Here you can find out how to re-enrol as a continuing Undergraduate or Postgraduate Coursework student using your enrolment appointment.

Your enrolment appointment is simply the day and time from which you can begin enrolling online. It is not an appointment for a face-to-face interview. The purpose of appointments is to minimise system overload.

Enrolment appointments are assigned to all re-enrolling Undergraduate and Postgraduate Coursework students.

1) Find your enrolment appointment

An official UNSW email will notify you of the date and time of your enrolment appointment. You will be able to view your appointment details about a week before the first appointments open. Your enrolment appointment is non-negotiable - it cannot be changed.

Enrolment appointments usually begin for:

- **Semester 1** in October
- **Semester 2** in April
- **Summer Term** enrolment does not use appointments.

To view your Enrolment Appointment:

**Step 1**: Login to myUNSW and go to the **My Student Profile** tab.

**Step 2**: Click **Enrolment Appointments** under **My Student Services**.

**Step 3**: The screen will initially default to your appointments for the current term. Use the drop-down menu to select an enrolment appointment for another term, then click ‘Go’.

Can’t see your enrolment appointment?

If your appointment has started but doesn’t display when you select **Enrolment Appointments**, **delete cookies**
from your web browser to allow myUNSW to refresh. If the appointment still doesn't display, try again in a different web browser or on a different computer. If you still need help, contact Student Central.

2) Before you enrol checklist

To ensure enrolment runs smoothly and you make the best decisions:

- Be sure to only enrol in the one program.
- Check you're enrolling after your appointment has started.
- Check you can still sign on to myUNSW.
- Check you have no blocks (e.g. unpaid fees) and if you do, clear any action items.
- Check your program's requirements.
- Choose your courses and classes.

For more information see this preparation checklist.

3) How to enrol

You must wait until after the start of your enrolment appointment to access your enrolment basket in myUNSW.

If you sign on early, your session won't automatically open at the start time and you'll need to logout and log back in after the start time. You might also need to delete cookies and temporary internet files from your web browser to allow myUNSW to refresh.

Once your enrolment appointment has started, you can enrol at any time until the enrolment deadline. You do not need to complete all steps in the one online session. You can log in to enrol as many times as you need to during the enrolment period.

To enrol go to Update Your Enrolment and follow the instructions.

If you need help enrolling or accessing myUNSW, see these Step-by-Step Guides.

4) After enrolment checklist

- See campus maps - if you need to know where your classes are.
- Ensure you pay your fees by the payment due date.
- If you need to change your enrolment, make sure you are aware of all the relevant deadlines for enrolment and the payment due and census dates.
- You can also make changes to your enrolment.

See also
**Enrolment guides**

Step-by-step guides for managing your enrolment and class timetable

**Handbook**

Guide to degree programs and courses offered at UNSW

**Timetable**

Search the UNSW timetable for your courses and classes

---

**Enrolment Appointments for Re-enrolling Students**

Document Version Date 15/02/2017
UNSW CRICOS Provider Code: 00098G
https://student.unsw.edu.au/enrol-appointment