

Overview

As a student, I want to view my program requirements, review my current enrolments, and enrol in course.

Before you begin

- Login to **myRMIT** using your student ID number.
- Complete the **Pre-enrolments Checklist** in the **Tasks** tile. You may not be able to enroll in a course otherwise.
- All enrolments, cancellations or changes to your enrolment will need to be completed by **8/9pm (Vietnam time)** on the designated deadline dates. For more details, visit [<Important dates and academic calendar - RMIT University>](#)

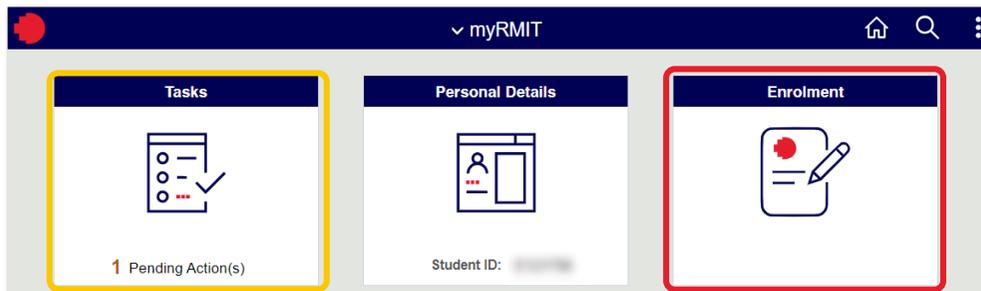
The **Enrolment** tile in myRMIT contains the following pages which you can navigate from the left side navigation menu:

- **Enrol in my Program**
- **Plan my Program**
- **Drop Courses**
- **Enrolment History**
- **Update your Majors or Minors**

Navigation

myRMIT Home Page > Enrolment tile

From the **Home Page**, click **Enrolment** tile to view your program requirements and to enrol. The **Enrol in my Program** page displays as default.

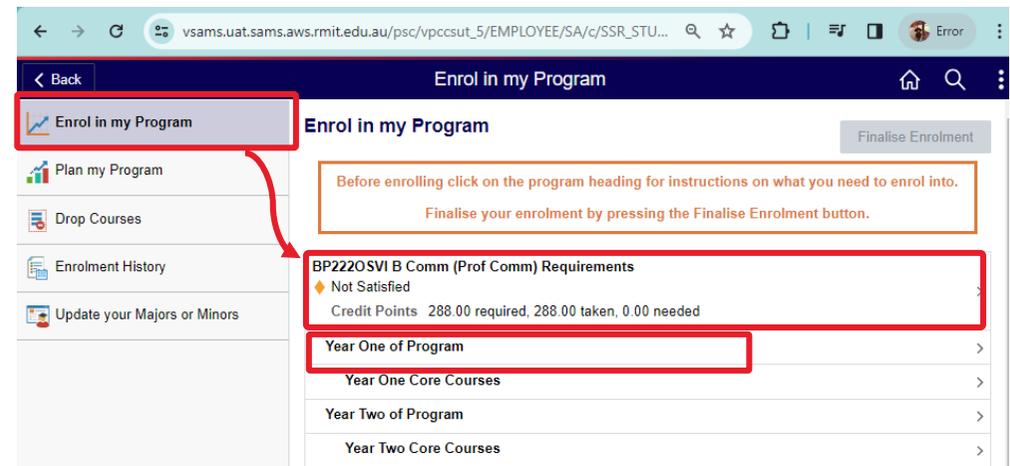


You must complete the Pre-Enrolment Checklist from the **Tasks** tile. Note that in the sample screenshot above, there is *1 Pending Action* indication displays on the **Tasks** tile as reminder. If this checklist not completed, you would get a notification with a link to direct you to the Pre-Enrolment Checklist when you access the **Enrolment** tile.

Enrol in my Program

The **Enrol in my Program** page provides the full program structure for you to review the program requirements and enrolment options for each academic year/term.

From the **Program Heading** section at the top, you can view the summary of your program requirement, including credit points required, credit points taken & the remaining credit points needed to complete your program.



To return to an original page, click on the side navigation on the left. Do not use the back button in your web browser.

To access more course information, click on **Year One Core Courses** as an example. Then, click on the course hyperlink to open the program guide website for additional information.

BP327VRI B Fashion (Enterprise) Requirements
 ♦ Not Satisfied
 Credit Points 288.00 required, 144.00 taken, 144.00 needed

- Year One of Program
- Year One Core Courses**
- Year One Options Course

Courses

The following courses may be used to satisfy this requirement:

Course	Description	Credit Points
BUSM4790	Intro Fashion Enterprise	12.00
MKTG1451	Fashion Consumer Insights	12.00

In this example, a student enrolls into courses in **Year Two Core Courses** by following the below steps:

Step 1. Click **Year Two Core Courses** heading from the **Enrol to my Program** page.

BP327VRI B Fashion (Enterprise) Requirements
 ♦ Not Satisfied
 Credit Points 288.00 required, 144.00 taken, 144.00 needed

- Year One of Program
- Year One Core Courses
- Year One Options Course
- Year Two of Program
- Year Two Core Courses**

Step 2. Click the drop-down icon to choose semester. You can choose multiple courses for the relevant semester that suit your schedule.

Step 3. Click the magnify glass icon to look for delivery options e.g., Face-to-Face, Online, Workplace (Internship). Repeat steps 2 & 3 for all course in the list

Year Two Core Courses

4 **Add Courses**

Complete the following Three (3) Core Courses:

Credit Points 36.00 required, 12.00 taken, 24.00 needed

Courses

The following courses may be used to satisfy this requirement:

3 rows

Course	Description	Credit Points	Enrolment Semester	Delivery	Status
BUSM4792	Global Fashion Sourcing	12.00	Vietnam Semester 3 2023		Enrolled
GRAP2800	Fashion Range Development	12.00			
MANU2494	Digital Applications 2	12.00			

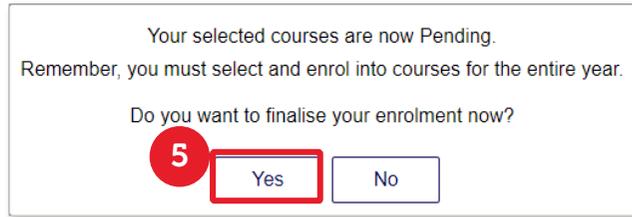
Vietnam Semester 1 2024

Step 4. Click **Add Courses** to proceed. Remember to enrol for all courses in year 2.

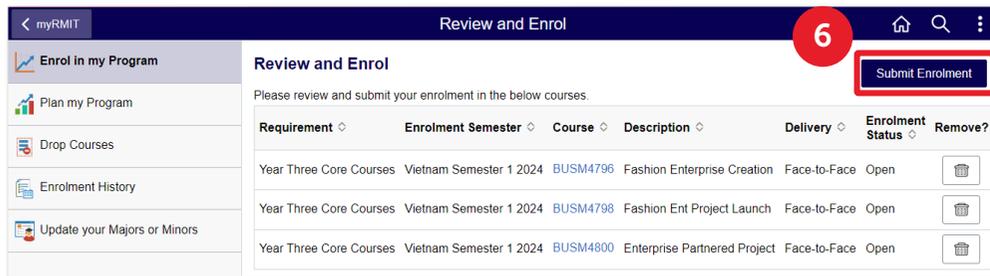
Specific information about class timetable or lecturers will be available for you to choose via myTimetable tile.

Step 5. Click **Yes** to add the selected courses to the pending list.

Currently, you have not enrolled yet. Navigate to other courses in the year headings to choose additional courses for your entire year.



Step 6. The **Review and Enrol** page provides a summary of all courses that you have added. If needed, make adjustments to the list before submitting your enrolment. Click **Submit Enrolment** to proceed.



Step 7. Select **Yes** confirm your submission.

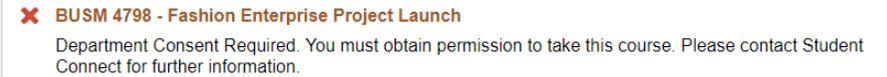


Step 8. Review the Enrolment Confirmation page.

Check for the **Green tick** icon next to each course to confirm your enrolment. If there is a **Red cross** icon next to the course, follow the instructions to complete your enrolment.

Enrolment Confirmation

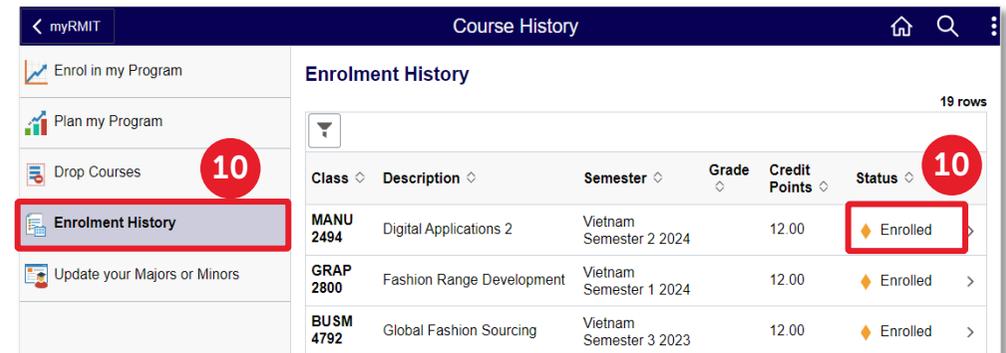
[Return to Review and Enrol page](#)



[Return to Review and Enrol page](#)

Step 9. Repeat the above steps (1-8) to complete your enrolment for the entire program.

Step 10. Click **Enrolment History** page from the side navigation to confirm the courses have been added in the Enrolment History with **Enrolled** status. Otherwise, you have not been enrolled successfully into those courses.



Important note: At this step, ensure that you have completed your enrolment for the entire year.

Step 11. If the courses are NOT enrolled as shown in **Enrolment History**, return to the **Enrol in my Program** page, revise and repeat from the above steps to ensure each course is successfully enrolled.

Step 12. Click **Finalise Enrolment** button (from the top right corner of the page) to complete the enrolment.

