Login to eStudentCentre

When you are ready to enrol go to UTAS home page, select Current Students and login.

Disclaimer: This document is intended to provide general advice only about accessing and using eStudentCentre and has been prepared as a guide only. Screens displayed in this document are for reference only and are not guaranteed to be accurate, reliable or current. No responsibility is accepted for any errors, omissions, or misleading statements on these pages.
Guide to Exams using eStudentCentre

Login to eStudentCentre

This is the login page. Login using your UTAS Email Account Username and Password
Guide to Exams using eStudentCentre

Login to eStudentCentre

This is the login page. Login using your UTAS Email Account

Username and Password

TIP: Your UTAS username is the first part of your email address before the @ sign
When you first login to eStudentCentre you will see the **Home** page.

This page provides news and information as well as frequently used links.
The menu at the side of the screen provides access to your enrolment, fees, exams and graduation details.

Simply click on the heading to access the area you want.
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This tour will take you through the Exams menu and how to enrol and manage your exams online.

Select **Exam Timetable** from the left hand menu.

**TIP:** Some **Exam Forms** are available online (select Forms from the main menu). Make sure you have read and understood the exam instructions before completing the online forms.
This first screen shows Exam Instructions. Please read carefully and then click ‘Continue’.

Tip: A copy of the examination instructions can be downloaded from this page. Scroll down to the bottom of the screen to find the link.
You will then see your **Exam Timetable**.

The timetable includes unit details, materials permitted, location, date and time, as well as any special arrangements that have been made for you for any upcoming examination periods.

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Time and Date</th>
<th>Duration</th>
<th>Venue</th>
<th>Materials Permitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>BMA581-01</td>
<td>Organisational Behaviour</td>
<td>01:00pm, Thu 27 OCT</td>
<td>3.0 Hrs</td>
<td>Activities Centre Hbt</td>
<td>N</td>
</tr>
</tbody>
</table>

**MATERIALS PERMITTED**

- **N** No materials permitted
This screen displays your **Latest Results** from a recent exam period.

Results are released at 9.00am on the result release dates.

**Please Note:**

- If you have a supplementary examination, please check your personal examination timetable page as soon as possible. The exams take place soon after the release of results, and further information about these exams appears on the timetable page. There will be no timetable for you if a message appears next to your result asking you to contact your school, or if there was no exam for the unit originally.
  - Supplementary examinations (or re-sits) are awarded by Faculties. If the Faculty has given you a supplementary exam, it will be listed on your results, and you will need to check your personal web exam timetable for details. Supplementary examinations are not awarded automatically. For more information, see the guidelines at [http://acserv.utas.edu.au/supresitlts.html](http://acserv.utas.edu.au/supresitlts.html).
  - If you are to sit more than one paper for a supplementary exam in a unit, a message will appear with your results above, and both papers will appear on your exam timetable. If your supplementary assessment is an assignment, a message will appear with your results above, and you should contact your school.
  - If you are deferred, you will not be able to view your results, but you will be able to see if you have been granted a supplementary examination, and view your supplementary examination timetable.
  - Review of Assessment forms are due within 10 working days of your results being released. This applies to both ordinary and deferred or supplementary results. Download form.
  - If you have a supplementary result please note that your original mark will still appear and only the grade will indicate your result, as only pass/fail grades are awarded from supplementary examinations.
  - At the end of each semester the Faculties conduct an academic progress review. As a result of this review, some students may be placed on probation or excluded from their course. Advice on academic progress review decisions will be emailed to relevant students.
  - If you have any queries about your results, please email the Examinations Office (Exams@admin.utas.edu.au) or studentenquty.tnes@utas.edu.au if you study at a TNE study centre - ACK, KDU, SFU and ZUT.
  - If you have queries about outstanding fees, please contact the Student Centre, phone 1300 361 926 or email StudentCentre@utas.edu.au.
  - Academic Progress Reviews are carried out at the end of Semesters 1 and 2. You will be formally notified of any problems with your progress. Please note if you have a deferred or supplementary exam your progress will not be reviewed until after finalisation of these results.

**Tip:** A legend of results and the key dates are available from these links.
This screen shows your unofficial Academic Record.

It shows the details of your study. You can print a copy of your academic record if you need one and when a formal academic transcript is not required.

TIP: Note that academic records are not updated until the day after result release - you will need to check the Latest Results screen for your results.
Need more help?

Call the Student Centre
8.30am – 5.00pm Monday – Friday

1300 361 928

or +61 6324 3197 from outside Australia

or drop in on campus in Hobart, Launceston or Cradle Coast

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