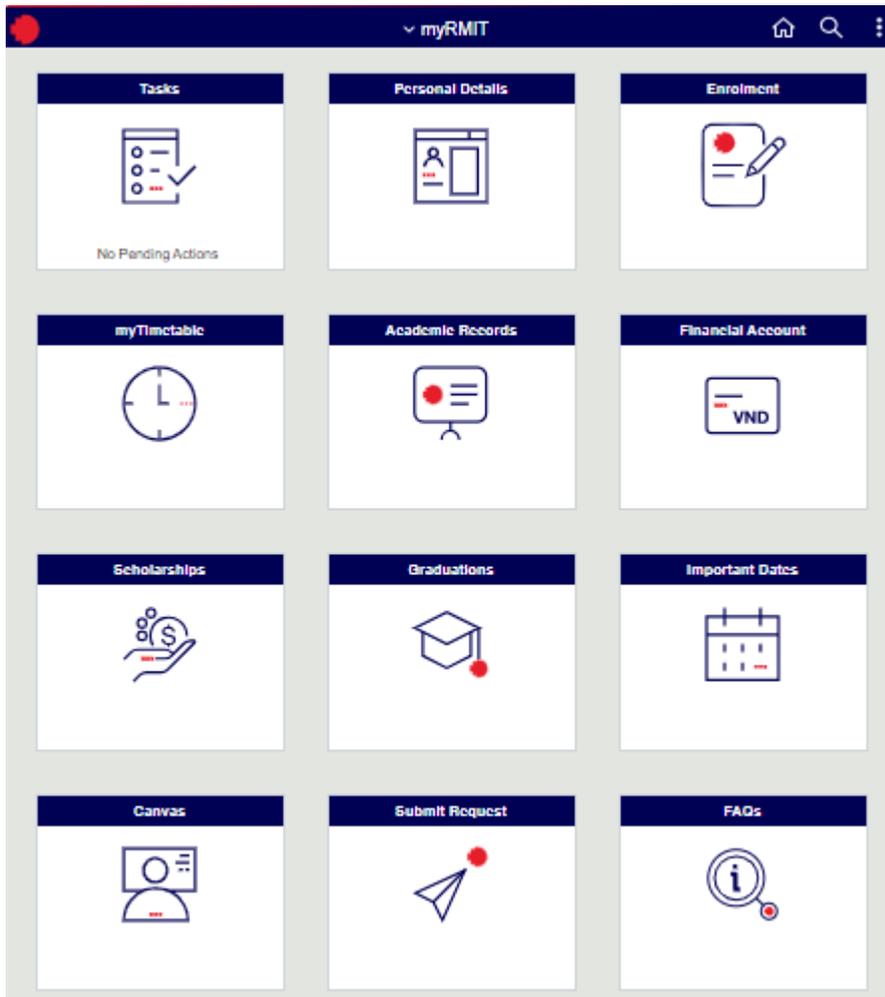


## Overview

myRMIT is the self-service platform for you to easily manage your student-related activities from enrolment to graduation. myRMIT is accessible on mobile devices, laptop, and desktop.

## myRMIT Homepage

The **myRMIT Home Page** groups by your key tasks using tiles and visuals. This ensures that you can locate the information that you are seeking easily.



### Tasks

The Tasks tile contains the following pages:

- **To Do List** – you can complete the Pre-enrolment Checklist and other Tasks or Checklists assigned to you.
- **Holds** – you can view notifications such as study visa upcoming expiry, financial or other hold on your record.
- **Agreements** – you can view a list of declarations and statements that you have agreed to as part of the Pre-enrolment Checklist, including Privacy Release Statement



### Personal Details

The Personal Details tile contains the following pages:

- **Personal Details** – you can view your personal details such as Student ID, Date of Birth, Gender, and update their Preferred name (but not their Primary name)
- **Contact Details** – you can add or update your Phone Number(s) and Personal Email Address(es)
- **Addresses** – you can add or update your Address(es)
- **Emergency Contacts** – you can add or update your Emergency Contact(s)
- **Privacy Release (Third Party Access)** – you can add, update, or remove third party permission to access academic or financial information



### Enrolment

The Enrolment tile contains the following pages:

- **Enrol in my Program** – You can enrol in Classes based on your Program structure
- **Plan My Program** – you can view any differences to your program overall if you change your majors and minors before submitting request for changes
- **Drop Courses** – you can drop courses but will be prevented from dropping your last course in a Semester. In such case, you will be directed to submit a Leave of Absence or Program Cancellation request instead)
- **Enrolment History** – You can view your entire enrolment history, including course details, undertaken semester, credit points, enrolment status and grade
- **Update your Majors or Minors** – you can update the Majors or Minors for your Program.

## myRMIT Tiles Overview (continue..)

	<b>myTimetable</b>	<p>takes you to Class Timetables page where you can find myTimetable link, schedules of opening &amp; instructions on how to use the system  <a href="https://www.rmit.edu.vn/students/my-studies/class-timetables">https://www.rmit.edu.vn/students/my-studies/class-timetables</a></p>
	<b>Academic Records</b>	<p>The Academic Records tile contains the following pages:</p> <ul style="list-style-type: none"> <li>• <b>Enrolment History</b> – you can view a summary of your current and past course enrolments, listed in semester order, including grades (where available), credit points and status (Enrolled, Completed or Credit Transfer).</li> <li>• <b>View Results</b> – you can view your Grades by Semester</li> <li>• <b>Academic History</b> - you can view a summary of programs, including your academic career, the academic program, semester of commencement and program status. From this view, click on a program and download a PDF of their academic history in that program, including results and the grade point average (GPA)</li> <li>• <b>Statement of Enrolment</b> - Statement of Enrolment is an official statement that confirms your enrolled program and class for the selected semester of the academic year. You can download it from this tile.</li> </ul>
	<b>Financial Account</b>	<p>The Financial Account tile contains the following pages:</p> <ul style="list-style-type: none"> <li>• <b>Account Balance</b> – you can view your overall current account balance by Semester, including charges (total fees and charges for the Semester), total due (outstanding amount for the Semester) and a credit balance for the amount of money that remains in your account (if applicable)</li> <li>• <b>Charges Due</b> – this tab only appears if the you has overdue charges; you can view the overdue amount in VND, description, and due date</li> <li>• <b>Make a Payment</b> – you can follow a 3-step process to make a payment: 1-select payment method (available options: Credit/Debit, ATM or QR code), 2-specify payment amount and 3-confirm payment amount</li> <li>• <b>Payment History</b> – You can view a list of past payments made, the amount in VND and description</li> <li>• <b>Bank Account Details</b> – you can view and change the bank account linked to your profile for the purpose of scholarship payments or refunds</li> <li>• <b>Invoices</b> – you can view RMIT Invoices including both Official and Adjustment invoices</li> </ul>

	<b>Scholarships</b>	<p>The Scholarships tile contains the following pages:</p> <ul style="list-style-type: none"> <li>• <b>Scholarship Applications</b> – you can view your previously started or submitted Scholarship Applications, continue adding further details to the draft applications, or start a new Scholarship application</li> <li>• <b>Upload More Documents</b> – you can upload additional support documents to your submitted scholarship application</li> <li>• <b>Scholarship Offer</b> – you can view and accept or decline to your scholarship offer</li> </ul>
	<b>Graduations</b>	<p>The Graduations tile allows you to apply to graduate when you are eligible. You can view the status of your graduation applications and update the graduation options, including choosing a graduation ceremony date or indicating that you will not be attending</p>
	<b>Important Dates</b>	<p>Opens the Important Date page to a new window where you can easily find all key academic dates including semester breaks, last day to drop classes, assessment periods, results release and census dates.  <a href="https://www.rmit.edu.vn/students/my-studies/important-dates-and-academic-calendar">https://www.rmit.edu.vn/students/my-studies/important-dates-and-academic-calendar</a></p>
	<b>Canvas</b>	<p>Opens Canvas in a new window (you will remain logged in):  <a href="https://rmit.instructure.com/">https://rmit.instructure.com/</a></p>
	<b>Submit Request</b>	<p>The Submit Request tile contains the downloadable PDF forms and online forms which you can fill out and submit via myRMIT. You can view the history of all requests you've submitted, including its status.</p>
	<b>FAQs</b>	<p>Launches to a new window for information on how to use myRMIT</p>