

SUBMIT AN APPLICATION

PRINCIPAL'S RECOMMENDATION SCHEME



BE WHAT YOU WANT TO BE

cqu.edu.au

Applying for a course

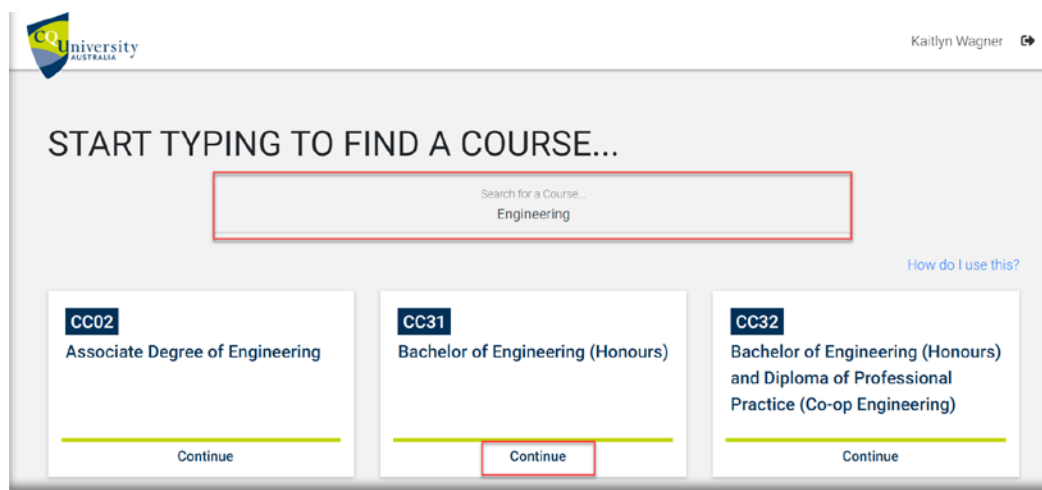
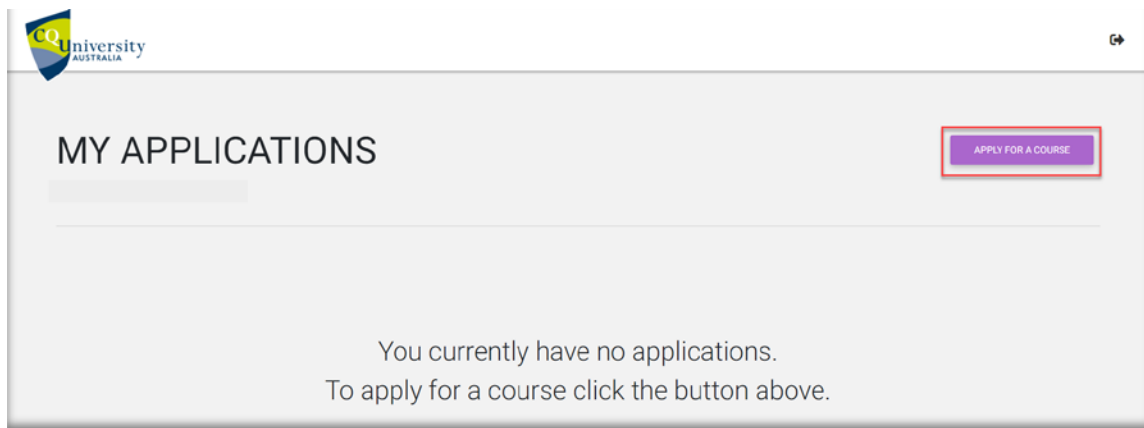
Visit <https://applyonline.cqu.edu.au/registration/register?> to begin a new application.

Please note that CQUni's ApplyOnline portal supports all major browsers, however we recommend using **Google Chrome** or **Firefox** for your application.

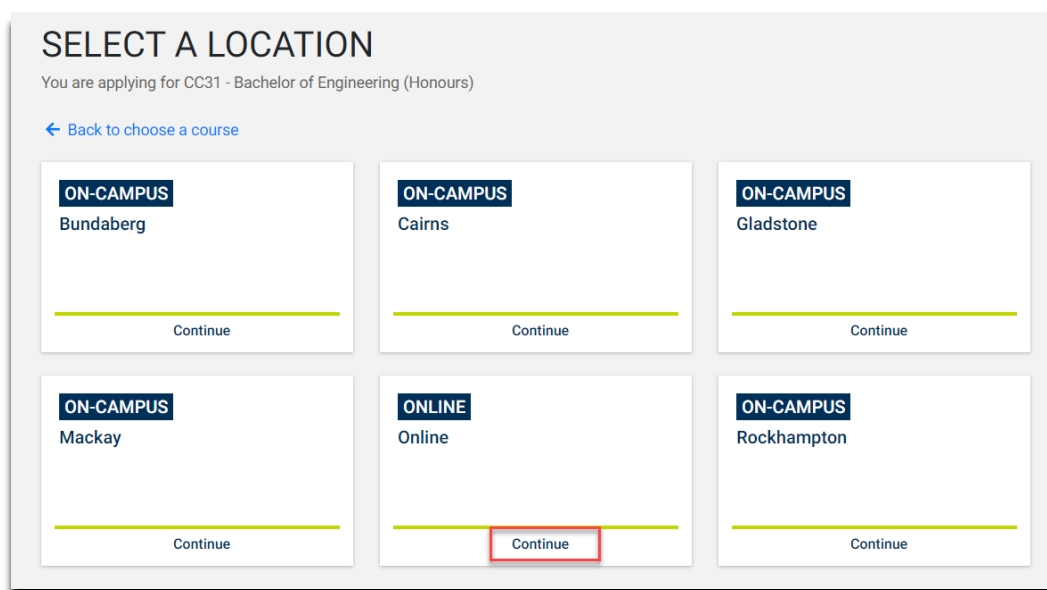
If you are a new student, please complete the form to register for a student account or login if you already have one.

A screenshot of the CQUniversity registration page. The page has a green and blue background with the CQUniversity logo in the top left. The main content area is white and contains a registration form titled 'New to CQUniversity?'. The form includes fields for First Name, Middle Name, Last Name, Gender, Date of Birth, Email Address, Mobile Number, and Nationality. There is a 'Log in' button on the right side of the form. Below the form, there is a link to 'Forgot Username?' and 'Forgot Password?'. At the bottom of the form, there is a 'Register' button and a link to 'Terms and Conditions and Privacy Policy'.

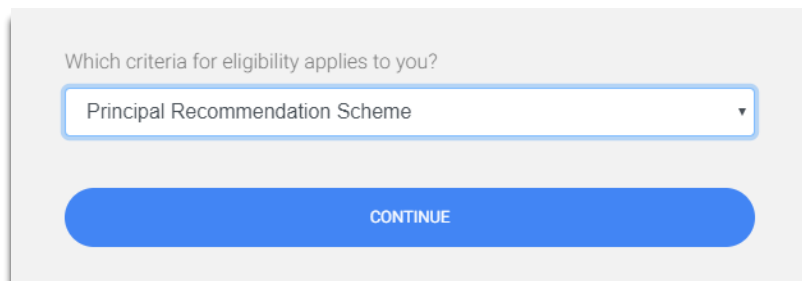
Once you are logged in, click *Apply for a Course* and use the search function to find the course you wish to apply for and select *Continue*.



Follow the prompts to select the study mode, location, and commencement term from the displayed options.



Next, you will need to select an eligibility criteria that applies to you from the drop-down list, and select Principal Recommendation Scheme to continue.



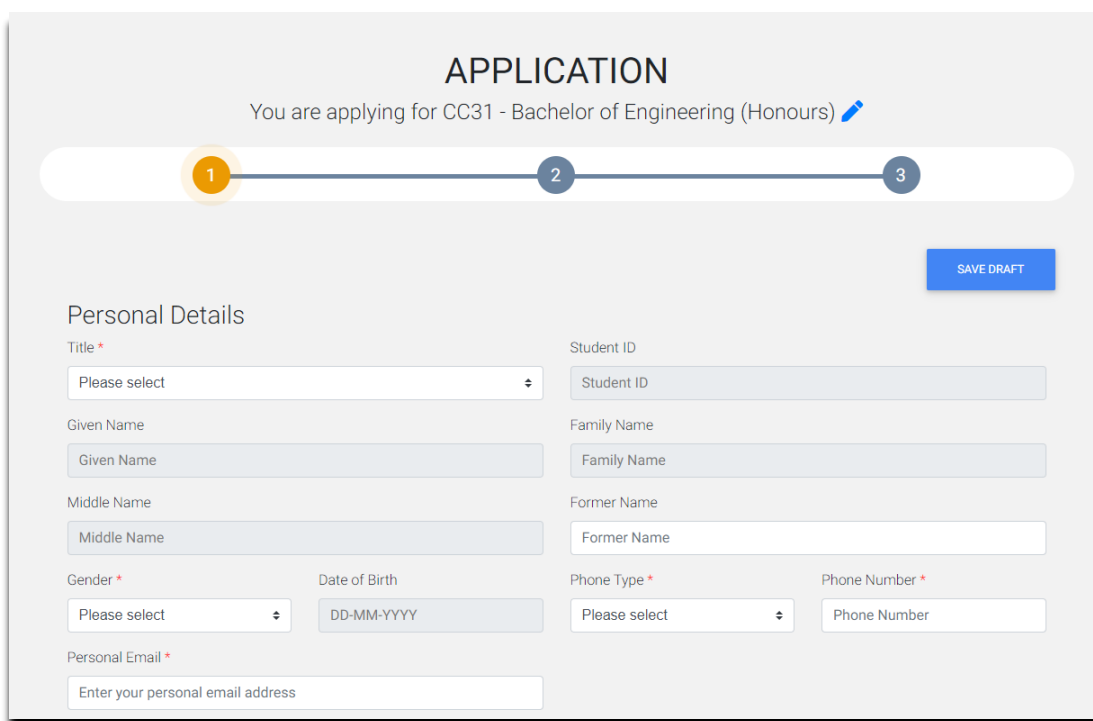
Which criteria for eligibility applies to you?

Principal Recommendation Scheme

CONTINUE

Step 1: Personal details

Follow the steps to complete the application form. First, you will need to enter your personal details, including name, address, phone, email, nationality and cultural details.



APPLICATION

You are applying for CC31 - Bachelor of Engineering (Honours)

1 2 3

SAVE DRAFT

Personal Details

Title *
Please select

Student ID
Student ID

Given Name
Given Name

Family Name
Family Name

Middle Name
Middle Name

Former Name
Former Name

Gender *
Please select

Date of Birth
DD-MM-YYYY

Phone Type *
Please select

Phone Number *
Phone Number

Personal Email *
Enter your personal email address

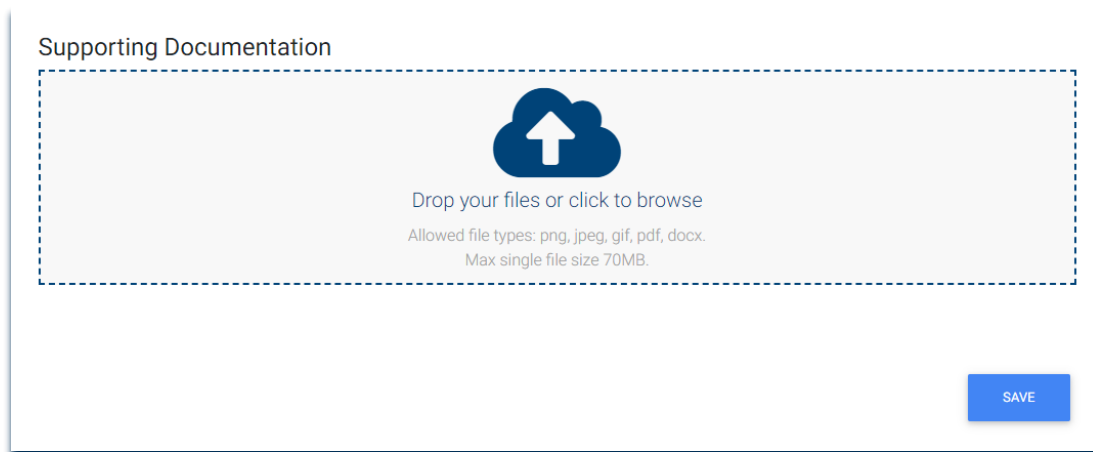
Note: Mandatory fields must be completed to proceed with your application.

Step 2: Background information


The second step of the form will collect more information about your educational history.

Step 3: Attachments

In the final step you can view entry considerations and other requirements (if applicable to your course), and upload any supporting documentation, including your Principal's Recommendation Letter.



Supporting Documentation



Drop your files or click to browse

Allowed file types: png, jpeg, gif, pdf, docx.
Max single file size 70MB.

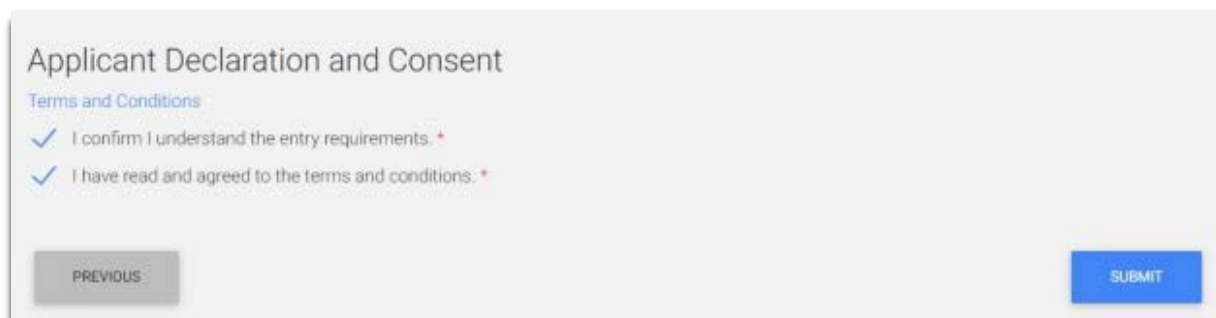
[SAVE](#)

Documents can be attached by drag and drop into the box with the cloud icon, or clicking within the box to browse and select your document from your files.

Please note, the Principal's recommendation letter that you provide with your application must:

- be on your School Letterhead
- be signed and dated by your Principal
- list your full name
- list the name of the course that you are applying for.

Once you have read and understand all the information on the page including the terms and conditions, tick the Application Declaration and Consent boxes at the bottom of the page, and select the Submit button to complete your application.



Applicant Declaration and Consent

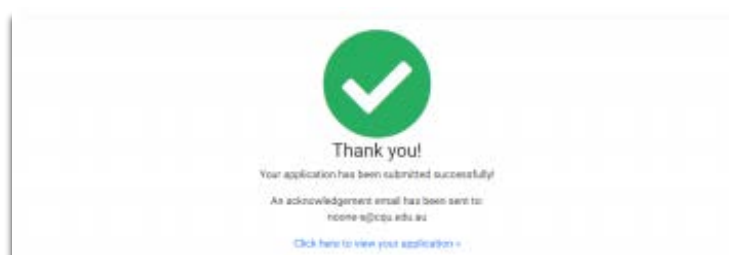
[Terms and Conditions](#)

☒ I confirm I understand the entry requirements. *


☒ I have read and agreed to the terms and conditions. *

[PREVIOUS](#) [SUBMIT](#)

Applicants should then see a screen confirming that the application has been submitted successfully.



To save an application, select the *Save Draft* button at the top of the page. This will save the application for you to complete and submit at a later date.



To re-visit a saved application or check the status of a submitted application, login to the portal directly at applyonline.cqu.edu.au.