

INSTRUCTION SHEET

MYCENTRE

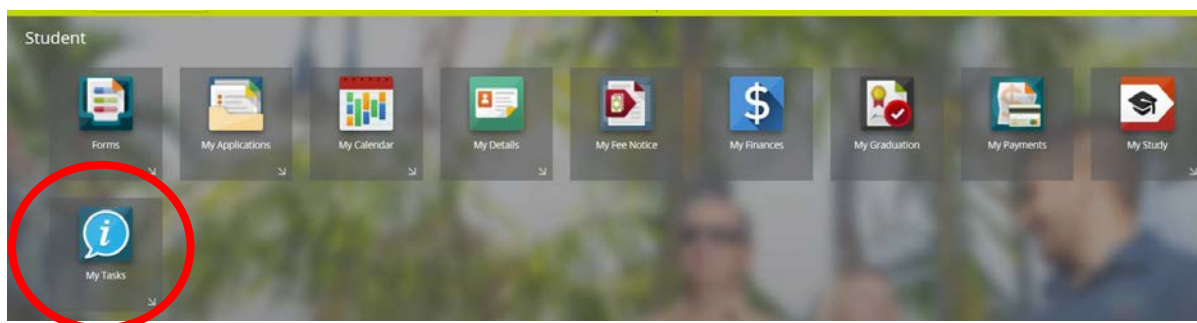


BE WHAT YOU WANT TO BE

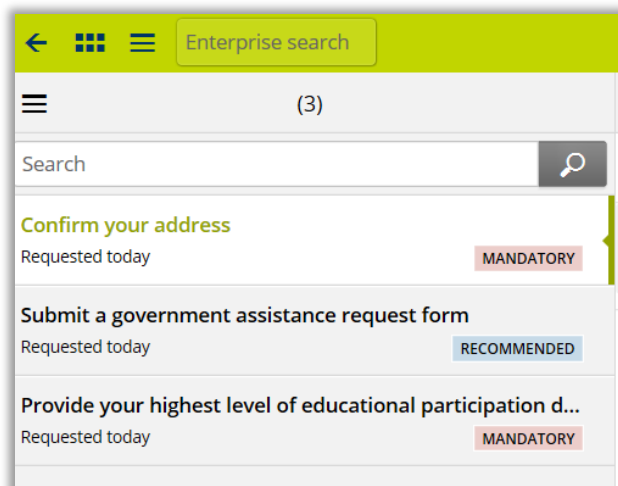
cqu.edu.au

My Tasks

To view your tasks, visit mycentre.cqu.edu.au and log in with your student number and password. Then select 'My Tasks' from the home page selection menu.



A list of your uncompleted tasks will appear on the left-hand panel, marked as either 'Mandatory', or 'Recommended'.



When you click an individual task, it opens the task and you can complete the action required. For example, submitting a Request for Commonwealth Support and HECS-HELP form. When you complete a task successfully, it is automatically removed from the side panel.

Note: We encourage you to check for any uncompleted tasks prior to the Census date each term.

My Tasks

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