in Australia or from home in Canada through various programs.

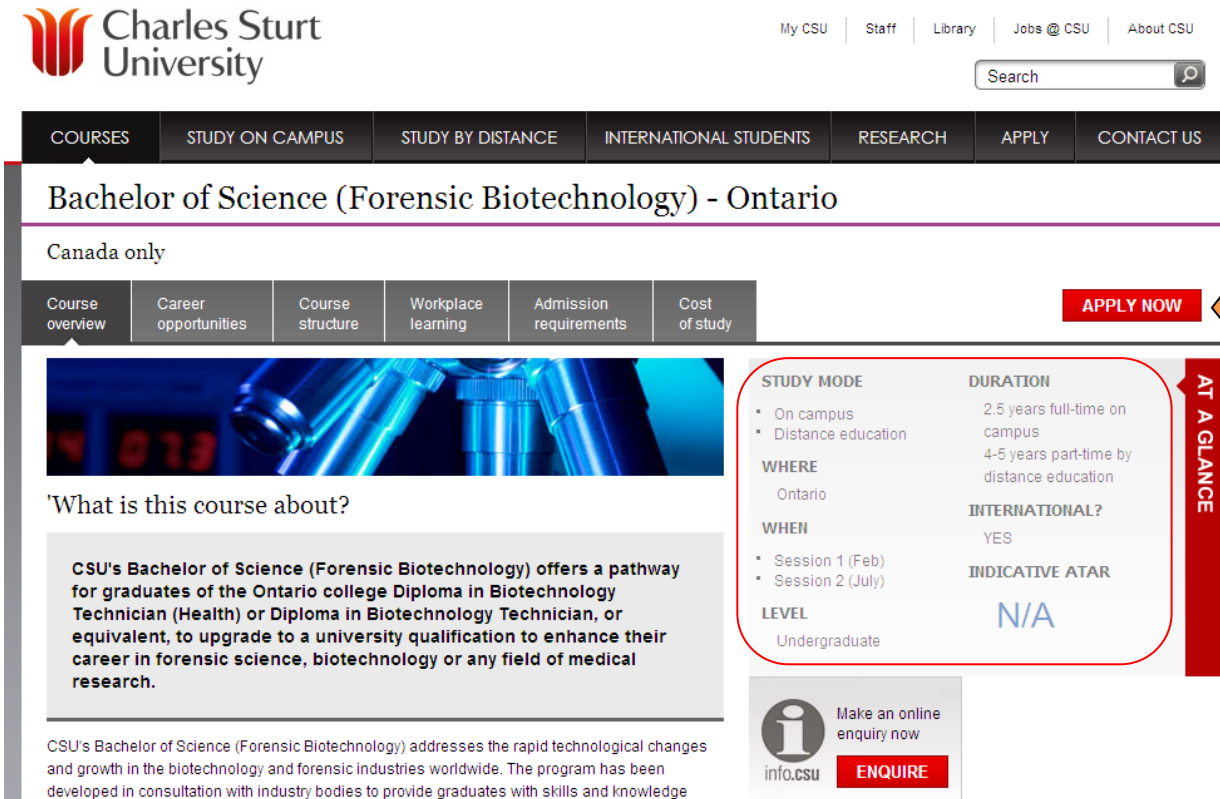
Charles Sturt University Ontario

<p>Faculty Home</p> <p>CSU Ontario Home</p> <p>INQUIRIES</p> <p>General Inquiries</p> <p>905 333 4955</p> <p>SEARCH CSU</p> <p>enter search query <input type="text"/> </p>	<p>Forensic Biotechnology program</p> <p>CSU's Bachelor of Science (Forensic Biotechnology) has been designed for graduates of Ontario College Diplomas in Biotechnology Technician (Health), Biotechnology Technician or equivalent to upgrade their qualifications in order to maximise their career potential in the exciting area of forensic biotechnology</p> <p>The program has been developed in conjunction with industry bodies to address the rapid technological changes and growth in the biotechnology and forensic industries worldwide. The program provides graduates with skills and knowledge relevant to these fields now and into the future.</p> <p style="text-align: center;">Information on how to apply</p>	<p>QUICK LINKS</p> <ul style="list-style-type: none"> > Online Course Brochure > Apply Online
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Step 1 i) Find the Online Course Brochure

CSU Ontario School of Education

<p>Welcome</p> <p>Bachelor of Early Childhood Studies</p> <p>Bachelor of Primary Education Studies ▶</p> <p>Master of International Education (School Leadership)</p> <p>AQ/ABQ Courses</p> <p>Information Sessions</p> <p>Staff and Contacts</p> <p>Faculty of Education</p> <p>CSU Ontario Home</p> <p>Inquiries</p> <p>Course Inquiries</p> <p>905 333 4955</p> <p>enter query <input type="text"/> </p>	<p>Bachelor of Primary Education Studies</p> <p>The Bachelor of Primary Education Studies is a one-year teacher education program that prepares candidates to teach in primary-junior (JK-6) classrooms in Ontario. As with other Ontario faculties of Education, this is a professional preparation program, and all applicants must be graduates of a three or four year university degree.</p> <p>As this program is accredited by the Ontario College of Teachers, CSU facilitates OCT certification of all successful graduates through the provision of transcripts and by linking candidates with OCT processes.</p> <p>Please read the FAQs about this program, or email elementary@csu.edu.au for further information.</p> <p style="text-align: center;">ADMISSIONS</p>	<ul style="list-style-type: none"> Online Course Brochure Admissions Information How to Apply Student Information Current Students
---	--	---



Charles Sturt University

My CSU | Staff | Library | Jobs @ CSU | About CSU

Search

COURSES | STUDY ON CAMPUS | STUDY BY DISTANCE | INTERNATIONAL STUDENTS | RESEARCH | APPLY | CONTACT US

Bachelor of Science (Forensic Biotechnology) - Ontario

Canada only

Course overview | Career opportunities | Course structure | Workplace learning | Admission requirements | Cost of study

APPLY NOW

AT A GLANCE

STUDY MODE	DURATION
<ul style="list-style-type: none"> On campus Distance education 	2.5 years full-time on campus
WHERE	4-5 years part-time by distance education
Ontario	INTERNATIONAL?
WHEN	YES
<ul style="list-style-type: none"> Session 1 (Feb) Session 2 (July) 	INDICATIVE ATAR
LEVEL	N/A
Undergraduate	

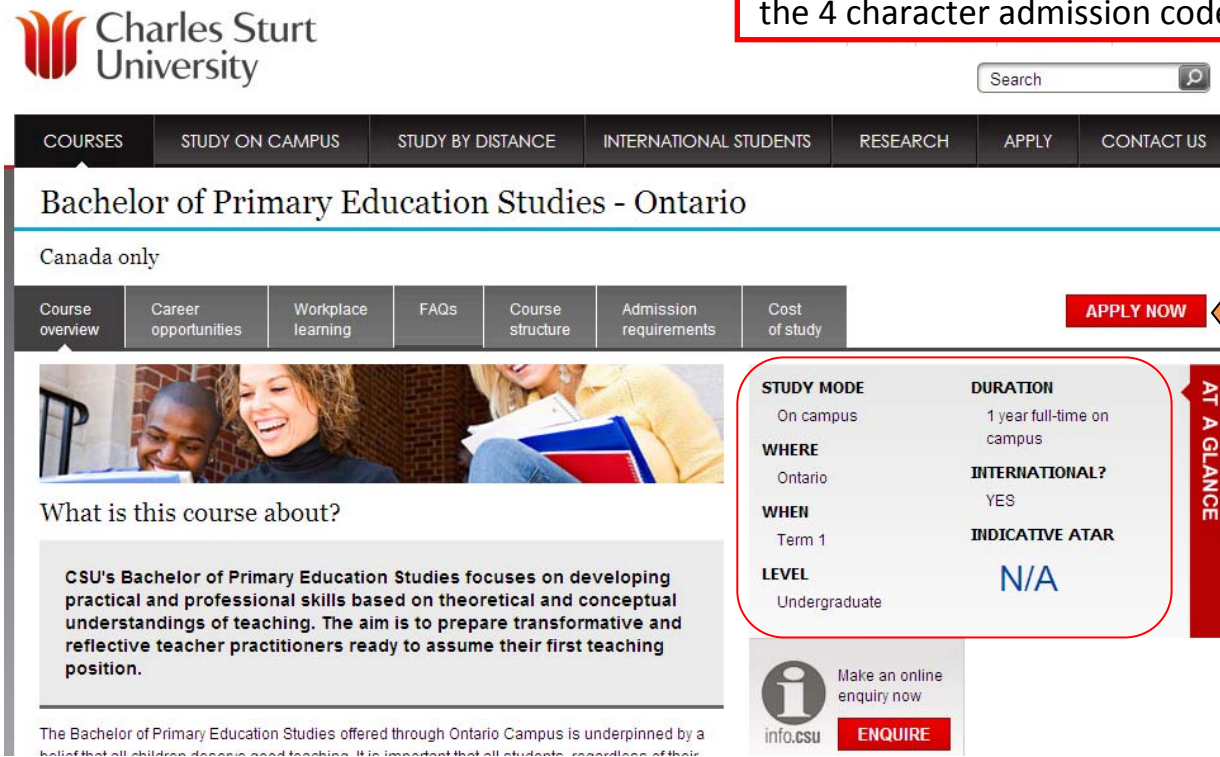
Make an online enquiry now
info.csu **ENQUIRE**

What is this course about?

CSU's Bachelor of Science (Forensic Biotechnology) offers a pathway for graduates of the Ontario college Diploma in Biotechnology Technician (Health) or Diploma in Biotechnology Technician, or equivalent, to upgrade to a university qualification to enhance their career in forensic science, biotechnology or any field of medical research.

CSU's Bachelor of Science (Forensic Biotechnology) addresses the rapid technological changes and growth in the biotechnology and forensic industries worldwide. The program has been developed in consultation with industry bodies to provide graduates with skills and knowledge

Step 1 ii) Click Apply Now and locate the 4 character admission code.



Charles Sturt University

Search

COURSES | STUDY ON CAMPUS | STUDY BY DISTANCE | INTERNATIONAL STUDENTS | RESEARCH | APPLY | CONTACT US

Bachelor of Primary Education Studies - Ontario

Canada only

Course overview | Career opportunities | Workplace learning | FAQs | Course structure | Admission requirements | Cost of study

APPLY NOW

AT A GLANCE

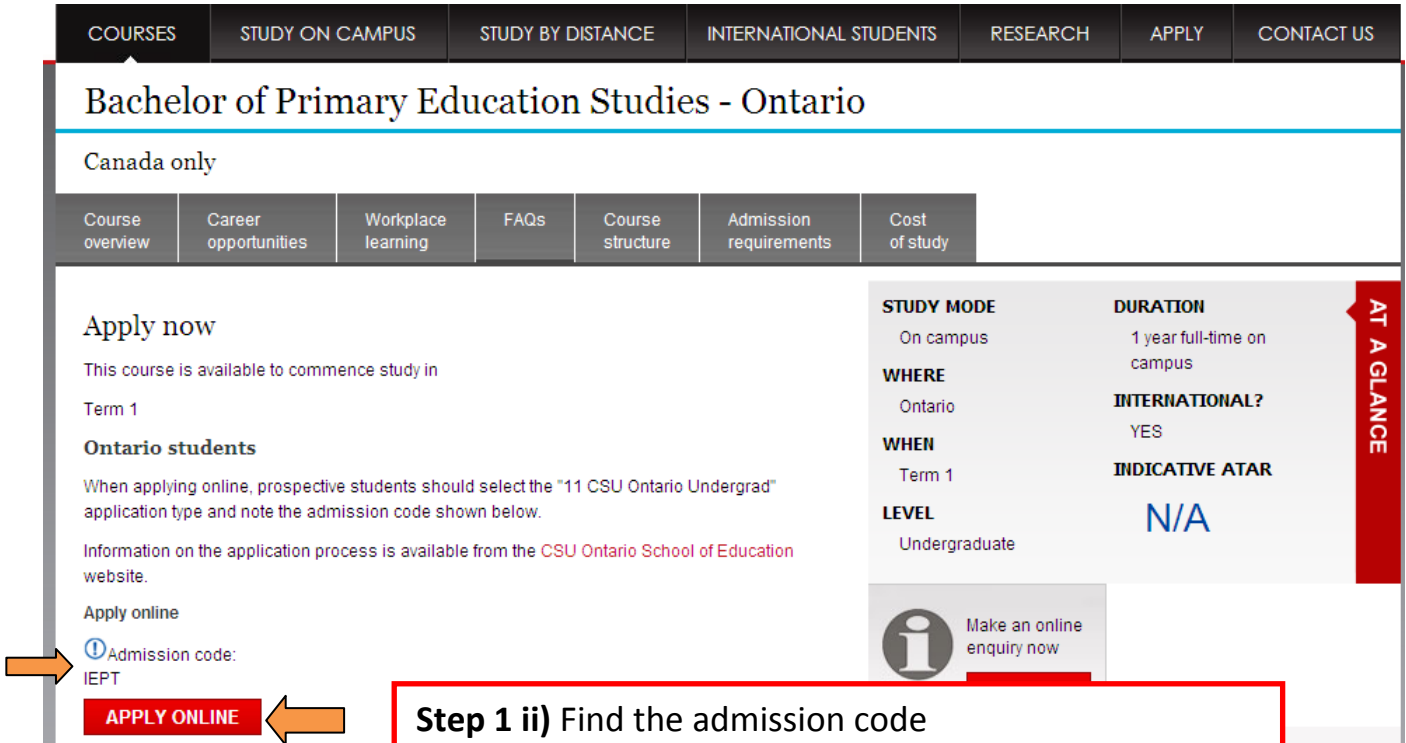
STUDY MODE	DURATION
On campus	1 year full-time on campus
WHERE	INTERNATIONAL?
Ontario	YES
WHEN	INDICATIVE ATAR
Term 1	N/A
LEVEL	
Undergraduate	

Make an online enquiry now
info.csu **ENQUIRE**

What is this course about?

CSU's Bachelor of Primary Education Studies focuses on developing practical and professional skills based on theoretical and conceptual understandings of teaching. The aim is to prepare transformative and reflective teacher practitioners ready to assume their first teaching position.

The Bachelor of Primary Education Studies offered through Ontario Campus is underpinned by a belief that all children deserve good teaching. It is important that all students, regardless of their



COURSES | **STUDY ON CAMPUS** | **STUDY BY DISTANCE** | **INTERNATIONAL STUDENTS** | **RESEARCH** | **APPLY** | **CONTACT US**

Bachelor of Primary Education Studies - Ontario

Canada only

Course overview | Career opportunities | Workplace learning | FAQs | Course structure | Admission requirements | Cost of study

Apply now

This course is available to commence study in
Term 1

Ontario students

When applying online, prospective students should select the "11 CSU Ontario Undergrad" application type and note the admission code shown below.

Information on the application process is available from the [CSU Ontario School of Education](#) website.

Apply online

Admission code:
IEPT

APPLY ONLINE

STUDY MODE
On campus

WHERE
Ontario

WHEN
Term 1

LEVEL
Undergraduate

DURATION
1 year full-time on campus

INTERNATIONAL?
YES

INDICATIVE ATAR
N/A

Make an online enquiry now

AT A GLANCE

Step 1 ii) Find the admission code
Step1 iii) Click on Apply Online to start your

Step 2 Begin your online application by creating a login and password

The Online application is used by all prospective students and so some sections or fields may not be relevant to your particular application, so it is important that you read the top section of each page as it contains instructions for completing that page.

Online Admission - Login

**i** Welcome to CSU Online Admission.

Through the next series of pages you will be able to submit an online application for admission to courses at CSU. The [online course brochure](#) has information on eligibility requirements for your course and also details such as course admission codes.

You may need to upload supporting documents with this online application. The upload section of the application allows you to attach a scanned verified copy of your transcripts and/or word documents.

- certified copies of final transcripts and awards of all of your previous study eg High School, College and/or University
- certified evidence of your English language proficiency (if applicable to you)
- certified evidence of a name change if the name on your transcripts/awards is different to the name on your application
- certified copies of your permanent residency or student visa (if applicable to you)

Submitted documents must be a verified copy. Click here for information about [how to have your documents correctly certified/verified](#).

NB: If you cannot upload your supporting documents and choose to post them to us, they must be received in the Admissions Office within the next 7 days.

Once you have submitted your application you can also return to these pages to see the status of your application as we consider your eligibility.

Please contact us by phone on (+61) 02 6933 4334 if you have any queries as you work through the application or by email to the [Admissions Office](#).

Returning Users login here**Please create a temporary Login ID and PIN.**

- Your **Login ID** can be up to nine (9) alphanumeric characters eg suzy9876a but with no special characters.
- Your **PIN** must be six (6) numbers. Enter your PIN again to verify it.
- Keep a copy of your Login and PIN in a safe place as you will need it again for future access to these pages and if you forget it you will need to start again.

Create a Login ID: Create a PIN: Verify PIN: [Return to CSU Homepage](#)

Step 3 Select application type and nominate an intake

Select **Application Type** 11 for an Undergraduate program or 13- for a Postgraduate program.

Online Admission - Select an Application Type

i To apply for admission to a CSU course, first select the Application Type appropriate for the course you plan to study.


DOMESTIC STUDENTS
Australian citizens or permanent residents and New Zealand citizens select one of the application types below:

- **Undergraduate and Honours** - Bachelor, Honours and Graduate Entry Bachelor degrees
- **AssocDeg Policing Practice** The Associate Degree in Policing Practice course only
- **Postgraduate (Coursework)** - coursework programs in Graduate Certificate, Graduate Diplomas, Masters
- **Research Higher Degrees** - all research programs at Postgraduate and Doctorate degree level
- **Single Subject Programs** - the study of individual CSU subjects
- **Study Link** use to apply for any of the subjects available to assist in the transition to tertiary study

INTERNATIONAL STUDENTS
If you were not born in Australia or New Zealand or do not have Australian permanent residency select one of the application types below:

- **International Onshore Undergraduate** - International students studying at a CSU Regional Campus (**NOT** Sydney or Melbourne campus)
- **International Offshore Undergraduate** - International students studying in their home country
- **International Onshore Postgraduate** - International students studying at a CSU Regional Campus (**N**)
- **International Offshore Postgraduate** - International students studying at a CSU Regional Campus (**N**)
- **International Research Onshore** - research programs at Postgraduate and Doctorate degree levels av
- **International Research Offshore** - research programs at Postgraduate and Doctorate degree levels av

• **CSU Ontario** use to apply only for those courses approved for offering at CSU's Ontario campus.
Application Type 11 - for Undergraduate courses
Application Type 13 - for Postgraduate courses.

Application Type: 

- 01. Undergraduate or Honours
- 02. AssocDeg Policing Practice
- 03. Int'l Undergrad Onshore
- 04. Int'l Undergrad Offshore
- 05. Postgraduate (Coursework)
- 06. Postgrad Int'l Onshore
- 07. Postgrad Int'l Offshore
- 08. Research Higher Degrees
- 09. Int'l Research Onshore
- 10. Int'l Research Offshore
- 11. CSU-Ontario Undergrad
- 12. Single Subject Study
- 13. CSU-Ontario Postgrad
- 14. Study Link

Nominate an intake – Programs with classes on-campus in Burlington tend to be scheduled in Terms while programs offered by distance education from Australia are likely to be scheduled in the Australian campus sessions

Online Admission - Nominate an Intake

Study Periods

Sessions	Terms - selected courses only
Session 1 - March to June	Term 1 - August to December
Session 2 - July to October	Term 2 - January to April
Session 3 - November to February	Term 3 - May to August

On-time applications will receive priority processing; applications received after that time will be considered if places remain available. Applications received after that time will be considered if places remain available. Applications received after that time will be considered if places remain available. **Application closing dates.**

International applications for onshore study in Australia should be submitted 6 months prior to the intake.

* - indicates a required field.

Application Type: 11. CSU-Ontario Undergraduate

Admission Term: *

First Name: *

Middle Name:

Last Name: *

[Return to Application Menu](#)

Online Admission - Nominate an Intake

Study Periods

Sessions	Terms - selected courses only
Session 1 - March to June	Term 1 - August to December
Session 2 - July to October	Term 2 - January to April
Session 3 - November to February	Term 3 - May to August

On-time applications will receive priority processing; applications received after that time will be considered if places remain available. Applications received after that time will be considered if places remain available. Applications received after that time will be considered if places remain available. **Application closing dates.**

International applications for onshore study in Australia should be submitted 6 months prior to the intake.

* - indicates a required field.

Application Type: 13. CSU-Ontario Postgraduate

Admission Term: *

First Name: *

Middle Name:

Last Name: *

[Return to Application Menu](#)

You also add your name to this section to start the application process. Your full name including your middle name will be most useful to ensure accuracy of your student record.

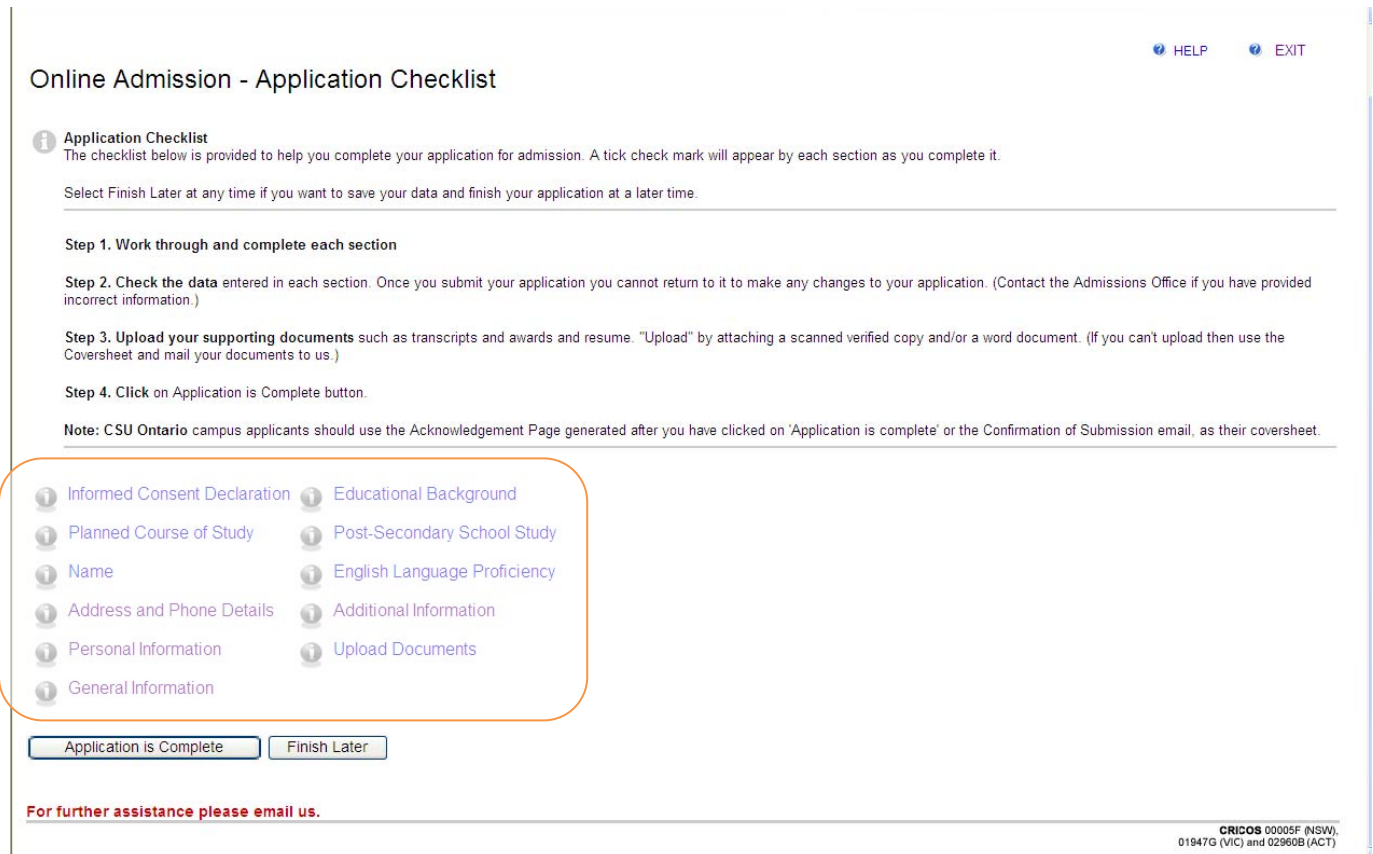
Then click on Fill Out Application to move into the full application process.

Step 4 The Checklist

The checklist shows you the sections of the application you need to complete and as you complete each section it will be ticked off on the checklist. You can return to the checklist at any time to see your progress through the application.

The Online application is used by *all* prospective students and so some sections or fields may not be relevant to your particular application. It is important that you read the top section of each page as it contains instructions for completing that page. You can also click on the Help link in the top right-hand corner to see more information about the page or who to contact for assistance.

The content of each application type will vary slightly and this will be reflected in both the checklist sections and the questions within those sections. Mandatory questions are always marked with an asterisk (*), however you should add as much information as you can to your application as this will help ensure that all aspects are considered in determining your eligibility for admission. By adding all information to your application at submission you will also help us to process your application promptly and minimise the number of times we need to seek additional information or clarification from you.



Online Admission - Application Checklist HELP EXIT

Application Checklist
The checklist below is provided to help you complete your application for admission. A tick check mark will appear by each section as you complete it.

Select Finish Later at any time if you want to save your data and finish your application at a later time.

Step 1. Work through and complete each section

Step 2. Check the data entered in each section. Once you submit your application you cannot return to it to make any changes to your application. (Contact the Admissions Office if you have provided incorrect information.)

Step 3. Upload your supporting documents such as transcripts and awards and resume. "Upload" by attaching a scanned verified copy and/or a word document. (If you can't upload then use the Coversheet and mail your documents to us.)

Step 4. Click on Application is Complete button.

Note: CSU Ontario campus applicants should use the Acknowledgement Page generated after you have clicked on 'Application is complete' or the Confirmation of Submission email, as their coversheet.

- [Informed Consent Declaration](#)
- [Educational Background](#)
- [Planned Course of Study](#)
- [Post-Secondary School Study](#)
- [Name](#)
- [English Language Proficiency](#)
- [Address and Phone Details](#)
- [Additional Information](#)
- [Personal Information](#)
- [Upload Documents](#)
- [General Information](#)

Application is Complete Finish Later

For further assistance please email us.

CRICOS 0005F (NSW),
01947G (VIC) and 02960B (ACT)

Informed Consent Declaration

This section is mandatory. It describes the conditions surrounding the data you provide and what CSU will use the information for and that you agree with that use.

Planned Course of Study

Here you nominate the Planned Course of Study. You can do this in 1 of 2 ways:

- i) By using the 4 character admission code as listed in the online course brochure
- ii) By using the search facility in “Find your Course”



Online Admission
Planned Course of Study

Use this page to nominate your planned course of study. You should have already browsed the [CSU Courses](#) pages and taken note of the admission course code listed in the Application Details page. If not please return to these pages to find this information.

Alternatively you can select the Find your Course button on this page to find your planned course of study.

Enter the Admission Course Code eg EALQ and click on 'Continue'.

Admission Course Code: ←

OR

←

CRICOS 00005F (NSW),
01947G (VIC) and 02960B (ACT)

1) The admission codes for current Ontario courses are:

- | | |
|--|---|
| a. UG - Primary | IEPT |
| b. UG - Early Childhood | IECS and IECT (<i>part-time study</i>) |
| c. UG – Business Admin | IBJC |
| d. UG – Forensic Biotech | ISBF (<i>on-campus study</i>) or JSBF (<i>distance</i>) |
| e. PG – International Ed (School Leadership) | JEMS |
| f. PG – MBA | JBMB |

Simply type the appropriate admission code into the field and click on continue to move to the next section of the application.

Note: the 2 buttons at the bottom of the page: Checklist and Finish Later.




Checklist - return to the main Checklist page

Finish Later - save the data already entered and return later to complete your application

2) Using “Find your Course”

You will need to use a key word from the course of interest in the first field. For example Primary, Education, Business, Forensic. Then fill in the other fields selecting options from the drop down box.

The asterisk indicates required fields. When you have entered all fields, click on “Find”.



[HELP](#) [EXIT](#)

Online Admission Planned Course of Study

You have already selected a study period eg Session 1 and application type eg Undergraduate. This will filter the courses available for selection.

You can search for your planned course of study by using a keyword in the Course Name field and/or by choosing options from the lists provided, then click on 'Find'. You must enter at least 4 characters from a key word in the course name; for example BSc or BA or MBA will not be successful.

Note: Research Higher Degree applicants are advised to use the default of 'All Campuses' when searching for courses.

The asterisk * indicates a required field.

Course Name (keyword) * ←

Campus * ↓

Mode of Study * ↓

Study Load * ↓


Fee Type * ↓

←

CRICOS 00005F (NSW),
01947G (VIC) and 02960B (ACT)

A confirmation page will display the results for the admission code entered or the course search.

Check the details are correct, click on the radio button and submit.



[HELP](#) [EXIT](#)

Online Admission Course Search Results

Check the course details returned - do they match your requirements (eg course name, study mode)?

If **Yes** click on the radio button on the left to select that course as your Planned Course of Study and then click on the 'Submit' button to continue with your application for admission.

If this is **not** the course you wanted click on the 'Return to Search' button and try again.

Select Course Name	Campus	Load	Study Mode	Fee Type	Code
<input type="radio"/> Associate Degree in Policing Practice	Goulburn Campus	Full Time	Internal Mode	Fee-Paying	KAPP

CRICOS 00005F (NSW),
01947G (VIC) and 02960B (ACT)

**Note:**

In all sections where you are required to enter text please use sentence case including for your name eg Tom, Smith Street, Certificate III

Name

Your name will be pre-loaded (from the login pages). Check it and complete any other fields required.

Address and phone details

Add your address and phone number. Ensure your full phone number is entered with no digits missing. The phone number you add here should be the number where we can contact you during business hours – landline or cell phone.

Personal Information

The section seeks your date of birth, email address and citizenship details. Use the drop down lists to help you select the correct response for you.

**Note:**

Section 6 and 7 capture data required by the Australian Commonwealth Government.

General Information

Use the drop down lists to add details of where you were born and what language you speak at home. Some programs are particularly interested to know if you speak a language other than English and you should add that information in this section if relevant.

If you were not born in Canada you must indicate your country of birth and also supply a verified copy of your citizenship or residency status with your application.

Educational Background

Question 1 – what level of education have you achieved to date eg final year of High School, College or University. As an “Overseas Student”, you can select that option from the drop down list and continue.

Online Admission **Qn 1**

Educational Background

The next series of pages captures various statistical information required by the Australian Commonwealth Government.

Highest Level of Education Attained
Please select one option from the list below and click on 'Continue'.
If you are not an Australian citizen or Permanent Resident, please select "overseas student" from the drop down list and continue.

Level Attained

Please Select ▼

Overseas Student

A complete Higher education postgraduate level course

A complete Higher education bachelor level course

A complete Higher education Diploma or Associate Diploma level course

An incomplete Higher education course

A complete final year of secondary education course at school or TAFE

A complete other qualification or attainment or competence

No prior educational attainment

A complete VET award course

An incomplete VET award course

Incomplete Higher Education Postgraduate level course

Complete final year of secondary education course RTO

Incomplete Higher Education Sub-degree level course (HE)

Complete sub-degree level course (VET)

Incomplete sub-degree level course (VET)

Question 2 is about your Parent or Guardian’s level of education. Use the drop down lists to fill in the fields.

Online Admission **Qn 2**

Educational Background

The Australian Commonwealth Government statistical requirements continued.

Education level of your parents or guardians
What is the highest level of education completed by your parents or guardians?

Please answer about the people (up to two) who, during all (or most) of your school years, were your parents or guardians. If you have more than two, answer about those you have spent the most time with.

Parent/Guardian 1

Gender: ▼

Level Attained: ▼

Parent/Guardian 2

Gender: ▼

Level Attained: ▼

CRICOS 00005F (NSW),
01947G (VIC) and 02960B (ACT)

Once you have entered the data a new page will display to confirm those details.

Online Admission Educational Background

Highest Level of Education Attained

Level Attained: Overseas Student **Qn 1**

Parent/Guardian 1: Bachelor Degree **Gender:** Female

Parent/Guardian 2: Bachelor Degree **Gender:** Male **Qn 2**

[Change your Education Background](#)

Year of Arrival in Australia

If you were **NOT** born in Australia please complete the following question:

What year did you arrive in Australia?

[Checklist](#)

[Continue](#)

[Finish Later](#)

The Year of Arrival in Australia question does not apply to applicants for CSU-Ontario courses.

Tests & English Proficiency

If you have not undertaken at least one year's full-time study in Canada with English as the medium of instruction, you may need to provide evidence of your English Language Proficiency.

Business courses may require a GMAT score and you enter that score in this section of the application.

Online Admission HELP EXIT

Test Results (Yr 12 and ELP) (Checklist item 10 of 13)

i Please provide a verified (certified) copy of all test results to the Admissions Office. You can attach a verified copy of your test results to your online application by using the Document Upload section.

For High School completed in Australia:
Enter information about the final year of High School tests (NSW Year 12 or equivalent) you have taken on this page.

For High School results from overseas Schools:
please submit original or certified copies of results to the Admissions Office.

English Language Proficiency: If you are an International applicant or an Australian citizen or Permanent Resident needing to explicitly demonstrate proficiency in the English Language ([CSU English Language Proficiency Requirements here](#)), use this page to enter your test results. We can confirm your IELTS or TOEFL iBT score online if you provide your registration number below.

Note: English Proficiency test results must be less than 2 years old.

Test	Score	Date Taken		
1. <input type="text" value="None"/>	<input type="text"/>	Month	<input type="text" value="None"/>	Year (YYYY) <input type="text"/>
2. <input type="text" value="None"/>	<input type="text"/>	Month	<input type="text" value="None"/>	Year (YYYY) <input type="text"/>
3. <input type="text" value="None"/>	<input type="text"/>	Month	<input type="text" value="None"/>	Year (YYYY) <input type="text"/>
4. <input type="text" value="None"/>	<input type="text"/>	Month	<input type="text" value="None"/>	Year (YYYY) <input type="text"/>
5. <input type="text" value="None"/>	<input type="text"/>	Month	<input type="text" value="None"/>	Year (YYYY) <input type="text"/>
6. <input type="text" value="None"/>	<input type="text"/>	Month	<input type="text" value="None"/>	Year (YYYY) <input type="text"/>
7. <input type="text" value="None"/>	<input type="text"/>	Month	<input type="text" value="None"/>	Year (YYYY) <input type="text"/>
8. <input type="text" value="None"/>	<input type="text"/>	Month	<input type="text" value="None"/>	Year (YYYY) <input type="text"/>

If the test you have taken (Australian Secondary School or English Language Proficiency) is not listed, please record the name of the test, your result and the date of that result in this space.

[Return to Checklist without saving changes](#)

Additional Information

This section may seek course specific information or provide space for you to add other information you believe to be pertinent to your application.

**Note:**

Both academic achievement (formal or informal) and employment (formal, casual or volunteer) are considered when determining your eligibility for admission.

Online Admission

Additional Information (Checklist item 10 of 11)

 The information you provide in this section will help us to complete the assessment of your application and ensure your application is considered for the correct course.

Have you prepared your Experiential Table and Personal Statement responses? Yes No No Response

[Bachelor of Primary Education Studies web page](#)
[Bachelor of Early Childhood Studies web page](#)

Are you applying to the Bachelor of Primary Education Studies as part of the early entry program for McMaster University students? Yes No No Response

Are you applying for the Bridging Program leading into the BScience Forensic Biotechnology course? ([web page](#)) Yes No No Response

If your course allows selection of a Strand or Major stream of study, please nominate your Strand or Major here. (Bachelor of Business Administration applicants are advised to submit their preferred area of study here)

[Checklist](#)[Continue](#)[Finish Later](#)

[Return to Checklist without saving changes](#)

Upload Documents

You can attach documents to your online application using this Upload Documents section. These documents might include your detailed resume, verified copies of other study attainments or qualifications, personal statement supporting your application.



Note: Applicants for the Masters International Education (School Leadership) do not need to provide a copy of their University transcripts, if their Ontario College of Teachers (OCT) registration number is provided. The Admissions Office will use your OCT number to check your qualifications.

Include your OCT number in the Post-Secondary School section.

There are 3 steps:

1. Browse your computer to find the document you want to attach
2. Select a document type from the drop down list
3. Submit the document. NB: this is attaching the document to the application, NOT submitting your full application.

Upload Documents (Checklist item 12 of 13)

Add documents to support your application for admission.
For example:

- verified copies of awards and transcripts from College, TAFE or University studies;
- detailed resume;
- copy of professional body registration eg Teachers' Board/Institute, Nurses & Midwives Board
- Research Proposal (for Research Higher Degree applications)

How to have your documents correctly certified/verified.

i Please Note: Some restrictions apply:

- You can only upload one of each document type.
- You may only upload 6 documents per application.
- The maximum document size is 3 MB each.
- The document file types must be pdf,doc,docx,jpg,jpeg or rtf.

File 1.

Document Type 2.

- Select a document type

- Select a document type

College, TAFE, VET Transcripts

English Language Proficiency

Evidence of Citizenship/PR

Nursing Board Registration

Personal Statement

Research Proposal

Resume

University Transcripts/Awards

Waiver - Record or Privacy

3.

[Return to Checklist without saving changes](#)

Completing & submitting your Application

By returning to the checklist you will see that all sections completed have now been ticked. You now need to click on “Application is Complete” to submit your application. Once you click on Application is Complete you cannot change the information you have entered or documents you have uploaded. (If you need to make a change just contact the Admissions Office.)

[HELP](#) [EXIT](#)

Online Admission - Application Checklist

Application Checklist
The checklist below is provided to help you complete your application for admission. A tick check mark will appear by each section as you complete it.

Select Finish Later at any time if you want to save your data and finish your application at a later time.

Step 1. Work through and complete each section

Step 2. Check the data entered in each section. Once you submit your application you cannot return to it to make any changes to your application. (Contact the Admissions Office if you have provided incorrect information.)

Step 3. Upload your supporting documents such as transcripts and awards and resume. "Upload" by attaching a scanned verified copy and/or a word document. (If you can't upload then use the Coversheet and mail your documents to us.)

Step 4. Click on Application is Complete button

Note: CSU Ontario campus applicants should use the Acknowledgement Page generated after you have clicked on 'Application is complete' or the Confirmation of Submission email, as their coversheet.

Informed Consent Declaration	<input checked="" type="checkbox"/> Educational Background
Planned Course of Study	<input type="checkbox"/> Post-Secondary School Study
Name	<input type="checkbox"/> English Language Proficiency
Address and Phone Details	<input checked="" type="checkbox"/> Additional Information
Personal Information	<input type="checkbox"/> Upload Documents
General Information	

For further assistance please email us.

CRICOS 00005F (NSW),
01947G (VIC) and 02960B (ACT)

Online Admission - Acknowledgement

When you click on Application is complete an Acknowledgment page is automatically displayed. If you have elected not to use the document upload facility to attach supporting documentation to your online application, please use the Online Admission Acknowledgement page when you post them to the Admissions Office. This will ensure your documents are clearly identifiable and correctly attached to your application.

You will also receive an automatically generated email from CSU Admissions Office confirming your submission.

Online Admission - Acknowledgement

Thank you for your application to study at Charles Sturt University - we hope you will be able to join us soon.

An automatic email will be sent to you to confirm your submission. Please allow at least 1 day for your application to be loaded and you can then return to the Online Admission pages to monitor the progress of your application.

We will have an official decision to you about your eligibility as quickly as possible. In the meantime, if you have any queries please contact us at the CSU Admissions Office by email to admissions@csu.edu.au or by telephoning CSU Ontario: 905 333 4955.

Please now:

PRINT this page and use it as a coversheet for your supporting documentation. Please also write the name of the program you have applied for on this printed page. This will help us to match your documents to your application and begin the assessment of your eligibility.

SEND it all to the Admissions Office in Ontario so that it is received **in the next 10 days**.

The Admissions Office, Charles Sturt University Ontario
860 Harrington Court
Burlington, ON L7N 3N4
Canada

Name: Sandra Cee

Phone: 123 456789

Email: schapman@csu.edu.au

Application completed: 10-MAR-11

Term: Term 1 2011

11. CSU-Ontario Undergrad

Program you have applied for:.....

scstest18/52

[Return to Application Menu](#)

From: CSU Admissions Office [admissions@csu.edu.au]
To: Chapman, Sandra
Cc:
Subject: CSU Ontario Confirmation of Submission

Sent: Thu 10/03/2011 12:33 PM

First Name: Sandra
Last Name: Cee
Term Code: 201175 (Term 1 2011)
Admissions Code: IEPT
Date of Submission: 10-MAR-2011 12:03:08 PM
Web ID: scstest18
Documents Uploaded: 2

Thank you for your application to study at Charles Sturt University. Your application has been successfully submitted.

However there are still some items that must be submitted in hard copy to the CSU Ontario Admissions Office in the **next 10 days**:

- certified copies of awards and transcripts of all of your previous study eg College and/or University
- other supporting documentation as specified in the course brochure eg references, detailed resume, supporting statements and test results.

And also if these apply to you:

- certified evidence of your English language proficiency (if you have not completed High School or other study in Canada)
- certified evidence of a name change if the name on your transcripts/awards is different to the name on your application
- certified copies of your residency status if you were not born in Canada

NB: CSU does not return any documentation

If you didn't print off the Acknowledgement Page when you completed your application online, **please print this page, sign and date it and send it with your supporting documentation to the address shown below** (these details will ensure your supporting documentation is attached to your application):

The Admissions Office
Charles Sturt University Ontario
860 Harrington Court
Burlington, ON L7N 3N4
Canada

Please contact the Admissions Office if you need further assistance.

Email: admissions@csu.edu.au

Web: [Admissions FAQs](#)

Phone: 905 333 4955

Fax: 905 333 6562

You can also monitor the progress of your application by returning to [CSU Online Admission](#) pages

Application Menu and monitoring progress


Once you submit your application the Application Menu will display the application in the Submitted Applications section as shown below. When the Admissions Office has loaded your application into the database you will see the application record displayed in a 3rd section called Processed Applications. You can click on the application at any time in either of these sections to check the details you entered in your application and to monitor the progress of the assessment of your eligibility for admission.

[HELP](#) [EXIT](#)


Application Menu

Applications in Progress

Admission Term	Application Type	Application Preference	Field of Study	Date Created	Last Section Updated
<i>New</i> Create a new application					

Submitted Applications 

Admission Term	Application Type	Application Preference	Field of Study	Date Created
Term 1 2011	11. CSU-Ontario Undergrad	Not entered	Primary Education Studies	01 Mar 2011

Processed Applications 

Admission Term	Date Created
Session 1 2011	20 Jan 2011

For further assistance please email us.
[Return to Homepage](#)

Questions?

If you have any questions about the requirements of the application or the academic eligibility requirements, contact:

CSU Admissions Office
Tel: 02 6933 4334
Email: admissions@csu.edu.au

Or: Charles Sturt University Ontario Campus
Tel: 905 333 4955
Email: canada@csu.edu.au

OR: Visit the Charles Sturt University Ontario website at www.charlessturt.ca