

Submitted your enrolment documents

... What happens next?

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- ✓ Our enrolments team will confirm receipt of your enrolment documents.
Please note: The email address you provide will be used for this notification.
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- ✓ Enrolment documents are progressed to the Head of School (HoS) for decision. The HoS will review the student's subject selection and allocate appropriate subjects.
Please note: Subject allocation is determined by:
 - subject pre-requisites see subject guides
 - subject availability
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- ✓ The HoS returns enrolment documents to the enrolments team who will contact you regarding decision of outcome/subject fees (payment adjustments if applicable) and/or Home Schooling Fee.
Please note: Student enrolment cannot be processed prior to receipt of all fees.
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- ✓ Confirmation of the student's subjects will be forwarded via a 'Welcome' email. This email confirms enrolment at BrisbaneSDE.
Please note: The email address you provide will be used for this notification.
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- ✓ Student IT team receive notification new enrolment.
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- ✓ Student IT team email required lessons/course access links and passwords. This will occur 24- 72 hours from student activation.
Please note: The email address you provide will be used for this notification.
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- ✓ Despatch team will send any materials (if required) to your postal address.
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- ✓ Teachers enrol students in their Blackboard courses, provide lesson access instructions and make contact.
Please note: The EQ email address -----@eq.edu.au provided by the Student IT team will be used for this notification.
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- ✓ Dean/s of Students will contact students to assist with start-up and answer any queries.
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