

# Enhanced Studies Program

Online Application Guide

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# How to submit an online ESP application

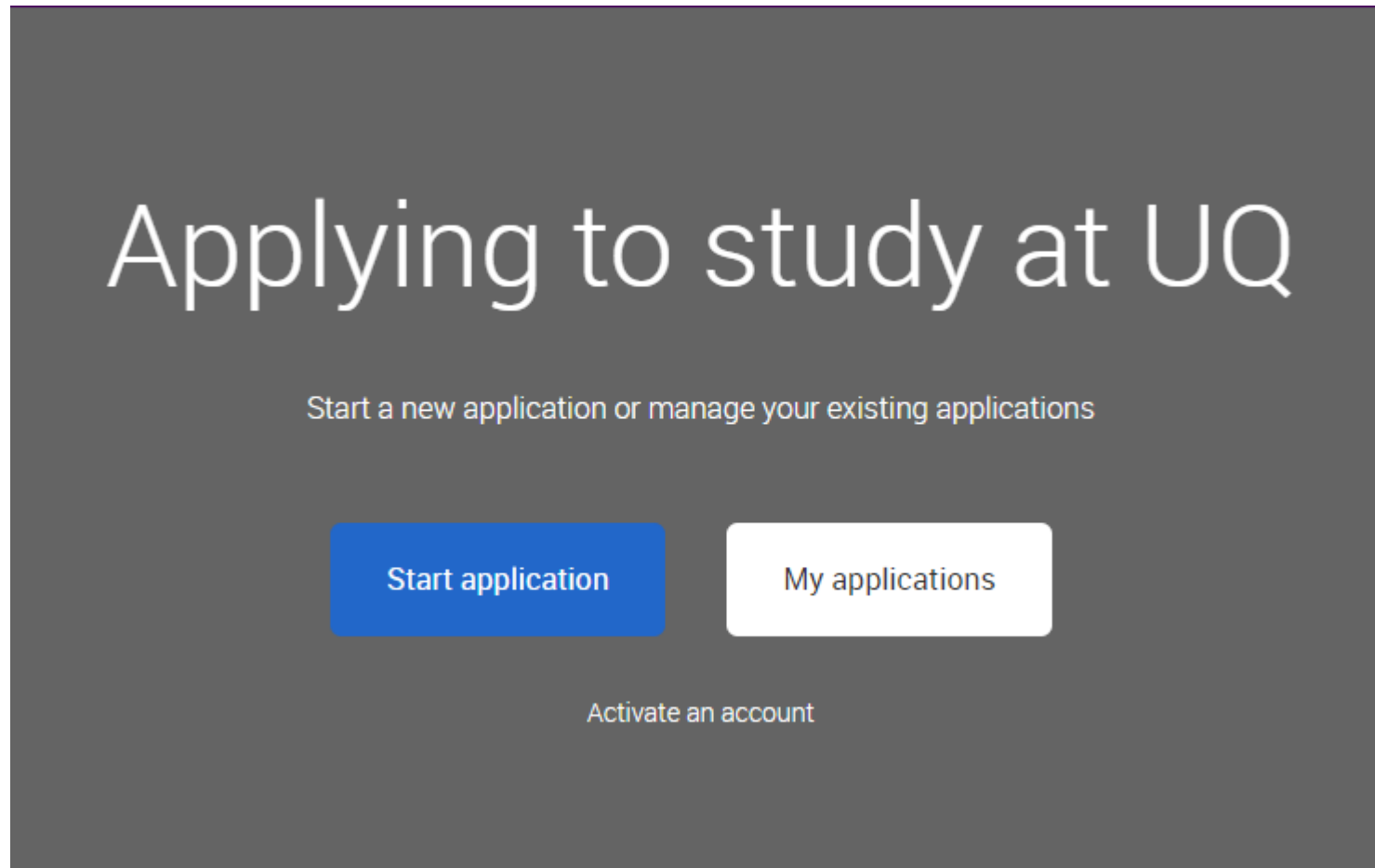
1. **CHECK** that you meet eligibility criteria – only applications that meet eligibility criteria will be progressed.
2. **READ** the ESP rules and guidelines – by submitting your application you are agreeing to abide by the rules and guidelines.
3. **CHOOSE** an ESP course offering from [esp.uq.edu.au](http://esp.uq.edu.au) – select ONE or TWO preferences for your application. Ensure you read the Electronic Course Profile (ECP) for the course before applying. Your selection cannot be changed at a later date and applications for ineligible courses will be **denied**.
4. Only apply once you have **parent/guardian** as well as **school** permission – the signed form must be submitted.
5. Follow these instructions carefully so your application is not denied.
6. For any questions, email [enhancedstudies@uq.edu.au](mailto:enhancedstudies@uq.edu.au)

# 01 Create Account

Steps for creating an  
online account

# Create an account

Head to [apply.uq.edu.au](https://apply.uq.edu.au)



# Create an account

## Sign up using an email address

## My applications

Sign in below to manage existing applications, upload documentation, accept, decline or defer an offer, pay all or part of your fees, attain Confirmation of Enrolment (COE) (for visa applicants)

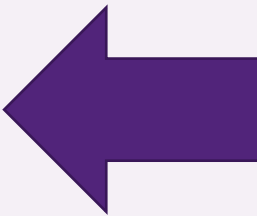
UQ staff and students should use [UQ Single Signon](#).  
If you have been sent an activation code, please visit the [activate account](#) page.

Email (required)  
Login email is required

Password (required)  
Login password is required

[Sign in](#)

[Forgotten password](#)



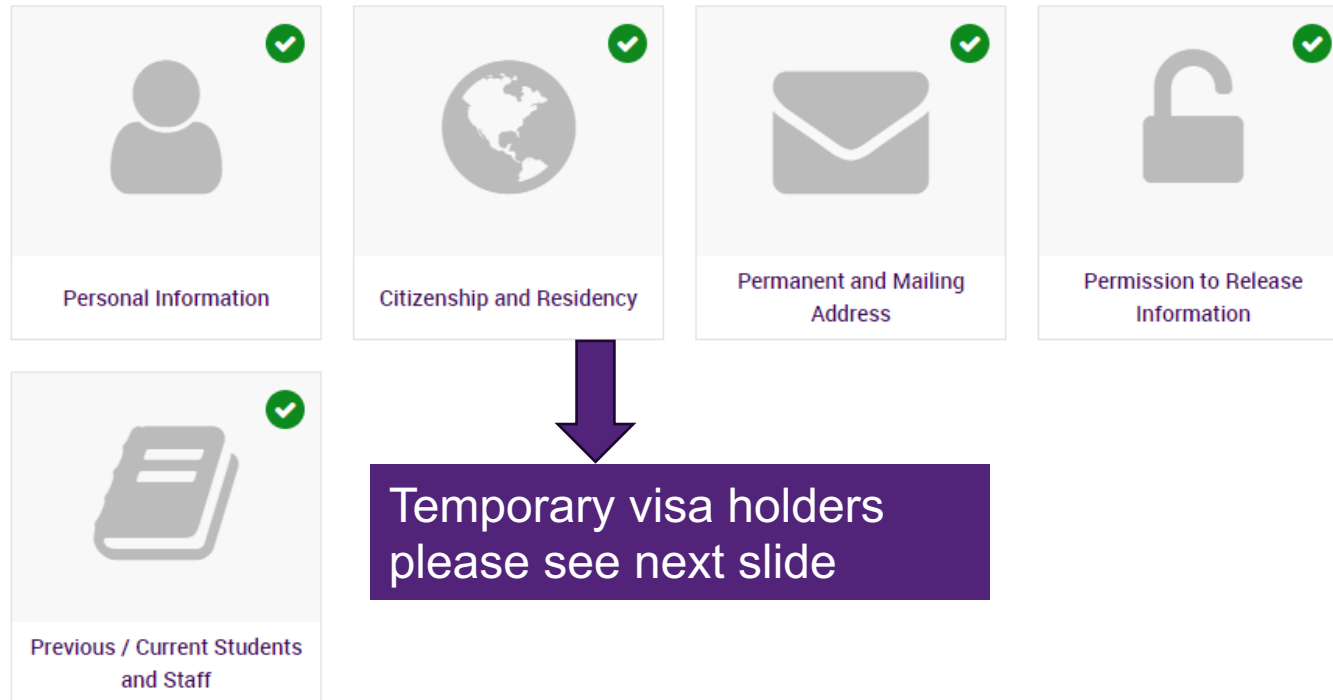
If you use your personal email (not eq email) you won't lose access to this portal later

# 02 Account Profile

Completing your personal  
account profile information

# Complete the profile information

## Profile Information



Proceed through all sections

Ensure you use your **full, legal name.**

This ensures your record is shared with QCAA correctly.



# International Students only

## Citizenship and Residency

Choose your current citizenship or residency status.

Domestic

For the purposes of admission and enrolment at UQ, **domestic** applicants are:

- Australian citizens
- Australian permanent residents (holders of all categories of permanent resident visas, including humanitarian visas)
- New Zealand citizens

International

For the purposes of admission and enrolment at UQ, **international** applicants are:

- Temporary residents (visa status) of Australia
- Permanent residents (visa status) of New Zealand
- Resident or citizen of any other country

## International

I require an Australian student visa

Choose this option if you will study at UQ on an Australian student visa.

I have an alternative Australian visa that allows me to study in Australia

Choose this option if you will study at UQ on another type of Australian temporary visa that you already hold.

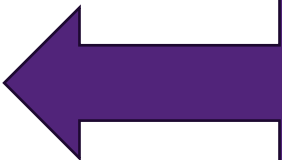
I am an international applicant wanting to study outside Australia

Choose this option if you plan to undertake your study at UQ from a country other than Australia. For more information, check [Courses and Programs](#).

# Permission to release

## Permission to Release Information

This section is compulsory for students under 18 years of age and optional for all other students. I authorise the following person(s) to access details regarding my application.

 ▼

Enter details of your  
parent/guardian  
contact here

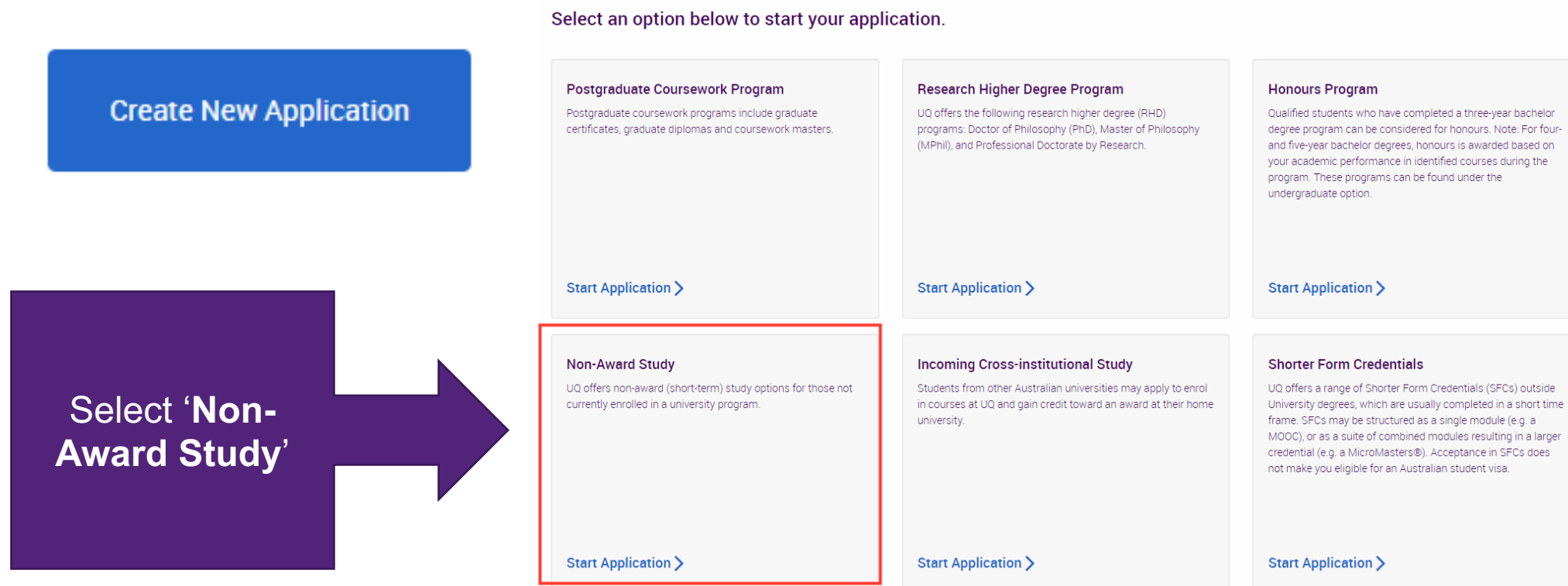
# 03 Course details

Selecting your  
preferences and providing  
required supporting  
documentation

# Starting an application

After completing your profile, click on the create new application button below it. Then select 'Non-Award study'.

Select an option below to start your application.



**Create New Application**

**Select 'Non-Award Study'**

**Postgraduate Coursework Program**  
Postgraduate coursework programs include graduate certificates, graduate diplomas and coursework masters.

[Start Application >](#)

**Research Higher Degree Program**  
UQ offers the following research higher degree (RHD) programs: Doctor of Philosophy (PhD), Master of Philosophy (MPhil), and Professional Doctorate by Research.

[Start Application >](#)

**Honours Program**  
Qualified students who have completed a three-year bachelor degree program can be considered for honours. Note: For four- and five-year bachelor degrees, honours is awarded based on your academic performance in identified courses during the program. These programs can be found under the undergraduate option.

[Start Application >](#)

**Non-Award Study**  
UQ offers non-award (short-term) study options for those not currently enrolled in a university program.

[Start Application >](#)

**Incoming Cross-institutional Study**  
Students from other Australian universities may apply to enrol in courses at UQ and gain credit toward an award at their home university.

[Start Application >](#)

**Shorter Form Credentials**  
UQ offers a range of Shorter Form Credentials (SFCs) outside University degrees, which are usually completed in a short time frame. SFCs may be structured as a single module (e.g. a MOOC), or as a suite of combined modules resulting in a larger credential (e.g. a MicroMasters®). Acceptance in SFCs does not make you eligible for an Australian student visa.

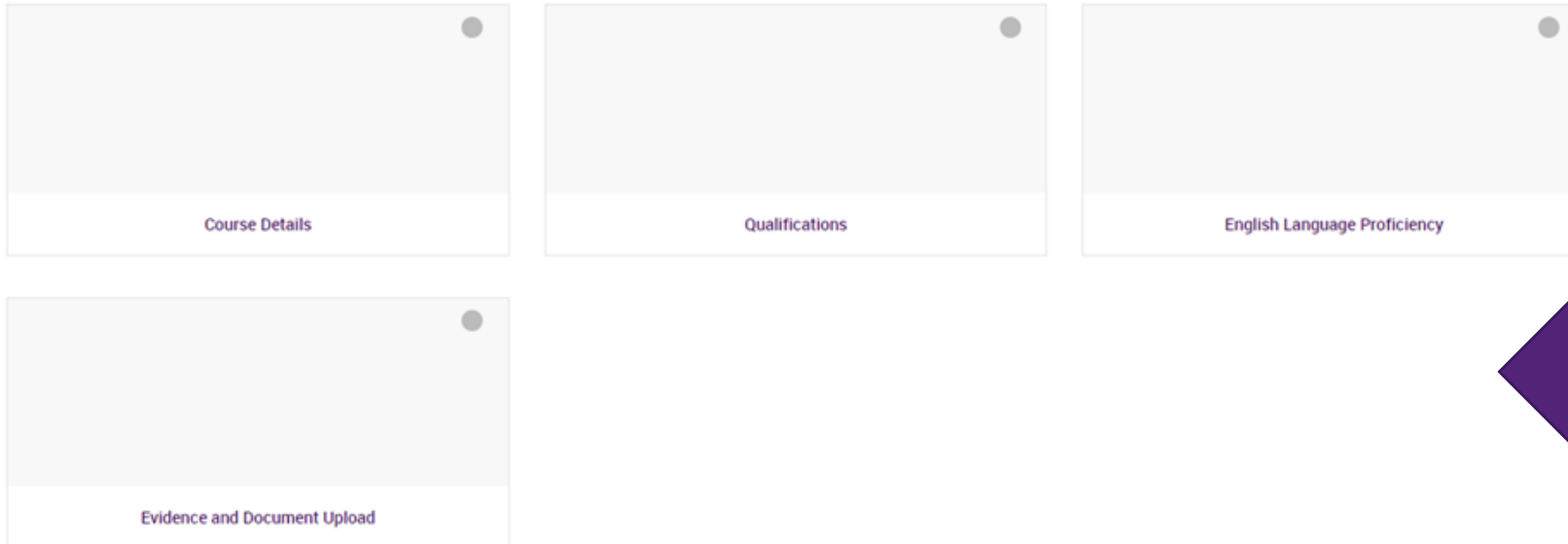
[Start Application >](#)

# Starting an application (Cont.)

Complete each section below to submit an application

Non-Award Study

Last updated: 20 Jul 2023 Created: 20 Jul 2023

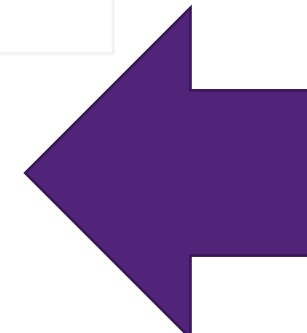


Course Details

Qualifications

English Language Proficiency

Evidence and Document Upload



Complete all 4 sections

1. Course details
2. Qualifications
3. English Language Proficiency
4. Evidence and Doc upload

Cancel application

Final Review

# Course details

Complete the course dates information as per availability on [esp.uq.edu.au](http://esp.uq.edu.au)

## Course Details

Select when you would like to commence study. (required)

e.g. ESP is only available currently in Semester 1 for Year 12 students

Length of study. (required)

Length of study:  
You must select  
1 semester

# Course details (Cont.)

Select one or two preferences of eligible ESP courses

Course 1 of 2		Remove
Code	ECON1010	
Course	Introductory Microeconomics	
Course 2 of 2		Remove
Code	MGTS1301	
Course	Introduction to Management	

Apply for eligible courses only:

While UQ's full course catalogue will be available on this portal, only applications for first two eligible courses (listed on [esp.uq.edu.au](http://esp.uq.edu.au)) will be assessed.

Course 1 = 1<sup>st</sup> preference  
Course 2 = 2<sup>nd</sup> preference

Select the course(s) you intend to study.

Type course code or name (required)

Course code or name (required)

Add this course

Enter course code for 1 or 2 preferences

# Qualifications

## Complete details about your schooling

Add the details of all qualifications, whether complete or incomplete.

### Qualification 1

This is my most recent institution.

Name of qualification (required)

Country of institution (required)

Name of institution (required)

Select your institution from the list, or type your own.

I have completed this qualification.

Start date (required)

Completion date (or expected) (required)

E.g.

Name of qualification: QCE or IB

Name of institution: Your school



# English Language Proficiency

Complete each section below first before selecting the course

## English Language Proficiency

How do you intend to demonstrate that you meet the University's [English Language Proficiency requirements](#)?

Select all options that apply to you. At least one option from this section must be selected.

- I am from an English speaking background.
- I have achieved (or will achieve) a passing grade in Queensland Senior English, or an Australian or overseas equivalent.  
Overseas equivalent course must be completed within the 5 years immediately prior to commencement at UQ. Details on accepted equivalent qualifications can be found [here](#). Evidence is required via an official academic document.
- I have taken an English language proficiency test.  
Test must have been taken within the 2 years immediately prior to commencement at UQ.
- I have registered, or intend to register, to take an English language proficiency test.
- I have completed a Bridging English Course at ICTE or UQ College.  
Evidence is required via a certificate of achievement.
- I have successfully completed a recognised bachelor or master degree program, or have completed at least 2 years of full time equivalent post-secondary study (at diploma level or higher), from an accredited university or institution where English was the language of instruction and assessment in the program undertaken.  
The final year of study to be undertaken within the 5 years immediately prior to commencement at UQ. Assessed on a case by case basis. Evidence is required via an official academic document.
- I have completed senior secondary schooling from a designated country\* where the medium of instruction is English.  
\*Examples of designated countries: Australia, Canada, New Zealand, Singapore, South Africa, Republic of Ireland, United Kingdom, United States. More designated countries are listed [here](#)
- I have worked in a primarily English-speaking professional environment for a period of 3 years or more immediately prior to commencement at UQ.  
Assessed on a case by case basis. Evidence is required via letters of employment stating the dates of employment and the position held, and that the work was undertaken in a primarily English-speaking environment.

If you are undertaking Qld Senior English, please select that option.

# Evidence and Document upload

Provide your 1) most recent report card and 2) signed permission form

## Evidence and Document Upload

- You may provide scanned copies of your original documents.
- You must retain your original supporting documents for the duration of your studies at UQ.
- You may be requested, at any time throughout your studies, to provide original documentation for verification. Failure to provide the original documents for verification when requested may result in withdrawal of the offer of a place, cancellation of enrolment and, where relevant, rescinding of any awards conferred if the qualifications used as the basis for admission are unable to be verified.

The following documentation is required to support your application.

- 📄 Evidence of passing grade in Queensland Senior English or equivalent
- 📄 Academic transcript including grading scale

### Selected Documentation

0.0MB of 25.0MB MAX

#### Select a document to upload

Please clearly name your document files (e.g. Bachelor of Science transcript) and select an evidence type from the dropdown fields.

Choose file

📄 2023-ESP-Permission-Declaration-Form.pdf 170.4kB Cancel

Name of evidence type (required)

Other Supporting Document/s

Brief description (100 characters maximum)

Permission form

📄 Upload File

Please upload your school report card and permission form in this section.

Evidence type: Select 'Other supporting documents'

Your request must be approved by your parent/guardian and school in order to be processed.

## Enhanced Studies Team

Domestic Admissions

[enhancedstudies@uq.edu.au](mailto:enhancedstudies@uq.edu.au)

+61 7 3365 2222



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