What’s Different? – My Enrolment

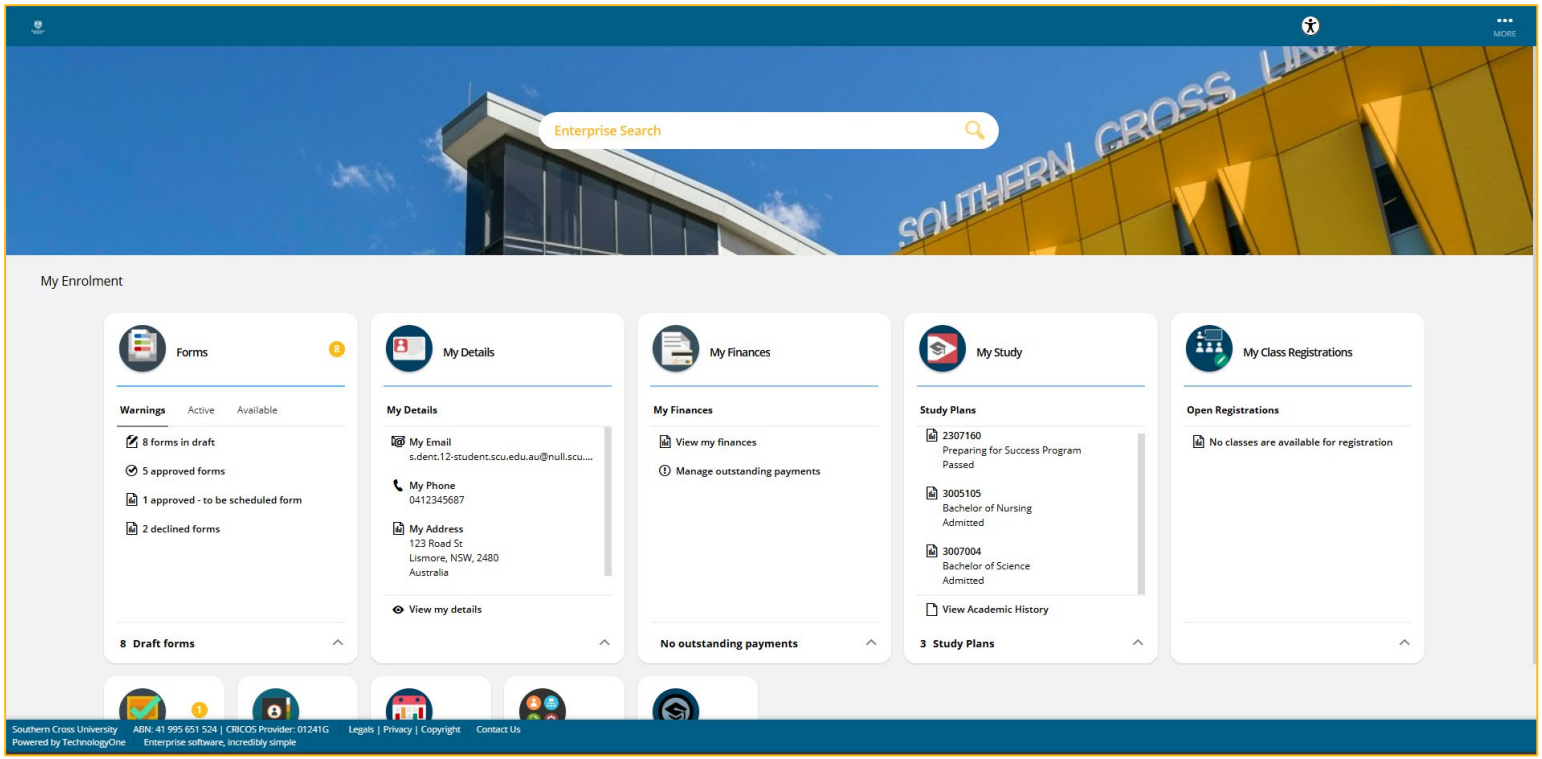
As part of Southern Cross University’s commitment to improving your student experience, we've upgraded the **My Enrolment** system to make it simpler, smarter, and easier to use.

This new version includes updated features, a more modern layout, and improved navigation, helping you take control of your study planning, class registration, and more.

We know that change can take some getting used to. That’s why we’ve created this **What's Different** guide. It’s designed to help you quickly understand what’s new, what’s changed, and where to find the tools you’re used to.

Whether you're enrolling in units, checking your timetable, or updating your details, this guide will make the transition easier and help you feel confident using the new system.

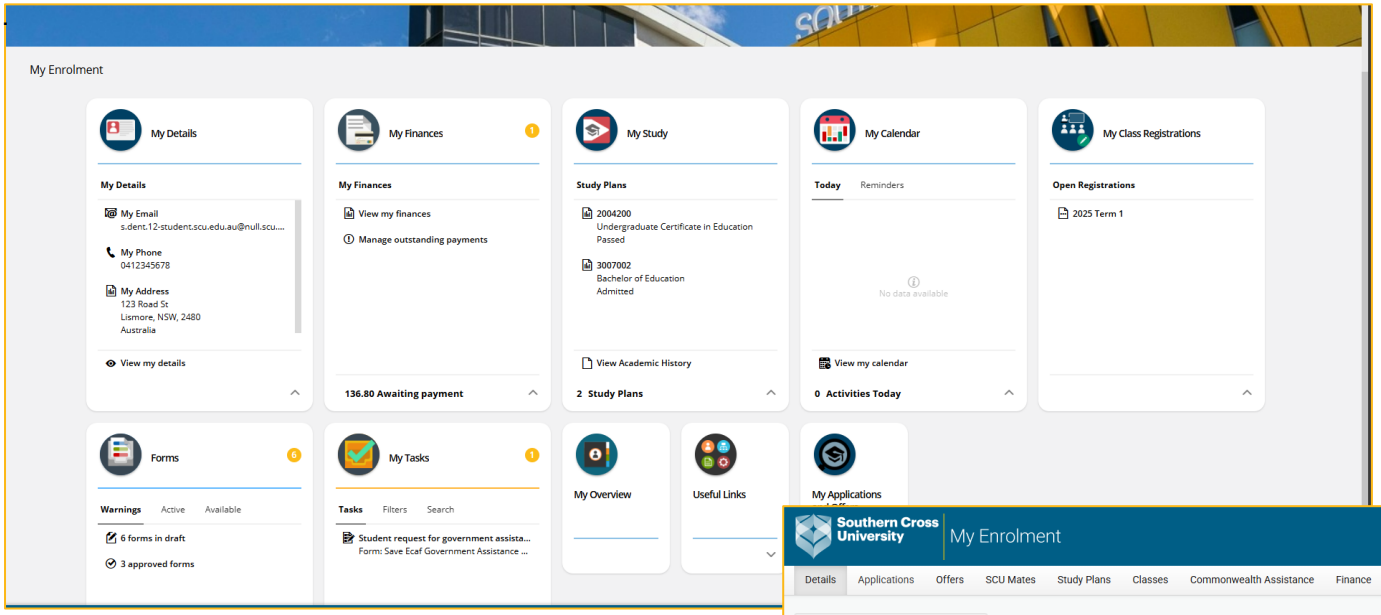
Let’s take a look at what’s changed!

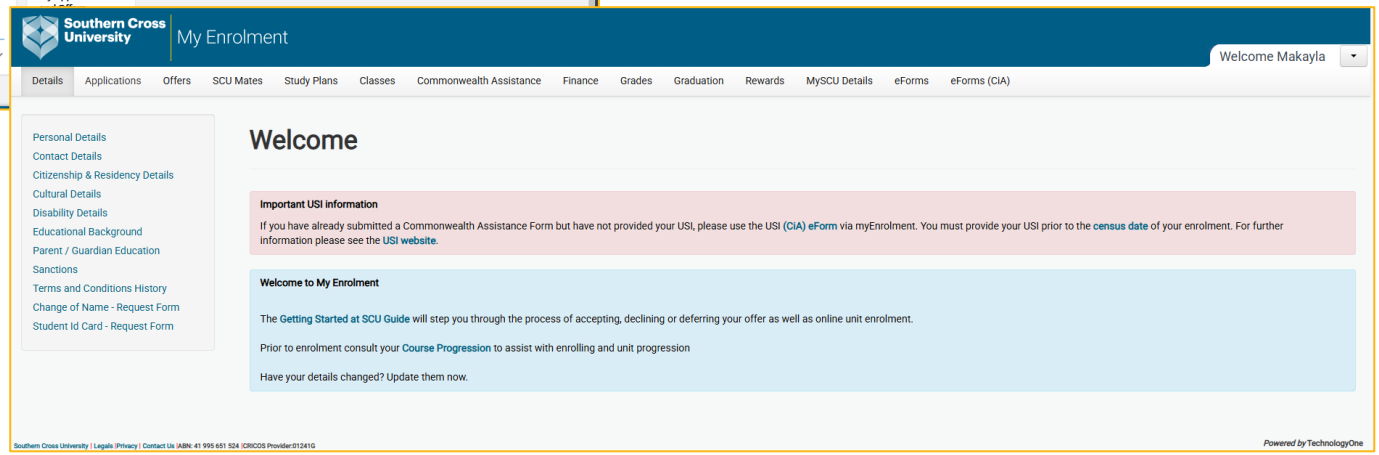


Layout

The new My Enrolment layout has been completely redesigned to give you quicker, easier access to everything you need.

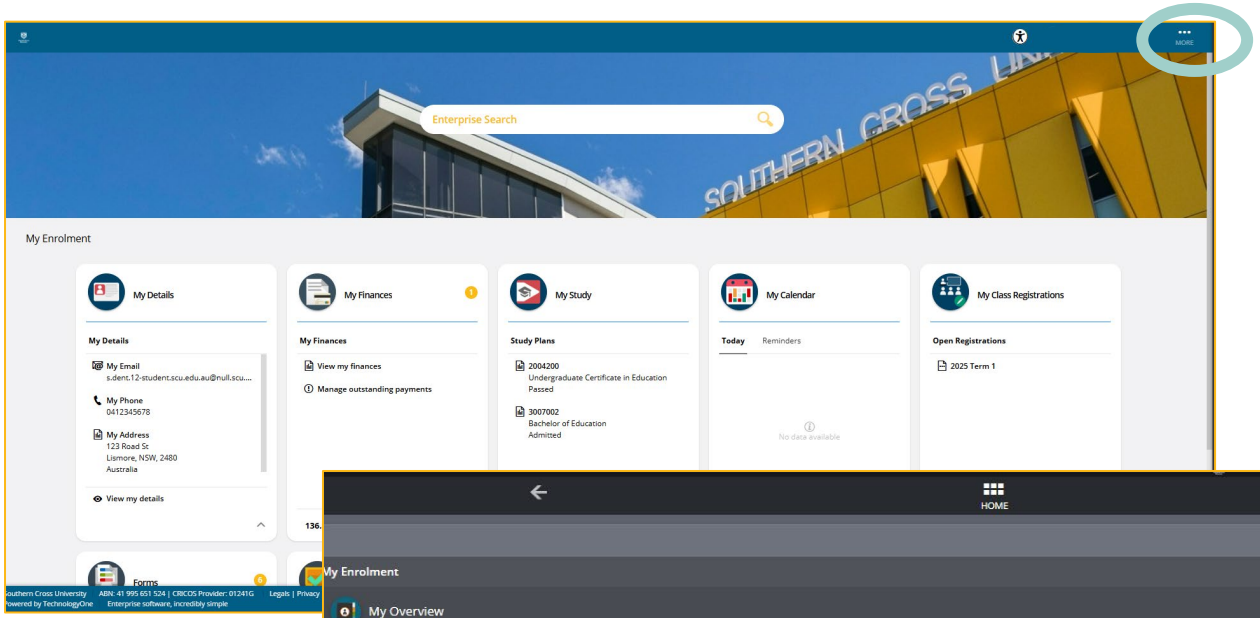
Instead of the old, tabbed layout that opened with a welcome page, the new system features a **tile-based homepage**. Each tile represents a key area of your student administration — making it faster to navigate and simpler to find what you're looking for.

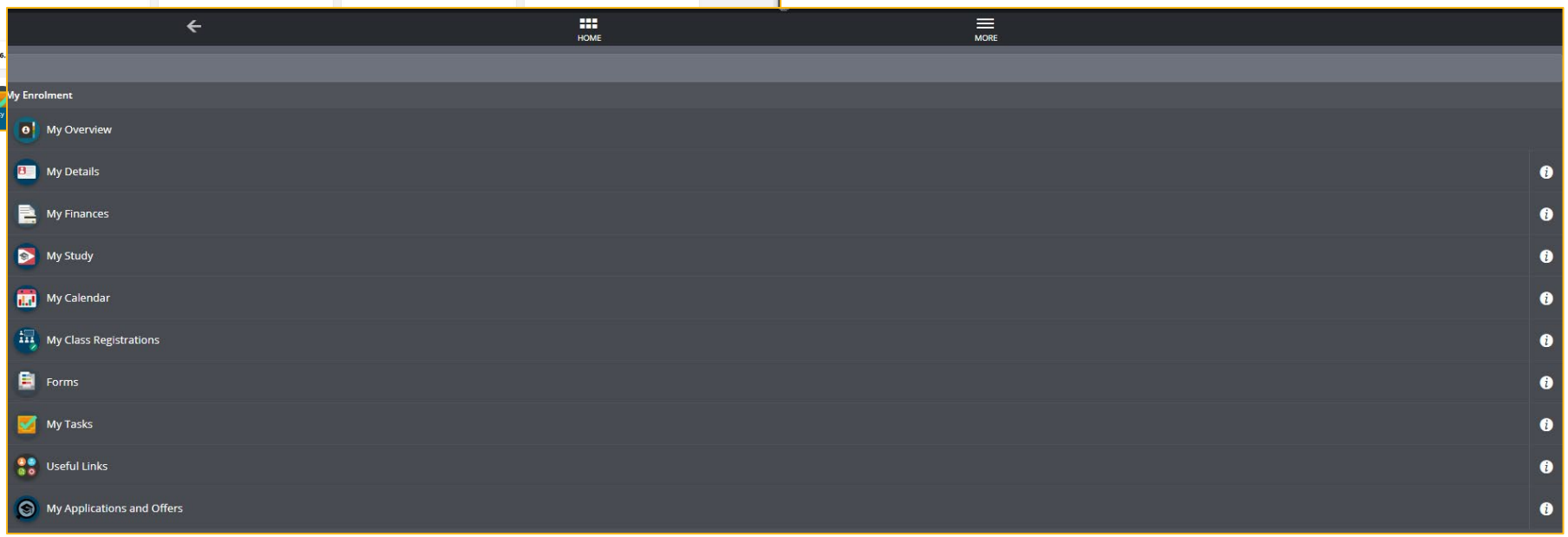




Accessibility Mode

There is now an Accessibility Mode. This can be activated via the **MORE** button, located on the top and hand side of the homepage





1. Click **MORE**
2. Click **Settings**
3. Change to accessibility mode

To revert back to standard mode:

1. Click **More**
2. Click **Settings**
3. Click **Change to standard mode**

Student Administration Services

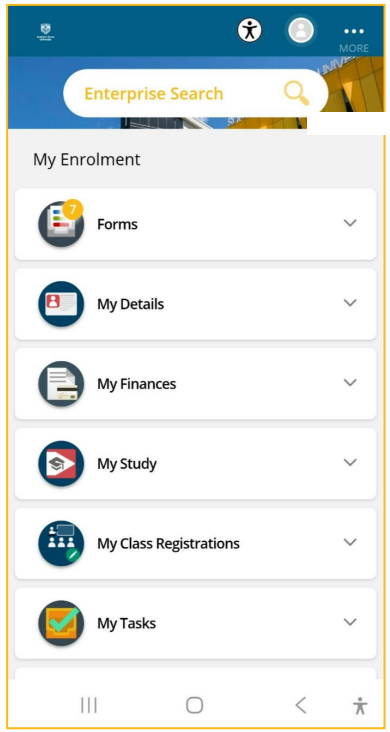
Mobile Compatible. Study on the Go!

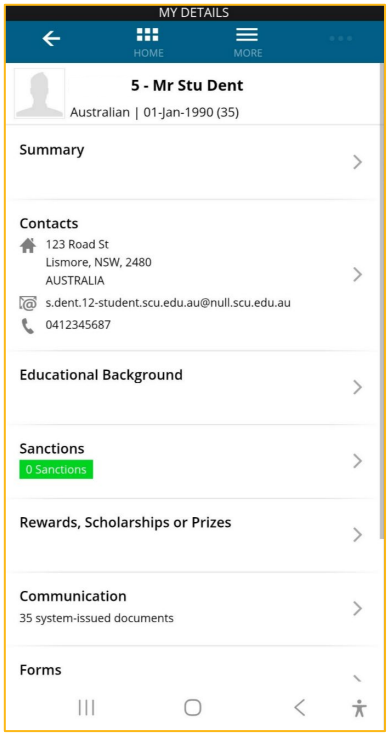
The new **My Enrolment** system is fully mobile responsive, meaning you can now access all features directly from your smartphone or tablet.

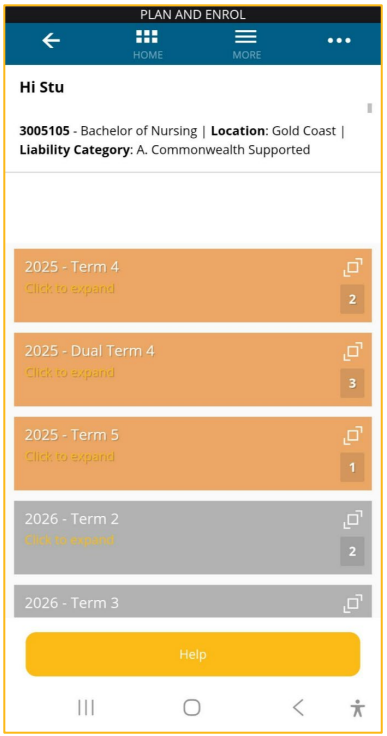
You can:

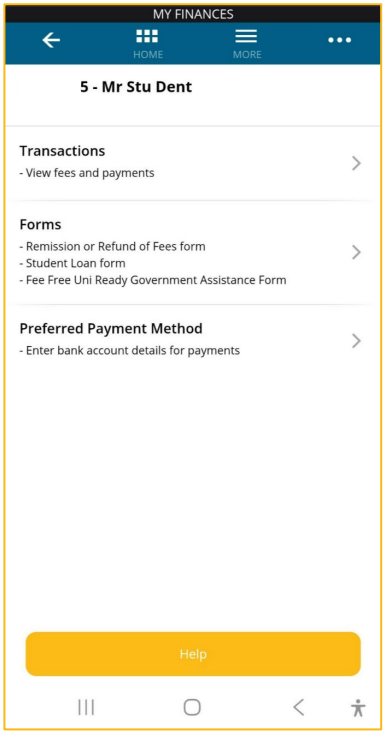
- **View your course and unit details**
- **Plan and enrol in units**
- **Check your class registration and timetable**
- **Access forms, messages, and notifications**
- **Complete tasks and track your enrolment progress.**

Everything is designed to work seamlessly on your mobile device, giving you flexibility and control wherever you are, whenever you need it. All you need is an internet connection and your SCU Single Sign On (SSO) login!









Student Administration Services

My Overview

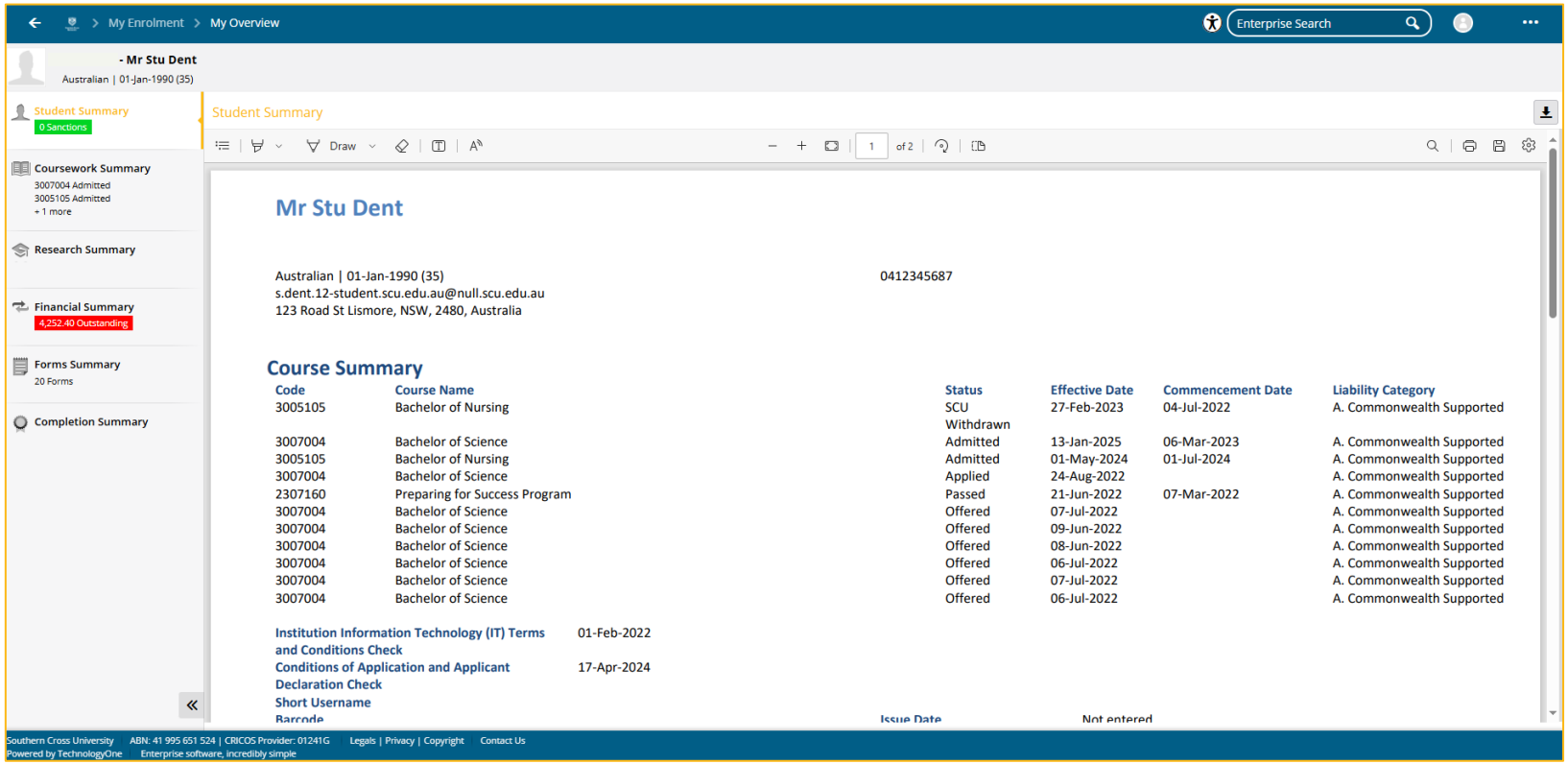
Want a clear, simple view of your entire student journey? The **My Overview** tile gives you just that all in one easy-to-navigate space.

From your personal details and course information, to fees, financial summaries, forms, and even your course completion progress, it's all here at your fingertips.

Whether you're checking your enrolment status, tracking your progress, or staying on top of your fees, **My Overview** helps you stay informed and in control every step of the way.

One Tile to Rule Your Uni World

Stay informed.
Stay organised.
Stay in control.



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Student Administration Services

A clearer view of your study progress

The new **Manage My Course** section makes it easier than ever to track your study progress with simple, colour-coded icons.

This simple visual guide means less searching, less guesswork, and more confidence in managing your course.

QUICK GUIDE – UNIT STATUS ICONS

- Choose your elective/option before enrolling
- Unit planned but not yet enrolled
- Currently enrolled (shows year & term)
- Unit complete (passed, credited, or exempt)

EASILY SCHEDULE YOUR UNITS

With Plan and Enrol, you can move unscheduled units into the correct study period with just a few clicks.

Whether you're planning the full year or just making quick changes, the new system gives you more control over your course schedule.

Scheduling Units

The new **Plan and Enrol** system makes scheduling your units simpler and more flexible than ever. With just a few clicks, you can move unscheduled units into the correct study period, following your course progression or personalised study plan.

Whether you're setting up your full year in advance or making last-minute changes, the new system gives you full control over your study schedule in a clear, user-friendly way.

Student Administration Services

My Finances

Stay on top of your finances. From fees to payments, it's all at your fingertips

The **My Finances** tile puts all your important financial information in one easy place, so you can stay in control and avoid surprises. Instantly see what you owe, check when payments are due, track your past payments, and know which fees are covered by your HELP loan.

With built-in search, filters, and direct links to payment options and forms, you can:

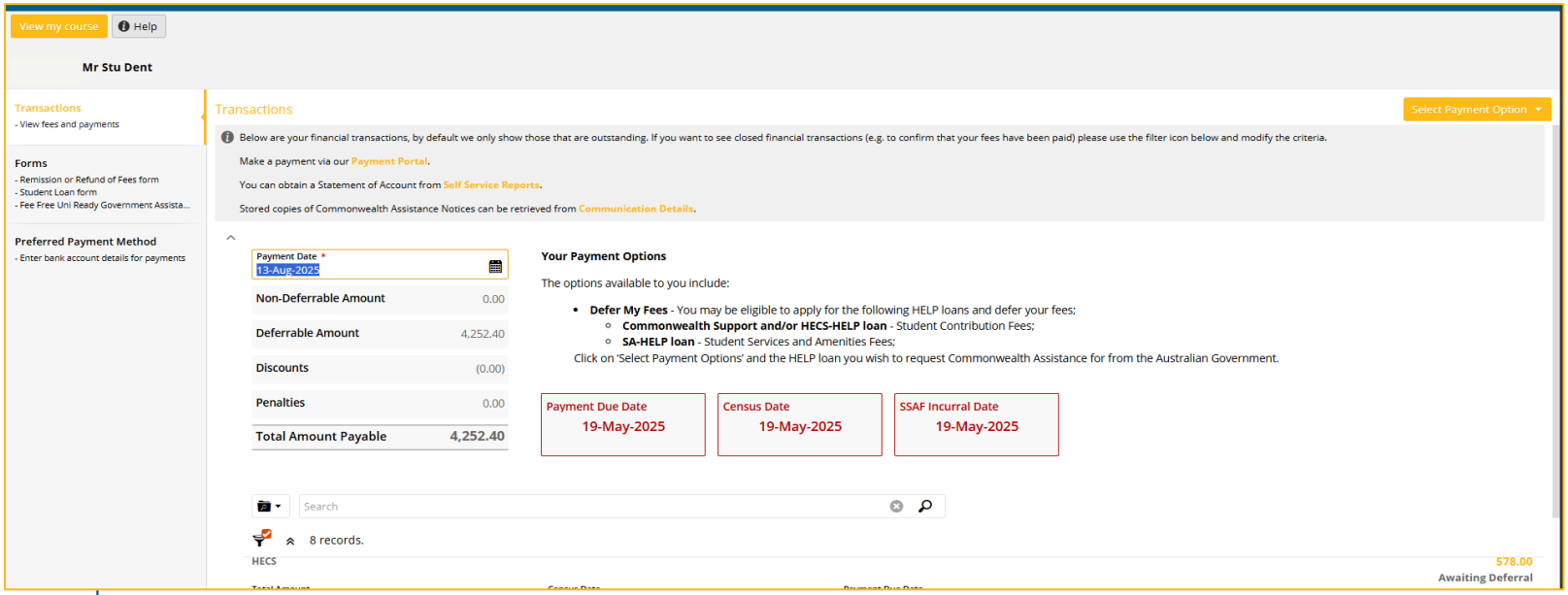
- View all current and future fees at a glance
- Check payment status and due dates instantly
- Download and submit key fee-related forms online
- Track your entire payment history
- See which units each fee relates to
- Confirm deferral eligibility for government assistance.

MY FINANCES TILE

The My Finances tile in the Southern Cross University Student Portal provides access to key financial information.

- Fees requiring upfront payment
- Records of payments you've previously made
- Details of fees covered by an approved HELP loan
- Relevant fee-related forms and documents

This section is designed to help you manage your financial obligations and stay informed about your student account.



Student Administration Services

Plan Your Timetable – Plan it. Swap it. Own it.

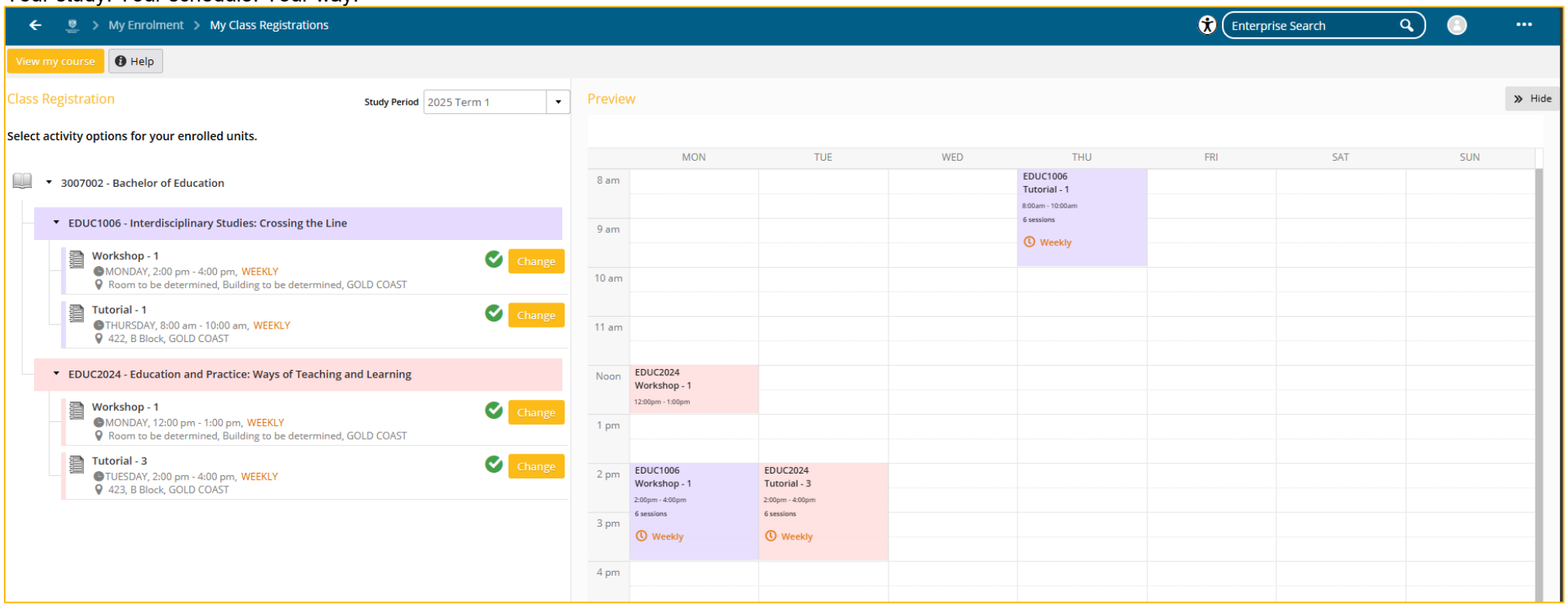
Plan Your Timetable
Take control of your study schedule with the **My Class Registration** tile.
Your study. Your schedule. Your way

With the **My Class Registration** tile, you're in control of your study schedule. Quickly choose and manage class times for your tutorials, workshops, and labs all in one place to create a timetable that fits your lifestyle.

The system makes it simple to:

- Pick your study term and register for classes in just a few clicks.
- Easily swap or deregister from classes when plans change.
- Instantly view your updated timetable in the **My Calendar** tile, automatically adjusted to your location.

Your study. Your schedule. Your way.



Your My Enrolment Map

We know things look a little different in the new My Enrolment Portal, so here's a handy map showing where to find the features and information you used in the old system.

Old My Enrolment System	New My Enrolment System
Contact Details	My Details Tile → Contacts
Citizenship & Residency Details	My Details Tile → Summary
Cultural Details	My Details Tile → Summary
Disability Details	My Details Tile → Summary
Parent / Guardian Education	My Details Tile → Educational Background
Sanctions	My Details Tile → Sanctions
Terms & Conditions History	My Overview Tile → Student Summary
Change of Name eForm	My Details Tile → Forms OR Forms tile
Request for Photo ID Card	My Details Tile → Forms OR Forms tile
Study Plans	My Study Tile → Academic History
Current Enrolment	My Study Tile → Manage My Course
Swap Units	My Study Tile → Plan and Enrol
Unit Withdrawal	My Study Tile → Manage My Course → Withdraw from Unit
Course Withdrawal	Forms Tile → Course Withdrawal Form
Leave of Absence	Forms Tile → Leave of Absence Form
Change of Major/Minor	Forms Tile → Change of Major / Specialisation Form
Course Guide	My Study Tile → Plan and Enrol → Student Handbook Link OR Useful Links → Course Guide
Classes	My Class Registration Tile
Commonwealth Assistance	My Finance Tile → Select Payment Option (yellow button) OR Forms Tile → Relevant form
Financial Transactions	My Finance Tile → Transactions
Payment Advice	Finance Tile → Transactions → Filter: Closed
Commonwealth Assistance Notice	My Details Tile → Communication → Commonwealth Assistance Notice Report
Make a Payment	My Finance → Transactions → Yellow 'Payment Portal' button

CRICOS Provider 01241G, TEQSA Provider Code: PRV12043 Australian University

Student Administration Services

Grades	My Overview → Coursework Summary OR My Study → Manage My Course → Self Service Reports → Academic Transcript (Unofficial)
Graduation Details	My Study → Graduation (will be available when eligible for Graduation)
eForms	Forms → Select the relevant form
MySCU Details	My Overview → Student Summary
Scholarship Offers	My Applications and Offers → Scholarship Offers