

BEFORE ENROLMENT

PLEASE TICK	ACTIVITY	WHERE TO GO FOR SUPPORT
<input type="checkbox"/>	<p>Before you enrol at CIT</p> <ul style="list-style-type: none"> ▶ Unique Student Identifier (USI): All CIT Students will need a USI prior to enrolling at CIT. ▶ Email: All CIT Students need an active personal email account prior to enrolling at CIT. 	<ul style="list-style-type: none"> ▶ Visit our CIT website for more information on USI ▶ Learn how to make an email address

AFTER ENROLMENT – BEFORE SECOND WEEK OF COURSE

PLEASE TICK	ACTIVITY	WHERE TO GO FOR SUPPORT
<input type="checkbox"/>	<p>Fees and financial support for study</p> <p>Before you can get your CITcard, access your grades, or graduate from any CIT course, your fees must be paid in full.</p> <ul style="list-style-type: none"> ▶ Concessions – you may be eligible for a concession. ▶ Trade Support Loans - for eligible apprentices to support your everyday costs while you undertake your apprenticeship. (www.australianapprenticeships.gov.au/trade-support-loans) ▶ Fee Assistance and other scholarship options. 	<ul style="list-style-type: none"> ▶ Visit CIT website at cit.edu.au/fees ▶ Search the FAQs in CITAskUs ▶ Email infoline@cit.edu.au ▶ Speak with our CIT Student Services staff or CITSA staff at any location.
<input type="checkbox"/>	<p>VET FEE-HELP/VET Student Loans</p> <p>VET FEE-HELP is only available for students who have previously used VET FEE-HELP and have formally 'opted in' to continue to use VET FEE-HELP for 2017. New students in 2017, can apply for a VET Student Loan.</p> <ul style="list-style-type: none"> ▶ VET Student Loans replace the current VET FEE-HELP scheme, to give eligible students access to quality higher level VET qualifications, particularly those students who could not otherwise afford to pay upfront. ▶ There are specific criteria students must meet to be eligible for a loan through VET Student Loans. 	<p>Find out all you need to know:</p> <ul style="list-style-type: none"> ▶ Existing VET FEE-HELP students ▶ VET Student Loans information ▶ You can also speak with our CIT Student Services staff or CITSA staff at any location.
<input type="checkbox"/>	<p>Get your CIT Card</p> <ul style="list-style-type: none"> ▶ After you have paid your fees you can apply for your CITCard. 	<p>Apply for your CITCard online or visit a CIT Student Services at any CIT location.</p>
<input type="checkbox"/>	<p>Getting Connected</p> <ul style="list-style-type: none"> ▶ Learn how to do the basics with a computer. ▶ Use your own device (mobile, laptop, tablet, etc) to access CIT WiFi, CIT eLearn and CIT Self Service, or find out where to access computers at CIT. 	<p>Visit a CIT Library or use our CIT WiFi Instructions</p>
<input type="checkbox"/>	<p>CIT Self-service</p> <ul style="list-style-type: none"> ▶ Check online that your personal and enrolment details are correct. ▶ Learn how to access your results and update your personal details [½ hour]. 	<p>Log in to CIT Self-Service or ask for assistance at a CIT Library</p>
<input type="checkbox"/>	<p>E-Learn Introduction</p> <ul style="list-style-type: none"> ▶ Learn how to use it. ▶ Find out where to get support (CIT Library or CIT eLearn Support). 	<p>CIT Library</p>
<input type="checkbox"/>	<p>Skills Recognition</p> <ul style="list-style-type: none"> ▶ Get credit for your previous study, work or life experience. 	<ul style="list-style-type: none"> ▶ Visit CIT website at cit.edu.au/study/applying_and_enrolling/status ▶ Email infoline@cit.edu.au or visit CIT Student Services

AFTER ENROLMENT – BEFORE SECOND WEEK OF COURSE (continued)

PLEASE TICK	ACTIVITY	WHERE TO GO FOR SUPPORT
<input type="checkbox"/>	<p>Foundation Skills Check</p> <ul style="list-style-type: none"> ▶ Will you need additional support to successfully complete? Try the free online Study Readiness quiz. 	<ul style="list-style-type: none"> ▶ Contact Access Education by phone on (02) 6207 4872 or email study@cit.edu.au ▶ Services at CIT Woden by appointment.
<input type="checkbox"/>	<p>Load your CITcard for CIT MyPrints printing/copying</p> <ul style="list-style-type: none"> ▶ Access your CIT MyPrints account ▶ Load credit on to your CITcard ▶ Learn how to use print, copy and scan functions on library and computer lab printing devices 	<p>CIT Library</p>
<input type="checkbox"/>	<p>Assistance with assignments</p> <ul style="list-style-type: none"> ▶ All CIT students can access Study Support at CIT, to help with the skills needed to complete their courses. Study Support sessions with a teacher are free and available at CIT Bruce, CIT Fyshwick, CIT Reid and CIT Tuggeranong. No appointment is needed – just visit the session and CIT location that suits you - view the timetable here ▶ Free after-hours help available online with YourTutor (via eLearn). Get help with essays, referencing, research, mathematics, accounting, statistics and more. YourTutor live help is available Sunday to Friday, 3pm to midnight - or you can submit written work anytime and get feedback on it within 24 hours ▶ Drop in to a CIT library and chat to our friendly staff 	<ul style="list-style-type: none"> ▶ Face-to-face Study Support sessions at four CIT locations (free service) ▶ Online study help via YourTutor – access through your eLearn ▶ CIT Library
<input type="checkbox"/>	<p>CIT Student Association (CITSA)</p> <ul style="list-style-type: none"> ▶ Fees advice/concessions/Centrelink information and entitlements ▶ Assistance with student policies and/or issues ▶ Job seeking/interview/CV building skills ▶ Accommodation options/advice/your rights ▶ Access to free and low cost legal advice 	<p>Visit the CITSA Website or drop in to any CITSA office located at CIT Bruce, CIT Fyshwick and CIT Reid.</p>
<input type="checkbox"/>	<p>Student Rights and Responsibilities</p> <ul style="list-style-type: none"> ▶ Student Code of Conduct 	<p>Chat to your teacher, CIT Student Services or CITSA</p>
<input type="checkbox"/>	<p>Careers Advice</p> <ul style="list-style-type: none"> ▶ Chat to our career advisor for guided support. 	<p>Visit our CIT Student Support website</p>
<input type="checkbox"/>	<p>CIT Student Support</p> <ul style="list-style-type: none"> ▶ Study support ▶ Counselling support ▶ Disability/migrant/international and youth student support 	<ul style="list-style-type: none"> ▶ Visit our CIT Student Support website. ▶ Services at CIT Woden by appointment.
<input type="checkbox"/>	<p>CIT Yurauna Centre</p> <ul style="list-style-type: none"> ▶ Support for Aboriginal and Torres Strait Islander students 	<p>Visit our CIT Yurauna Centre website</p>
<input type="checkbox"/>	<p>Work, health and safety at CIT</p> <p>Keep yourself and others safe when at CIT:</p> <ul style="list-style-type: none"> ▶ All CIT campuses are smoke free ▶ Find out where to seek first aid help ▶ Find out how to report and accident 	<ul style="list-style-type: none"> ▶ CIT Smoke Free Policy ▶ Learn more about accident reporting (Student Information A to Z) ▶ Learn more about first aid (Student Information A to Z)
<input type="checkbox"/>	<p>CIT Ellucian Go App</p> <p>Download CIT's app, ELLUCIAN GO from the App Store NOW!</p> <ul style="list-style-type: none"> ▶ Use it to view your results, timetable, eLearn and various support services. ▶ Select 'Canberra Institute of Technology' from the school/university list within the App. ▶ Use your CIT number and PIN. 	<ul style="list-style-type: none"> ▶ Find the app in your device's App store. <ol style="list-style-type: none"> 1. Google Play 2. Apple Store ▶ Contact infoline@cit.edu.au for support.