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Registering your Online Account
Click **APPLY NOW** which you can find on your preferred course site to apply online. For first time applicant, please click ‘Register and Apply’ button.

Personal Details
You are required to enter Title, Given Name, Family Name, Date of Birth and Gender accordingly. Make sure the spelling of your name is accurate.
Email Address and Phone Details
You are required to enter a valid email address for our system to send your login user ID and password. Enter at least one phone number with country code and area code (e.g. 0091 12345678).

Address Details
You are required to enter your current contact address or home address including postcode under Address Line 1, 2 or 3.
Citizenship & Residency Details
For non-Australian citizen or non-New Zealand citizen, you are required to select ‘Overseas student residing overseas’ and fill up your nationality accordingly.

![Citizenship & Residency Details](image)

Cultural Details
You are required to enter your country of birth and main language spoken at home accordingly.

You may leave the field of ‘Year of Entry to Australia’ blank.

For non-Australian citizen, you are required to choose ‘No’ for Australian Aboriginal or Torres Strait Islander Status.

![Cultural Details](image)
Disability Details
For students who choose ‘Yes’, please tick the sub-questions accordingly. Do take note that disclosing your disability information will further assist JCU Singapore to provide the necessary support services to you. Your admission outcome will not be affected.

Disability Details
Please indicate any disabilities you may have even if you do not require assistance.
Do you have a disability, impairment or long term medical condition?  
☐ ☑ ☐
    Hearing Learning Mobility
☐ ☐ ☐
    Vision Medical Other

Australian (or equivalent senior secondary school) year 12 details
For non-Australian citizen, please select ‘No’ to skip this question.

Australian (or equivalent Senior Secondary School) Year 12 details
Please provide completion details of your Australian (or equivalent) Year 12 study. Non-Australian students studying at Singapore campus select Year 12 Completed = No
Year 12 Completed  ☑ No ☐
Year  ☑ ☐
Highest Level of Study Details
For non-Australian citizen, you are required to choose ‘Overseas Student’ and enter the current year of your highest level of study.

Previous Study Details
No action is required for this question. Please skip this question and click ‘Proceed with Registration’ button.
Summary Page
The summary page will show the information of your online application as you have entered. Please check through the information and tick the box to agree to the application conditions and applicant declaration. You are required to enter the security code and then click ‘Proceed with Registration’. Security code will expire after 90 seconds and you will need to refresh the page after that.

Application Conditions and Applicant Declaration

[Checkbox] I agree to the Application Conditions and Applicant Declaration

Security Verification

Please enter the security code displayed in the image below in order to continue. If you are having difficulty reading the security code, click the ‘Change security code’ button to try a different code or click on the speaker button to listen to the code. The security code is not case sensitive.

Please type the letters you see in this image:

VH7ZA92

[Back to Education Details] [Cancel] [Proceed with Registration]
Once you see this window below, you will receive an auto-generated email with your login user ID and passport. Please click ‘Proceed with Application’ to continue with the online application.
Applying for Course

Choosing your Preferred Course and Intake
Please enter the respective criteria to search for the program which you intend to apply. Choose Singapore as a location, year and study mode (full time or part time) accordingly. Leave ‘All Attendance Modes’ as default. Click ‘Search’.

![Search screenshot]

You may refer to the table below on the intake starting date for each study period.

<table>
<thead>
<tr>
<th>Study Period (SP)</th>
<th>Yearly Intake</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study Period 94</td>
<td>January</td>
<td>ELPP only</td>
</tr>
<tr>
<td>Study Period 95</td>
<td>May</td>
<td>ELPP only</td>
</tr>
<tr>
<td>Study Period 96</td>
<td>September</td>
<td>ELPP only</td>
</tr>
<tr>
<td>Study Period 91 &amp; 51</td>
<td>March</td>
<td>All programs</td>
</tr>
<tr>
<td>Study Period 92 &amp; 52</td>
<td>July</td>
<td>All programs</td>
</tr>
<tr>
<td>Study Period 93 &amp; 53</td>
<td>November</td>
<td>All programs</td>
</tr>
<tr>
<td>Study Period 54</td>
<td>January</td>
<td>Executive MBA only</td>
</tr>
<tr>
<td>Study Period 55</td>
<td>April</td>
<td>Executive MBA only</td>
</tr>
<tr>
<td>Study Period 56</td>
<td>July</td>
<td>Executive MBA only</td>
</tr>
<tr>
<td>Study Period 57</td>
<td>September</td>
<td>Executive MBA only</td>
</tr>
<tr>
<td>Study Period 58</td>
<td>March</td>
<td>Master/Doctor from Psychology only</td>
</tr>
<tr>
<td>Study Period 59</td>
<td>July</td>
<td>Master/Doctor from Psychology only</td>
</tr>
</tbody>
</table>

For assistance on online application, please direct your enquiries to the Admissions Office at admissions-singapore@jcu.edu.au.
Click ‘Apply’ button for the course following your preferred Study Period.

### Bachelor of Business - 20510

<table>
<thead>
<tr>
<th>Year</th>
<th>Location</th>
<th>Study Period</th>
<th>Liability</th>
<th>Load Category</th>
<th>Attendance Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>Singapore</td>
<td>52</td>
<td>Study Period International Offshore Partner</td>
<td>Full Time</td>
<td>Internal</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>Location</th>
<th>Study Period</th>
<th>Liability</th>
<th>Load Category</th>
<th>Attendance Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>Singapore</td>
<td>53</td>
<td>Study Period International Offshore Partner</td>
<td>Full Time</td>
<td>Internal</td>
</tr>
</tbody>
</table>

### Bachelor of Business and Environmental Science - 101510

<table>
<thead>
<tr>
<th>Year</th>
<th>Location</th>
<th>Study Period</th>
<th>Liability</th>
<th>Load Category</th>
<th>Attendance Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>Singapore</td>
<td>52</td>
<td>Study Period International Offshore Partner</td>
<td>Full Time</td>
<td>Internal</td>
</tr>
</tbody>
</table>
Next you will see a summary page of your current online application. Click ‘Proceed with Application’ to create your application.

<table>
<thead>
<tr>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study Package Category</td>
</tr>
<tr>
<td>Bachelor Pass</td>
</tr>
</tbody>
</table>

For courses with majors available, you are required to select the major/s that you wish to study.

Requirement 1 - Majors

Please select YES to the major/s that you wish to study Note: Accounting can only be studied as a single major

NOTE: You need to provide at least 1 answer before you can submit your application.

- Accounting
- International Business
- Management
- Hospitality & Tourism Management
- Sports & Events Management
- Financial Management
- Business Intelligence and Information Systems
Residential status in Singapore details

For international student (non-Singaporean or Permanent Resident), please select ‘International Pass’ and enter your passport number, issue date and expiry date accordingly. It is mandatory to upload your passport copy here.

![Requirement 1 - Residential Status in Singapore](image)

**NOTE:** You need to provide at least 1 answer before you can submit your application.

Please select Residential status: *International Pass*

**Further Requirement 1 - International Student without Pass**

**Supporting Documentation**

You need to provide all documents listed below.

**Passport**

Provide passport information and attach a copy

- **Passport Number:** *12345678*
- **Issue Date:** *18-May-2016*
- **Expiration Date:** *19-May-2020*

**NOTE:** This document requirement is a mandatory requirement and must be completed before you can submit your application.

**Document Attachments**

Upload a new file...
Uploading your Photo

It is mandatory to upload your photo here. Please note that passport-sized photo must be in the following format:

- in colour and plain white background (without shadows)
- taken within the last 3 months
- full face must be shown without any headgear (headgear worn in accordance with religious or racial customs is acceptable but must not hide the facial features)
- file must be in JPEG format, approximately 60 Kbytes in size and 400 by 514 in pixels
English Language Proficiency details
If English is your first language, choose ‘Yes’. Otherwise, you will need to answer the following questions and attach the relevant documents.

- Is English your first language?
  If your answer is ‘No’, please answer the next requirement.

- Have you undertaken studies (secondary/high school/university courses) conducted in English for 2 years?
  If your answer is ‘No’, please answer the next requirement.

- Have you taken an English Language Test (TOEFL, IELTS) within the past 2 years?
  If your answer is ‘Yes’, you are required to attach your TOEFL or IELTS result.
Academic Background details
You are required to enter your previous qualification and attach the qualification document/s (graduation certificate and transcript etc.) here. Please save all documents into one pdf or word file to avoid multiple upload.

Requirement 4 - Academic Background
Enter your highest qualification attained.

NOTE: You need to provide at least 1 answer before you can submit your application.

- First Year of Study: 2010
- Last Year of Study: 2015
- Qualification/Award Type: GCE 'A' Level / Year 12
- Name of School/Institution/University: International High School
- Country of School/Institution/University: SINGAPORE
- Course Completed: Yes

Supporting Documentation
You need to provide all documents listed below.

Qualification Evidence
To support your application upload the notarized/certified copies of your academic certificates and transcripts (including certified translation, if necessary). If possible these should be scanned and uploaded as a single attachment.

NOTE: This document requirement is a mandatory requirement and must be completed before you can submit your application.

Document Attachments
Upload a new file...
Applying for Credit Exemption
Click ‘Yes’ if you are seeking credit exemption for previous study and attach course syllabus or subject synopsis.
Additional Supporting Documents
No action required for this question at this stage.

Emergency Contact details
You are required to enter name, phone number, address and relationship for emergency contact purpose. For students under 18 years old, please enter your parent/guardian information as the emergency contact.

**Requirement 7 - Emergency Contact**

Provide details of your Emergency Contact

**NOTE:** You need to provide at least 1 answer before you can submit your application.

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Nicholas Wee</td>
</tr>
<tr>
<td>Telephone number</td>
<td>065 61234567</td>
</tr>
<tr>
<td>Address</td>
<td>Aljunied Road</td>
</tr>
<tr>
<td>Relationship</td>
<td>Father</td>
</tr>
</tbody>
</table>
Under 18 years of Age
For students below 18 years old, you will be required to provide your parent/guardian information the same as your emergency contact.

<table>
<thead>
<tr>
<th>Requirement 8 - Are you under 18 years of age?</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOTE: You need to provide at least 1 answer before you can submit your application.</td>
</tr>
<tr>
<td>Are you under 18 years of age?</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Further Requirement 1 - Parent/Guardian Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Details include Document Type and Number</td>
</tr>
<tr>
<td>NOTE: You need to provide at least 1 answer before you can submit your application.</td>
</tr>
<tr>
<td>Parent/Guardian Name *</td>
</tr>
<tr>
<td>Relationship *</td>
</tr>
<tr>
<td>Parent/Guardian Phone Number *</td>
</tr>
<tr>
<td>Document Type *</td>
</tr>
<tr>
<td>Document Number *</td>
</tr>
<tr>
<td>Document Issued By (if applicable)</td>
</tr>
<tr>
<td>Document Expiry Date (if applicable)</td>
</tr>
</tbody>
</table>
Change of Name
You will be required to attach supporting documents if you have changed your name or if any of your documents show a name which is different from this application.

Representative / Agent details
Choose ‘No’ if your application is not submitted by an agent or overseas representative. You are required to indicate the referrer’s name and complete the Student Referral Form which you can download here.
Choose ‘Yes’ if you have an overseas representative or agent. You are required to complete the agent/overseas representative details. For JCU Singapore Registered agent, please attach the completed Declaration by Agent and Student form which you can download here.
Summary page
The summary page will show the information of your online application as you have entered. Please check through the information and tick the box to agree to the application conditions and applicant declaration. Click ‘Confirm the application’ at the bottom of the page to complete the online application.

Once you have successfully completed the online application, you will see the following window. You can proceed to log out to end the session.

If you are sending supporting documentation you will need to attach a cover sheet. The cover sheet is available from the ‘I Want To...’ links at the bottom of the page. You can select an action to perform from the ‘I Want To...’ links at the bottom of the page, or you can close this window if you are finished. You can log in at any time to review your application.
You should be receiving an email confirmation of your application summary with instructions to make the application fee payment. Please proceed with the application fee payment in order for your application to be processed.

Your application has been submitted successfully.

Physical Submission Information

NOTE
Thank you for your application to study at James Cook University Singapore.

The Application fees are:
Non Singaporean Students: S$250.00 (incl. GST)
Singaporean Students / Permanent Residents: S$200.00 (incl. GST)

Bank account details for Electronic Fund Transfer
Account Name: James Cook Australia Institute of Higher Learning Pte Ltd
Bank Name: DBS Bank
Bank Account No.: 032-900070-8 (Singapore Dollar account)
Bank Address: DBS Buona Vista Branch, Block 43 Holland Drive #01-53/59, Singapore 270043
SWIFT Code: DBSSSGSG
Type of Account: Current Account (only for ATM or online Transfer)
Credit Card – please fill up a payment authorisation form and send it directly to the Finance department at finance-singapore@jcu.edu.au
You can obtain the payment authorisation form from http://bit.ly/paymentauthorisation

Please make application fee within 5 working days of submitting your online application.

Please direct future enquiries regarding your application to the Admissions Office at admissions-singapore@jcu.edu.au
To log back into your Application go to ‘cStudent’

Below is the information that we have recorded for you and your application:

Personal Details
### Checking your Application Status

**eStudent Log In**
You can track your status by logging into eStudent using your user name and password which has been emailed to you at the time of registration.

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**Welcome to eStudent!**

Please select a menu from the above tabs.

**In eStudent you can:**

- Apply for a postgraduate or research course
- Apply for an undergraduate course - international and Singapore students only
- Apply for a postgraduate or research course transfer
- Manage your personal details - maintain your address, contact details (including emergency contact), citizenship and disability information
- Apply for scholarships (Australian campuses, conditions apply)

**Need Help?**

- Check out our easy-to-use Online Help, links are also available on each page of eStudent
- AskUs - your questions answered 24/7
- Student help videos

**Not having any luck with online help?**

Contact:

Student Centre - Cairns or Townsville
JCU Singapore

CRICOS Provider Code: 00117J
Mobile App

Otherwise, you can also download our JCU Singapore App via iOS App Store or Android Google Play on your mobile to check on your application status. To log in, you will need your personal email address and 8-digit Student ID emailed to you at the time of registration.