Respond to an offer in MyCentre

Visit mycentre.cqu.edu.au and log in with your student number and password. Then select My Applications from the home page selection menu.

**Note:** These instructions should be followed if you submitted your application directly with CQU prior to the 4 November 2019. If you submitted your application directly with CQU after this date, follow the link to view your application in the new admissions portal at applyonline.cqu.edu.au.
The name of the course that you have been offered will appear above the status of the offer, which should state, Offer Awaiting Response.

To respond to your offer, select the blue Respond button found next to the course name and offer status.

You will be taken to another screen which indicates the course name, year, admit term, and location. Click the blue Respond button to continue.
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The next screen will display the course information, offer status, attendance mode, and financial liability information. If you wish to accept the offer, click the blue Accept button at the top of the screen.

Congratulations, you have now successfully accepted your offer. From this screen you are prompted to continue on and plan your study. Follow the Study Plan link to select specialisations, electives, and enrol into units. If you are a Commonwealth-supported student, please ensure to submit a Request for Commonwealth Support and HECS-HELP form before the Census date of your first term.

For assistance, follow our Commonwealth Assistance Form instruction sheet.

Click here to plan your study