

Enrolling at Study Solutions Australia is easy and only takes a few simple steps.

Step 1 - Decide on which course you are interested in commencing. You can receive assistance in this area by speaking to our Student Services Officer or visiting our Training Needs Analysis ([TNA](#)) section of the website.

Step 2 – Complete an enrolment form. Enrol You have the choice of Full Time and Distance Learning enrolment forms. Complete the enrolment form ensuring all requested information is completed to assist us with formalising your enrolment.

** To expedite enrolment proceedings you can choose to pay your tuition fees with your application form. This is usually the case with distance learning students who wish to complete a unit at a time and not an entire course. **

Step 3 – Copy of Previous Studies – For courses that require prerequisites (Diploma and Advanced Diploma level) please provide copies of your current qualifications that have been certified by a justice of the peace or commissioner of declarations. You can also present your original qualification at the College as evidence of having completed previous studies.

Step 4 – After completing the enrolment form, ensuring you have read, understood and agree with Study Solutions Australia's terms and conditions. Submit the completed form via fax, post or e-mail to:

Fax:
Attention: Admissions
(07) 55809 200

Post:
Study Solutions Australia
Admissions
Locked Bag 4, Gold Coast Mail Centre,
Bundall 9726, Qld

Email: admissions@studysolutions.qld.edu.au

Step 5 – After payment has been received you will receive a confirmation of enrolment, receipt of payment and the date and time for your student induction.

Payment Methods

Cheque Payment with students name on the back made payable to:

Study Solutions Australia
Locked Bag 4,
Gold Coast Mail Centre,
Bundall 9726, Qld

Credit Card Payment - Online Payment Area located at

<https://www.studysolutions.qld.edu.au/shop/index.php>

Direct Deposit

Study Solutions Australia
Bank Branch: ANZ Helensvale
Account Number: 4855-80436 BSB: 014-596

Payment Plan

Please click here to down load the weekly payment plan for direct debits from your nominated bank account [here](#)

Step 6 – At the student induction we cover:

- Explain the course outline, credential upon completion and vocational outcomes
- Outline relevant holiday dates, Semesters and Terms
- Smarter Kids Kindergarten and Preschool Centres
- Introduce students to teachers, course/group coordinator, administration staff
- And more....

Step 7 – You're set to study.....Good Luck!