Submitted your enrolment documents
... What happens next?

- Our enrolments team will confirm receipt of your enrolment documents. Please note: The email address you provide will be used for this notification.

- 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

- 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.

- 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.

- Student IT team receive notification new enrolment.

- 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.

- Despatch team will send any materials (if required) to your postal address.

- 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.

- Dean/s of Students will contact students to assist with start-up and answer any queries.