Guide to Graduations using **eStudentCentre**

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 Graduations using eStudentCentre

Login to eStudentCentre

This is the login page. Login using your UTAS Email Account Username and Password
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**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 Graduations menu and how to enrol and manage your graduation online.

Select **Year** from the left hand menu.
This screen lists your **Graduation Year**.

You can view and change your expected year and semester of graduation. Click on the Change button to change the graduation date for each course in question.

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### TIP

*This information helps us identify students who are eligible to graduate. It is important that you keep it up to date.*
This screen displays your **Graduation Details**.

This screen provides students who potentially will graduate in upcoming ceremonies some details about their ceremony, whether they are attending and what their name and degree title is recorded as.

<table>
<thead>
<tr>
<th>Please contact your Faculty if there are any errors or omissions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name as it will appear on your Testamur:</strong> John Smith</td>
</tr>
<tr>
<td><strong>Name of Degree as it will appear on your Testamur:</strong> Graduate Certificate of Management</td>
</tr>
<tr>
<td><strong>Ceremony:</strong> CEREMONIES WILL BE ALLOCATED IN LATE OCTOBER – CHECK BACK SOON</td>
</tr>
<tr>
<td><strong>Attendance status:</strong> Not Attending Ceremony <strong>Change</strong></td>
</tr>
<tr>
<td><strong>I confirm my graduation details above are correct</strong></td>
</tr>
<tr>
<td><strong>Please contact your Faculty if there are any errors or omissions.</strong></td>
</tr>
</tbody>
</table>

**Outstanding financial obligations, if any, are shown below:**

- Not currently debared.

**Home Address**

1 Smith Street
Smithton TAS 7330

**Change details**

If not attending your testamur will be posted to your postal address within 8 weeks of the ceremony.
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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