First Year Checklist

Pre-Census Date Checklist

Below is a suggested checklist to help you get off to the right start in your first weeks of semester.

1. Get help now with any unit requirements or content you are finding difficult. Check your unit outlines for your teaching staff’s consultation times and means of contact and get in touch!

2. Take part in any PASS sessions offered for any of your first year units for additional study support facilitated by successful senior students. Go to www.utas.edu.au/students/learning/pass

3. Check you are correctly enrolled by census date by logging in to your eStudent and checking your details under the “Details” tab.

4. Carefully read any emails from your School/Faculty regarding your enrolment and act on any advice given.

5. Consult your School/Faculty if you need to make any changes to your enrolment.

6. Withdraw from any units through your eStudent by the census date that you do not intend to complete to avoid any financial liability (incur fees for the unit) or academic penalties (fail grades for the unit). For further info on census dates go to www.utas.edu.au/enrolments/census-dates

7. Catch up on any missed classes/modules or self-study if you commenced late. Check your unit outline and MyLO for the unit study schedule and catch up on any lecture recordings, modules, tutorial/self-study questions and required readings, etc.

8. Plan ahead for assignments:
   - Look up your due dates on your semester/wall planner, or if you have not yet set up a semester/wall planner, these dates can be found in your unit outline
   - Familiarise yourself with your library resources and services, and spend time researching for your assignments. Go to www.utas.edu.au/library
   - Access Student Learning services for help developing your academic writing and referencing skills. Check for upcoming workshops, Drop-in times or book a Student Consultation. On campus and online offerings are available. Go to www.utas.edu.au/student/learning
   - Familiarise yourself with the unit assessment rules regarding extensions/late penalties/etc. by carefully reading your unit outlines.

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