



Curtin University

Malaysia

# *Online Enrolment Guide*

#CURTIN  
MALAYSIA



ENROLMENT OFFICE

A global university  
Mauritius | Singapore

AUGUST 2025

Western Australia | Colombo | Dubai | Malaysia |





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## STEP 1

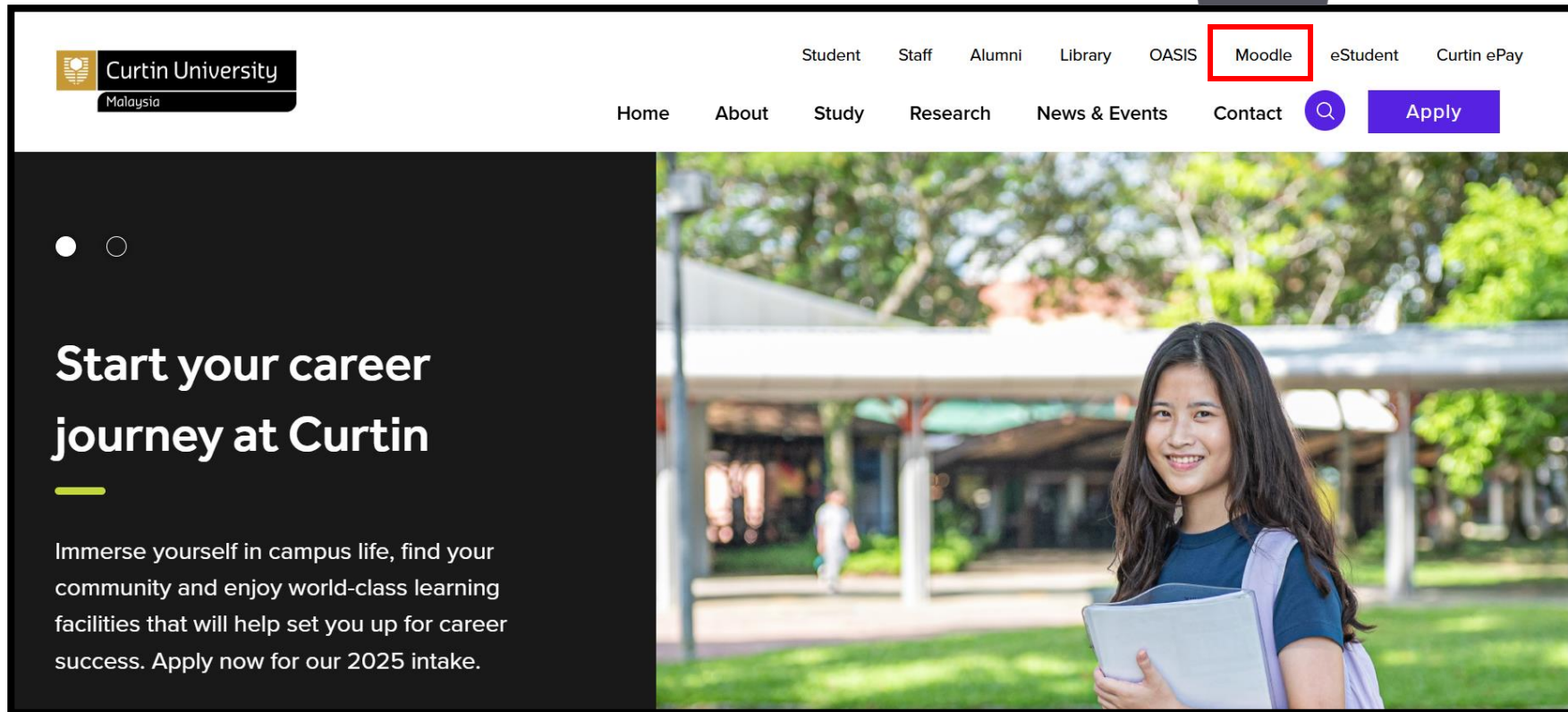
### Activate Moodle Account

“Retrieve the **course/program structure** to identify the units you are required to enroll in.”

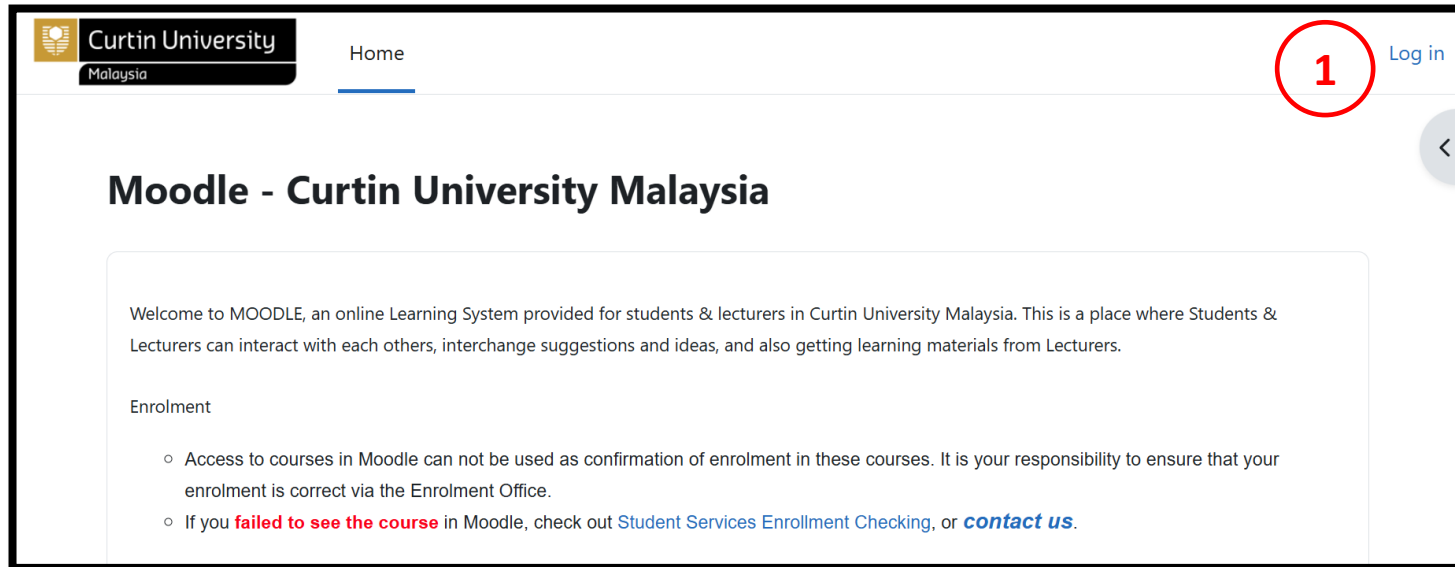


# How to activate Moodle account?

- Visit the Curtin Malaysia website: [www.curtin.edu.my](http://www.curtin.edu.my)
- Click [Moodle](#) at the top side of the Curtin Malaysia homepage



# How to activate Moodle account?



### Log in to Moodle - Curtin University Malaysia

Username

Password

**Log in**

[Lost password?](#)

---

### Is this your first time here?

**Lecturers:** The account username and password is the same as your Computer Windows Account.

**Students:** Username is your student ID (Miri Campus) and initial Password is your Date of Birth in DDMMYY format. For example, if you were born on **31 Dec 1990**, your password will be **311290**.

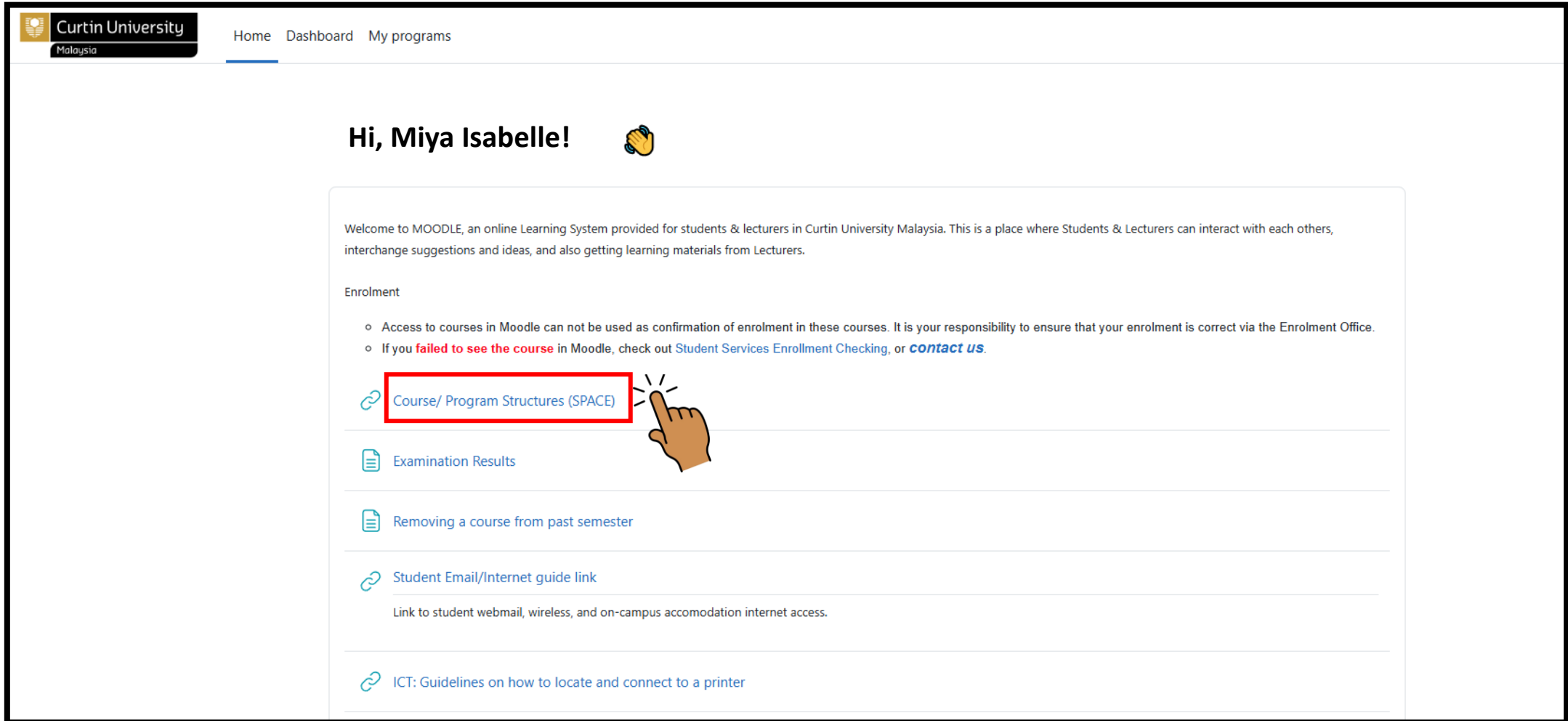
**Have 2 Miri IDs?** For those who have 2 Miri IDs, the 8 alphanumeric ID (eg. 7e5a5678) and the 9 digits ID (700012345), please use the 8 alphanumeric ID (eg. 7e5a5678) as your Moodle username

Please change your password after first time login for security reason. **Lost your password?** Click on **[Yes, help me login]** button to request for your password reset. The instruction will be sent to your [Curtin Student Webmail](#)

1. Click “**Log in**” at the top right-hand corner of the Moodle page.
2. Log in to the [Moodle](#) account.
  - The username is your Miri Student ID (e.g. 700012345)
  - The initial password is your **Date of Birth in DDMMYY** format (e.g. 010105 for 1<sup>st</sup> Jan 2005)

**Note:** If you experience login issues, please contact ICT support at [it.helpdesk@curtin.edu.my](mailto:it.helpdesk@curtin.edu.my).

# How to retrieve course/program structure?



The screenshot shows the Moodle dashboard for a user named Miya Isabelle. The top navigation bar includes the Curtin University Malaysia logo and links to Home, Dashboard, and My programs. The main content area greets the user and provides a welcome message to Moodle. Below this, an 'Enrolment' section contains two bullet points: one stating that Moodle access is not confirmation of enrolment, and another advising users who failed to see a course to check the Student Services Enrolment Checking page or contact the Enrolment Office. A list of links follows, with 'Course/ Program Structures (SPACE)' highlighted by a red box and a hand icon pointing to it. Other links include 'Examination Results', 'Removing a course from past semester', 'Student Email/Internet guide link' (with a sub-link to student webmail, wireless, and on-campus accommodation internet access), and 'ICT: Guidelines on how to locate and connect to a printer'.

Hi, Miya Isabelle! 🙌

Welcome to MOODLE, an online Learning System provided for students & lecturers in Curtin University Malaysia. This is a place where Students & Lecturers can interact with each others, interchange suggestions and ideas, and also getting learning materials from Lecturers.

Enrolment

- Access to courses in Moodle can not be used as confirmation of enrolment in these courses. It is your responsibility to ensure that your enrolment is correct via the Enrolment Office.
- If you **failed to see the course** in Moodle, check out [Student Services Enrolment Checking](#), or [contact us](#).

[Course/ Program Structures \(SPACE\)](#)

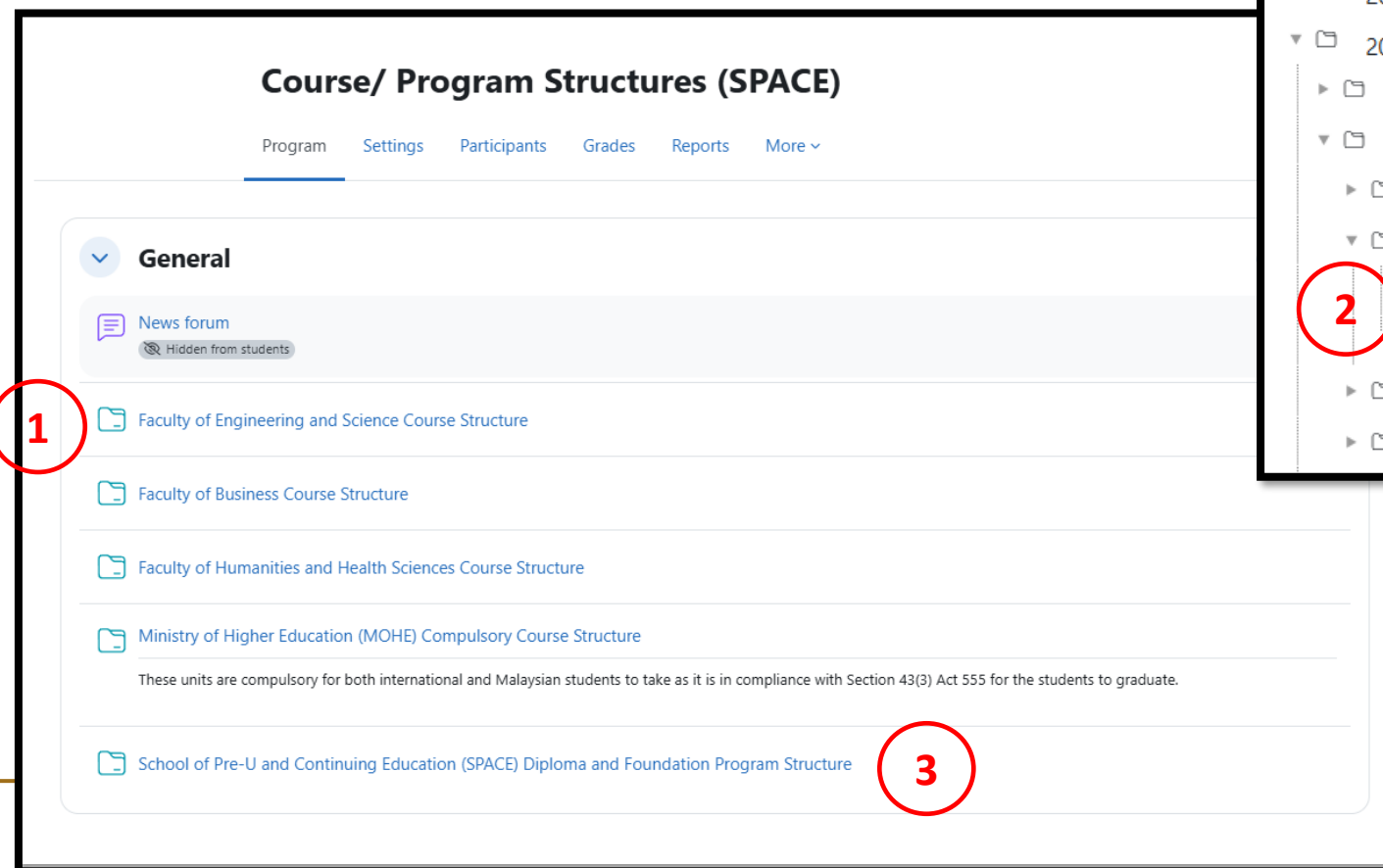
[Examination Results](#)

[Removing a course from past semester](#)

[Student Email/Internet guide link](#)  
Link to student webmail, wireless, and on-campus accomodation internet access.

[ICT: Guidelines on how to locate and connect to a printer](#)

# How to retrieve course/program structure?



**Course/ Program Structures (SPACE)**

Program Settings Participants Grades Reports More ▾

**General**

News forum  
Hidden from students

1 Faculty of Engineering and Science Course Structure

Faculty of Business Course Structure

Faculty of Humanities and Health Sciences Course Structure

Ministry of Higher Education (MOHE) Compulsory Course Structure

These units are compulsory for both international and Malaysian students to take as it is in compliance with Section 43(3) Act 555 for the students to graduate.

School of Pre-U and Continuing Education (SPACE) Diploma and Foundation Program Structure 3



- 2023 Faculty of Engineering and Science
- 2024 Faculty of Engineering and Science
- 2025 Faculty of Engineering and Science
  - Undergraduate Semester 1 2025 Intake
  - Undergraduate Semester 2 2025 Intake
    - Bachelor of Applied Geology Semester 2, 2025 Intake
    - Bachelor of Computing Semester 2, 2025 Intake
      - 2 Bachelor of Computing\_Cyber Security Major Semester 2.pdf
      - Bachelor of Computing\_Software Engineering Major Semester 2.pdf
    - Bachelor of Engineering Semester 2, 2025 Intake
    - Bachelor of Technology Semester 2, 2025 Intake

1. Select **Faculty** to open the folder.
2. Select the structure based on your course, major, semester intake.
3. Select **SPACE** if you are Foundation and Diploma students.

\*Refer to the Letter of Offer for confirmation.

## STEP 2

### Mata Pelajaran Umum (MOHE)

“Applicable for **Diploma** and **Undergraduate** Programs ONLY.”



# MPU for Degree Programs

MATA PELAJARAN UMUM (NEW STRUCTURE STARTING 2022) FOR DEGREE PROGRAM

MPU units (General Studies)	Credit Hours	Semester	Unit Code	Malaysian Student	International Student	Medium of Delivery	Remarks
Program U1							
Philosophy and Current Issues	2	1	MPU 3192	√	√	English	
Bahasa Melayu Komunikasi 2	3	2	MPU 3143	-	√	Malay	
Penghayatan Etika dan Peradaban	2	2	MPU 3182	√	-	Malay	
Program U2							
Leadership & Digital Entrepreneurship	2	3	MPU 3232	√	√	English	
OR							
National Language A	2	3	MPU 3212	√	-	Malay	National Language A (COMPULSORY for those who did not get credit for Bahasa Melayu at SPM level) and will be <b>exempted</b> for Leadership & Digital Entrepreneurship
Program U3							
Integration and Anti-Corruption	2	4	MPU 3352	√	√	English	
Program U4							
Team Leadership & Community Service	2	5	MPU 3412	√	√	English	
OR							
Service Learning Innovation and Community Engagement (SLICE)	2	5	MPU 3422	√	√	English	Starting Semester 2, 2026

The Private Higher Education Institution Act 1996 (Act 555) stipulates that every private higher education institution teaches the following compulsory subjects. These units, in compliance with Section 43(3) Act 555, are compulsory for both international and Malaysian students in order to graduate.



- Refer MPU unit offered on Curtin Malaysia website:  
[Latest updates | Current Students](#)
- For more information:  
[MoHE Compulsory Subjects - Humanities - Curtin University, Sarawak Malaysia](#)

# MPU for Diploma Programs

MATA PELAJARAN UMUM FOR DIPLOMA PROGRAM

MPU units (General Studies)	Credit Hours	Trimester	Unit Code	Malaysian Student	International Student	Medium of Delivery	Remarks
Program U1							
Philosophy and Current Issues	2	1	MPU 2192	√	-	English	
Bahasa Melayu Komunikasi 1	2	1	MPU 2142	-	√	Malay	
Program U2							
Introduction to Digital Entrepreneurship	2	2	MPU 2232	√	√	English	
OR							
National Language A	2	2	MPU 2212	√	-	Malay	National Language A (COMPULSORY for those who did not get credit for Bahasa Melayu at SPM level) and will be <b>exempted</b> for Introduction to Digital Entrepreneurship
Program U3							
Integration and Anti-Corruption	2	1	MPU 2352	√	√	English	
Program U4							
Introduction to Community Service	2	3	MPU 2422	√	√	English	



- Refer MPU unit offered on Curtin Malaysia website:  
[Latest updates | Current Students](#)
- For more information:  
[MoHE Compulsory Subjects - Humanities - Curtin University, Sarawak Malaysia](#)

For further clarification, please contact MPU Program Coordinator, Madam Valerie Velina Nagreg at:

Tel: +60 85 630100 Ext: 2611

Fax: +60 85 630088

Email: [valerie.velina@curtin.edu.my](mailto:valerie.velina@curtin.edu.my)

## STEP 3

### Online Enrolment via Curtin Malaysia eStudent

"It is imperative that you complete your enrolment within the re-enrolment period or no later than the **specified deadline** to avoid any disruptions to your studies."



# What are the unit(s) to enroll each semester?

## Foundation

- Enroll in the **core units** according to the program structure, which available on [Moodle](#) under the School of Pre-U and Continuing Education (SPACE) folder.

## Undergraduate

- Enroll in the **4 core units & 1 MPU unit** according to the course structure, which available on [Moodle](#) under the specified Faculty folder.
  - Faculty of Engineering and Science
  - Faculty of Business
  - Faculty of Humanities and Health Sciences
  - [MPU Unit Offered](#)
- Total enrolment is 5 units which equivalent to 100 credit points.

## Diploma

- Enroll in the **core units & MPU unit** according to the program structure, which available on [Moodle](#) under the School of Pre-U and Continuing Education (SPACE) folder.

## Postgraduate

- Enroll in the **core units** according to the course structure, which available on [Moodle](#) under the specified Faculty folder.
  - Faculty of Business
  - Faculty of Humanities and Health Sciences



# What to check prior enrolling in any unit(s)?

Always refer to the **course/program structure** for the units to be enrolled

- Retrieve from [Moodle](#) – refer page 6

Ensure that you enroll in **MPU unit** every semester (Undergraduate & Diploma ONLY) – refer page 8

Refer **unit offered** on Curtin Malaysia website: [Latest updates](#) | [Current Students](#)

- Make sure you refer to the latest/updated unit offered list provided by the Faculty
- Enrolment cannot be done for the unit that is not offered

Ensure that you have met the pre-requisite requirements

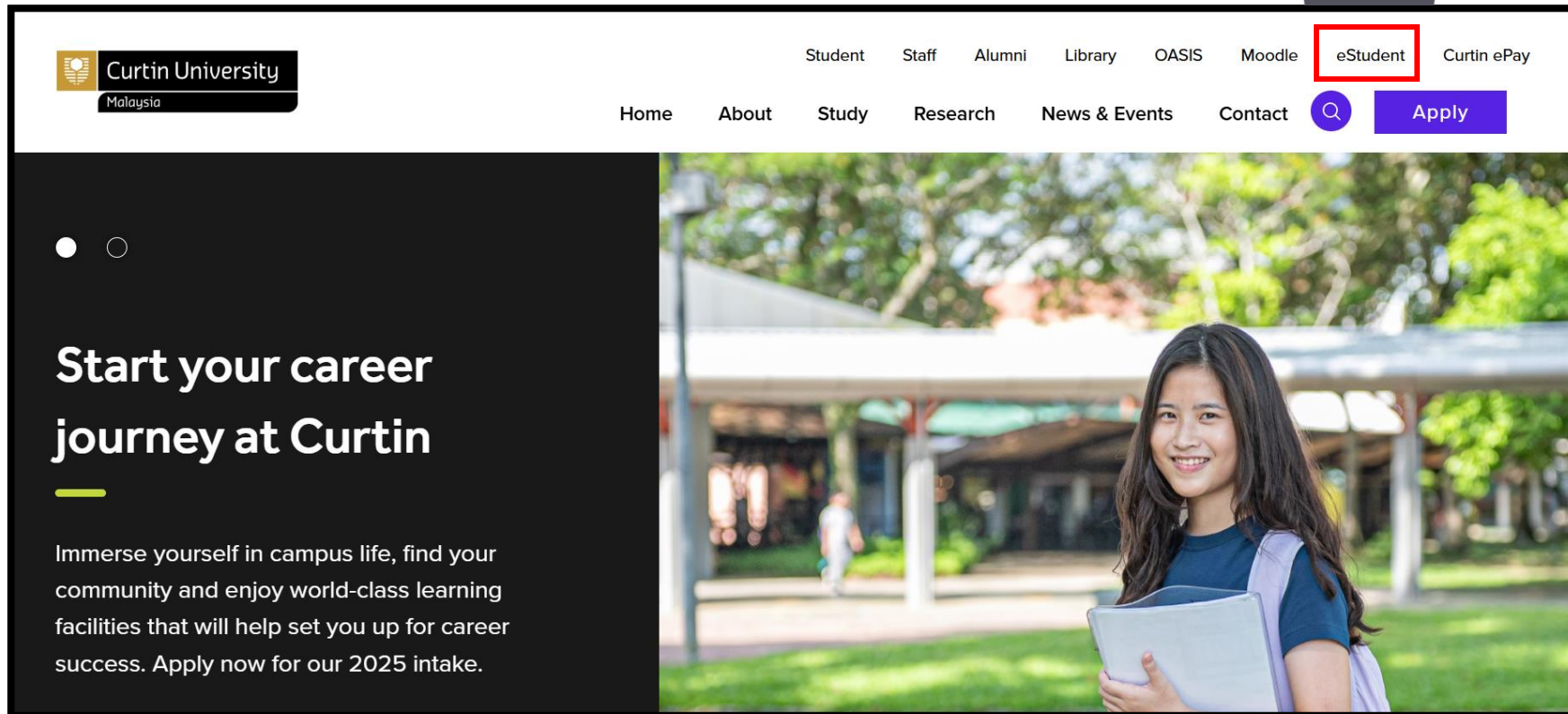
- Check through [Curtin Handbook](#)



Latest updates	FOES unit offered Summer 2025 →	FOB unit offered 2025 →
	MPU units offered 2026 →	FOB Moodle Class Registration S2 2025 (Updated) →
	FOES unit offered 2025 →	FOHHS unit offered 2025 →
	MPU OCR S2 2025 link →	MPU OCR S2 2025 notice →
	SPACE Diploma unit availability 2025 →	More updates →

# Where to enroll in unit(s)?

- Visit the Curtin Malaysia website: [www.curtin.edu.my](http://www.curtin.edu.my)
- Click [eStudent](#) at the top side of the Curtin Malaysia homepage

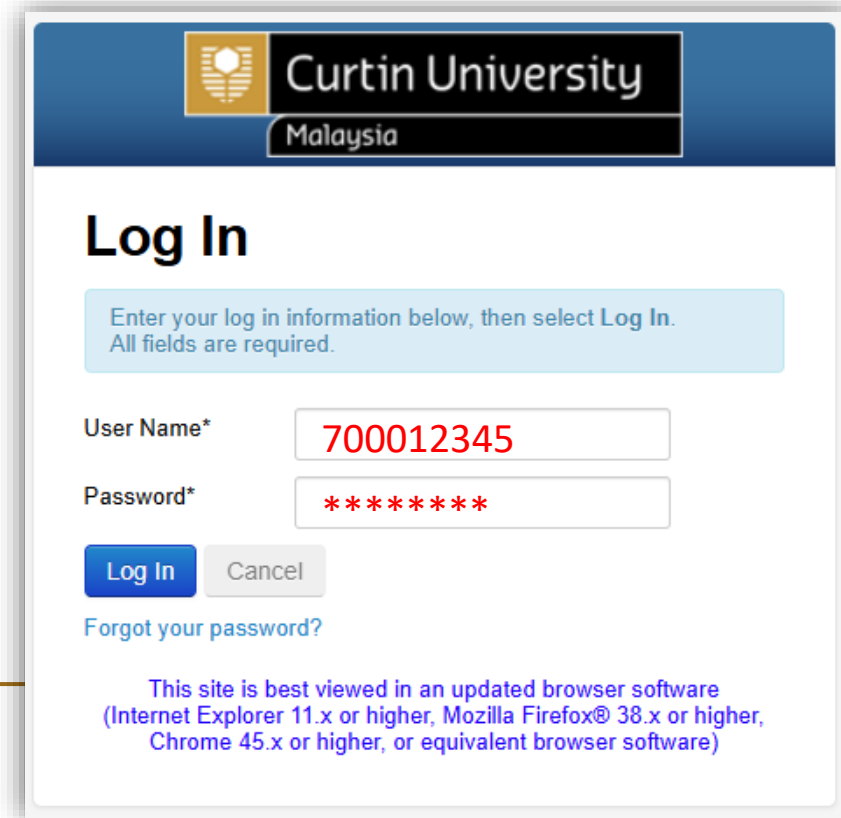


The screenshot shows the Curtin University Malaysia homepage. The header features the Curtin University Malaysia logo on the left. On the right, there is a navigation menu with links: Student, Staff, Alumni, Library, OASIS, Moodle, eStudent (highlighted with a red box), and Curtin ePay. Below this, a secondary navigation bar includes links for Home, About, Study, Research, News & Events, and Contact, followed by a search icon and a purple 'Apply' button. The main content area is split: the left side has a dark background with the text 'Start your career journey at Curtin' and a sub-header 'Immerse yourself in campus life, find your community and enjoy world-class learning facilities that will help set you up for career success. Apply now for our 2025 intake.' The right side features a large photograph of a smiling female student with long dark hair, wearing a blue shirt and a purple backpack, holding a white folder. The background of the photo shows a modern university building with a glass facade and greenery.



# How to login to Curtin Malaysia eStudent?

1. Log in to Curtin Malaysia [eStudent](#).
  - Username is your Miri Student ID (e.g. 700012345)
  - Password
2. Refer to the Letter of Offer to confirm your Miri Student ID is correct.
3. New student may be given a temporary password through email entitled Curtin Malaysia – ENROL NOW! Kindly check your inbox.
4. If you forgot your password, you may reset it by clicking on the “[Forgot your password?](#)” – Refer to page

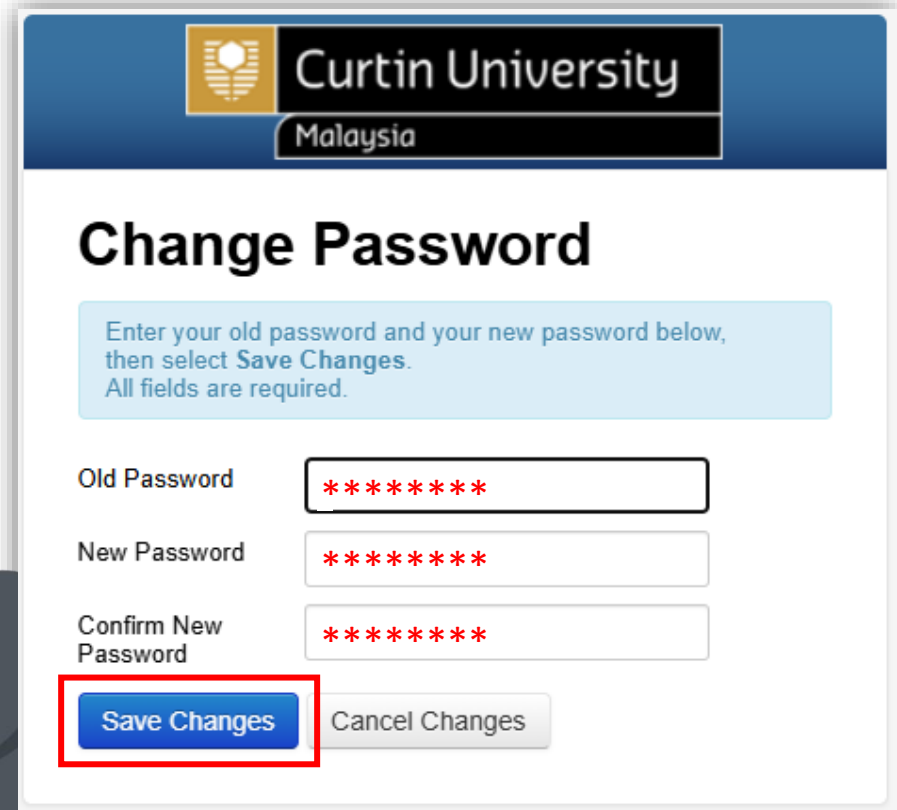


The screenshot shows the login interface for Curtin University Malaysia eStudent. At the top is the university's logo and name. Below this is a 'Log In' heading. A light blue box contains the instruction: 'Enter your log in information below, then select Log In. All fields are required.' There are two input fields: 'User Name\*' with the value '700012345' and 'Password\*' with masked characters '\*\*\*\*\*'. Below the fields are 'Log In' and 'Cancel' buttons. A link for 'Forgot your password?' is also present. At the bottom, a note states: 'This site is best viewed in an updated browser software (Internet Explorer 11.x or higher, Mozilla Firefox® 38.x or higher, Chrome 45.x or higher, or equivalent browser software)'.

# How to login to Curtin Malaysia eStudent?

1. For **first time user**, you are required to change your password in the New Password field.

- ✓ Type a new password in the New Password field.
- ✓ Re-type it in the Confirm New Password field.
- ✓ Then, click the “Save Changes” button.



Curtin University  
Malaysia

## Change Password

Enter your old password and your new password below, then select **Save Changes**. All fields are required.

Old Password

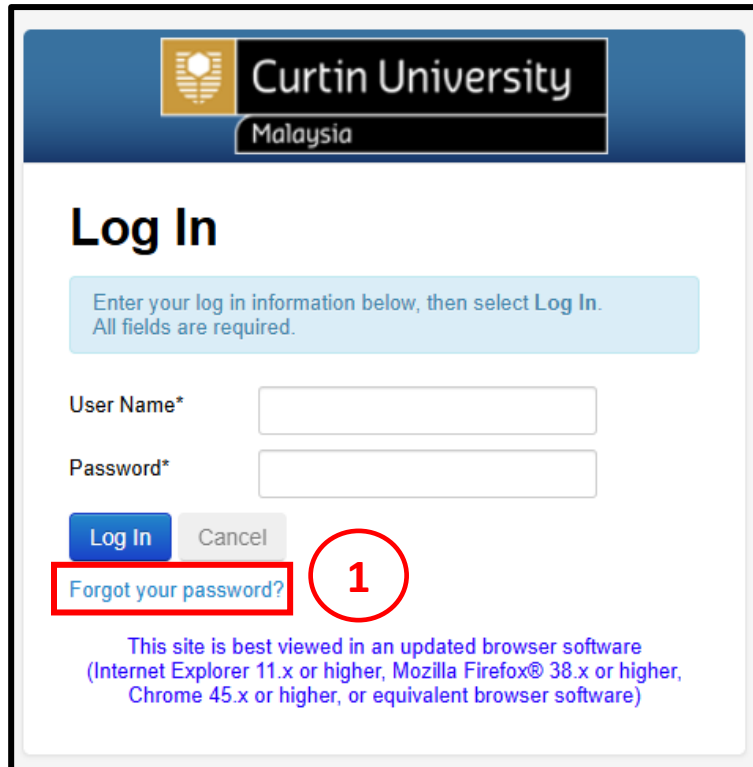
New Password

Confirm New Password

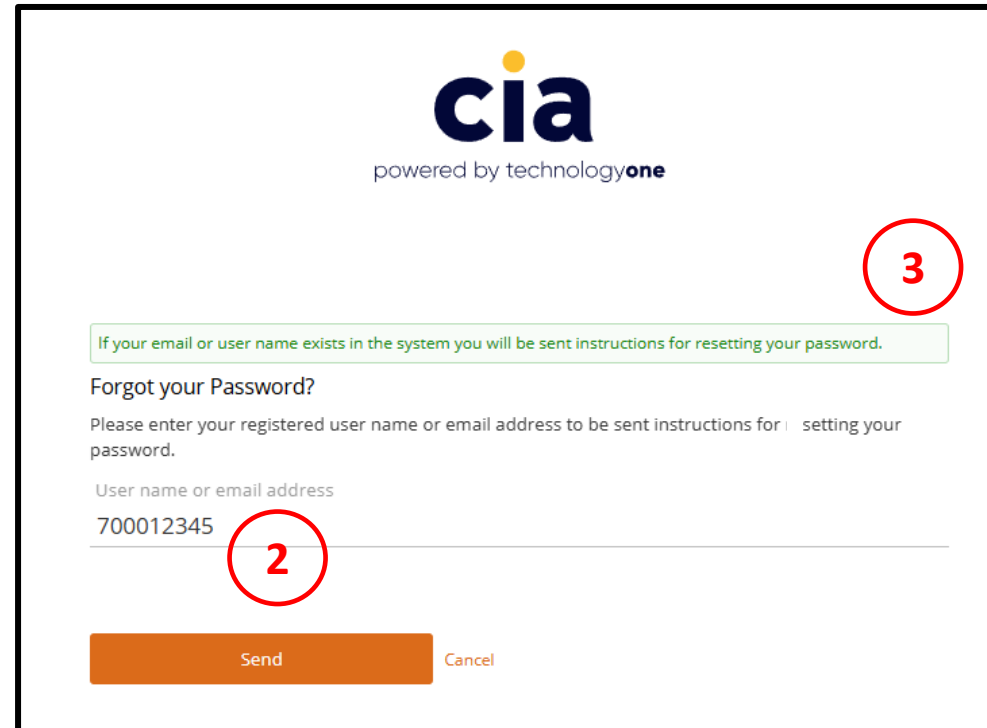
**Save Changes** Cancel Changes

# How to reset my Curtin Malaysia eStudent password?

1. Click “**Forgot your password**”?
2. Enter your **Miri Student ID**
3. You will receive an **instructions for resetting your password** through email. Kindly check your inbox.
4. Make sure to **re-login** using your new password via **Curtin Malaysia eStudent**.



The screenshot shows the Curtin University Malaysia Log In page. At the top is the university logo and name. Below it is a 'Log In' heading. A light blue box contains the instruction: 'Enter your log in information below, then select Log In. All fields are required.' There are two input fields: 'User Name\*' and 'Password\*'. Below these fields are two buttons: 'Log In' (blue) and 'Cancel' (grey). A red box highlights the 'Forgot your password?' link, which is circled with a red '1'. At the bottom, there is a note about browser compatibility: 'This site is best viewed in an updated browser software (Internet Explorer 11.x or higher, Mozilla Firefox® 38.x or higher, Chrome 45.x or higher, or equivalent browser software)'.

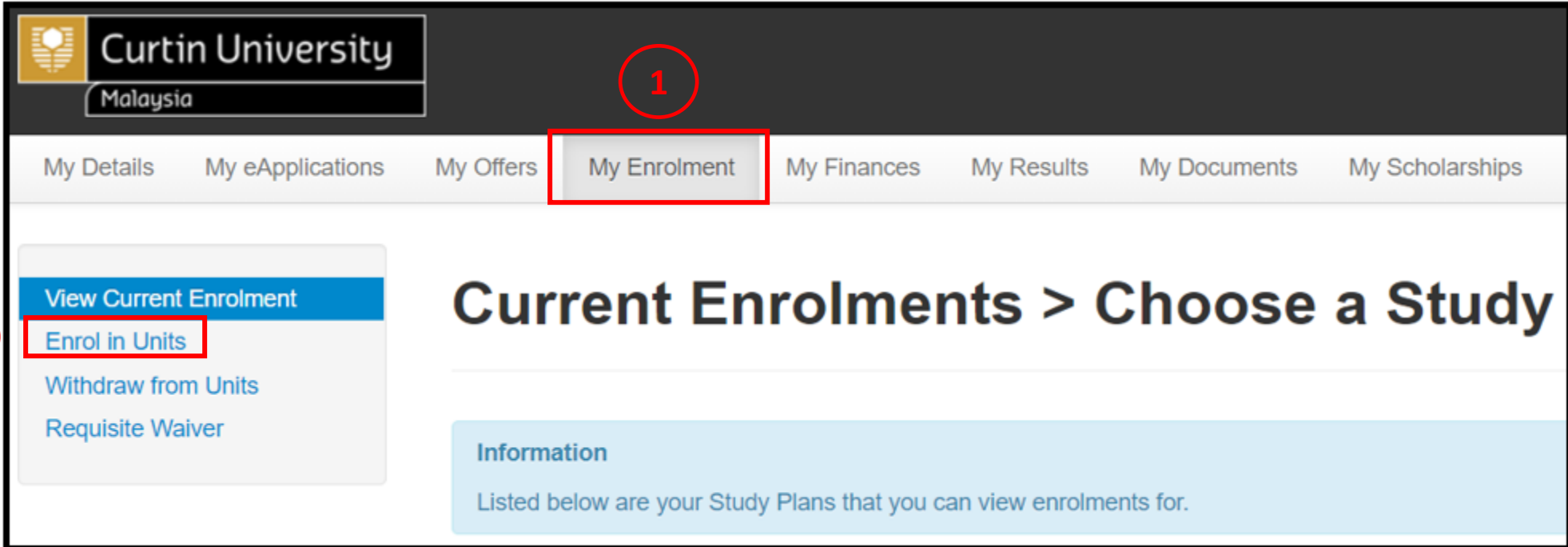


The screenshot shows the CIA powered by technologyone 'Forgot your Password?' page. At the top is the CIA logo and 'powered by technologyone'. A green box contains the instruction: 'If your email or user name exists in the system you will be sent instructions for resetting your password.' Below this is the heading 'Forgot your Password?' and a sub-heading 'Please enter your registered user name or email address to be sent instructions for resetting your password.' There is an input field labeled 'User name or email address' containing the text '700012345', which is circled with a red '2'. Below the input field are two buttons: 'Send' (orange) and 'Cancel' (grey). A red '3' is circled in the top right corner of the page.



# How to enroll in unit(s)?

1. Click **"My Enrolment"** from the menu at the top.
2. Click **"Enrol in Units"** from the menu at the left-hand side.



The screenshot displays the Curtin University Malaysia student portal. At the top, the university logo and name are visible. Below this is a navigation bar with several menu items: 'My Details', 'My eApplications', 'My Offers', 'My Enrolment', 'My Finances', 'My Results', 'My Documents', and 'My Scholarships'. The 'My Enrolment' item is highlighted with a red box and a red circle containing the number '1'. On the left side of the page, there is a sidebar menu with four options: 'View Current Enrolment', 'Enrol in Units', 'Withdraw from Units', and 'Requisite Waiver'. The 'Enrol in Units' option is highlighted with a red box and a red circle containing the number '2'. The main content area of the page is titled 'Current Enrolments > Choose a Study' and includes an 'Information' section stating: 'Listed below are your Study Plans that you can view enrolments for.'

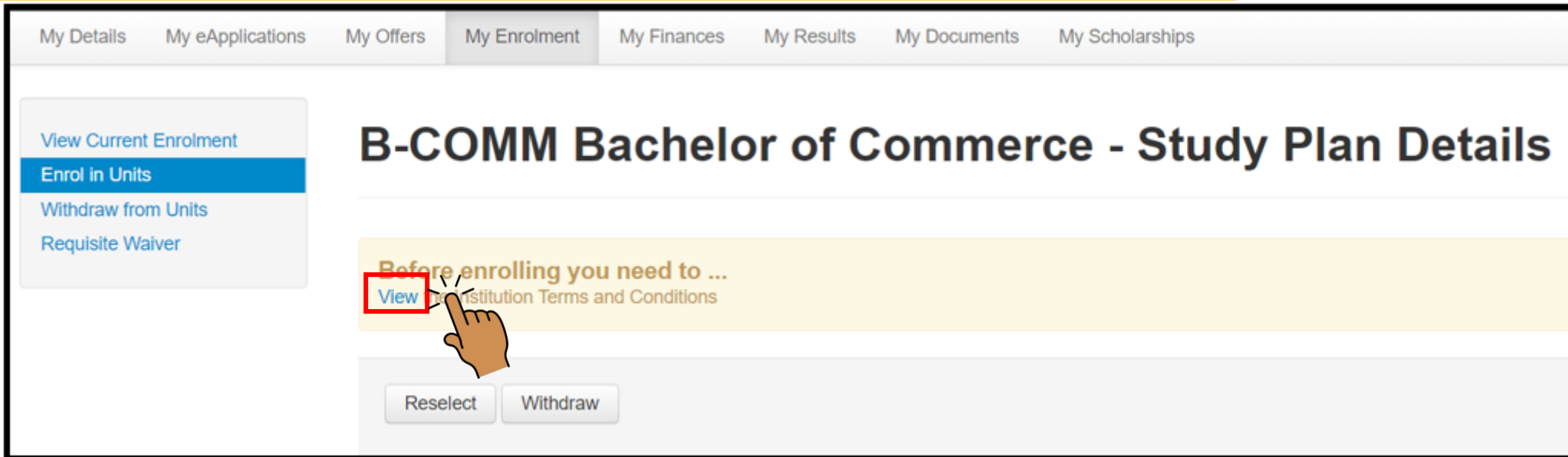
# How to enroll in unit(s)?

1. Select the Study Package with “**Admitted**” status.

	Parent Study Package	Title	Stage	Status	Credit Points
 	 B-COMM	Bachelor of Commerce	Admitted		600.000
	 307808	Bachelor of Engineering	Withdrawn	Withdrawn	800.000

# How to enroll in unit(s)?

1. You are required to agree to the terms and conditions before you could proceed to enroll in units.
2. Click “**View**” to view the Institution Terms and Conditions.



The screenshot displays the student portal interface. At the top, a navigation bar includes links for 'My Details', 'My eApplications', 'My Offers', 'My Enrolment', 'My Finances', 'My Results', 'My Documents', and 'My Scholarships'. On the left, a sidebar menu lists 'View Current Enrolment', 'Enrol in Units' (highlighted in blue), 'Withdraw from Units', and 'Requisite Waiver'. The main content area is titled 'B-COMM Bachelor of Commerce - Study Plan Details'. Below this title, a yellow banner contains the text 'Before enrolling you need to ...' followed by a blue 'View' link and the text 'Institution Terms and Conditions'. A hand icon is shown clicking the 'View' link. At the bottom of the main area, there are two buttons: 'Reselect' and 'Withdraw'.



# How to enroll in unit(s)?

1. Read through the Student Declaration and tick “**I accept these terms and conditions**” checkbox.
2. Click “**Save**” to continue with the enrolment.

## Institution Terms and Conditions (Version: 002)

**Information**

Please read and indicate your agreement to the Institution Terms and Conditions for the following parent study package: B-COMM - Bachelor of Commerce

### Student Declaration

- I understand it is my responsibility to ensure that my enrolment is correct.
- I have sought appropriate academic counselling in relation to my enrolment
- I agree to be bound by the [Statutes, Rules and Policies](#) of the University as amended from time to time and agree to pay all fees, levies and charges directly arising from my enrolment.
- I consent to receiving information electronically from the University.
- I agree to access eStudent at least once a week to receive official communications from the University.
- I am aware of the conditions under which I am permitted to use University IT (computer) facilities (refer to the [ICT Policy](#)).
- I acknowledge that I have read and understood the information regarding Guild Membership.
- I acknowledge that I have read and understood the [University Privacy Statement](#).
- I acknowledge that any expense, costs or disbursements incurred by the University in recovering any monies owing by me shall be the responsibility of the debtor, including debt collection agency fees and solicitor's costs on the amount outstanding and all other reasonable costs incurred in the recovery of outstanding monies.

1

☒ I accept these terms and conditions

2

**Save** Print Close

# How to enroll in unit(s)?

## Follow the steps below:

- Scroll down to the unit you wish to enroll in.
- Select planned units that are available for enrolment.
- Only units highlighted teal are available for enrolment.
- Use the drop down to select the appropriate study period.
- **Please make sure that you enroll in the units follow the course structure + 1 MPU unit per semester. (e.g. 4 Core units + 1 MPU unit)**
- [Optional or Elective Unit Guide](#)
- [Choose Specialisation Guide](#)

**BH-ENGR Bachelor of Engineering (Honours) - Study Plan Details**

Study Plan Details | Potential Enrolment List | Enrolment Confirmation

Enrol in component study packages for: [Dropdown] [Dropdown] [Dropdown] [Search]

To enrol in a unit or units:

1. Scroll to the unit you wish to enrol in. Only units highlighted teal are available for enrolment.
2. Use the drop down to select the appropriate study period and campus (if applicable).
3. Check the 'Enrol?' checkbox on the right hand side of the unit.
4. Repeat Steps 1 to 3 for the other units you wish to enrol in.
5. Once you are finished, click Proceed to Enrol.

How to enrol in options, electives and alternates.  
Need more help? View the Unit Enrolment Help or View Streamlined Enrolment demonstration.

Expand All Collapse All

**BH-ENGR - Bachelor of Engineering (Honours)**

Admitted: 2022, Semester 1, Miri Sarawak Campus, Internal

More Details Additional Completion Criteria

<input type="checkbox"/> BLAW1002 - Markets and Legal Frameworks	Planned: 2024, Semester 1, Miri Sarawak Campus, Internal	You are unable to change the availability from the default selected for you.	<input type="checkbox"/>	Change X
More Details Group Details				
<input type="checkbox"/> COMP1005 - Fundamentals of Programming	Planned: 2024, Semester 1, Miri Sarawak Campus, Internal	You are unable to change the availability from the default selected for you.	<input type="checkbox"/>	
More Details				
<input type="checkbox"/> ELEN1000 - Electrical Systems	Planned: 2024, Semester 1, Miri Sarawak Campus, Internal	You are unable to change the availability from the default selected for you.	<input type="checkbox"/>	
More Details				

Enrol Reset

Once done with selecting unit(s), then click "Enrol" button

Tick the 'Enrol?' checkbox on the right-hand side of the unit

# How to enroll in unit(s)?

- 1. Make sure your units selection are all correct based on the course/program structure.
- 2. Then, you may click “Confirm Enrolment” button to confirm your enrolment is completed.

Study Plan Details

Potential Enrolment List

Enrolment Confirmation

INDE1001 - Engineering Foundations: Principles, Design and Communication

PlannedPeriod: 20242024, Semester 1, Miri Sarawak Campus, Internal

Enrol?☒

More Details

Enrolment Quote

Parent Study Package	Title	Fee Name	Amount	Tax Amount	Fee Amount Per Study Measure
INDE1001	Engineering Foundations: Principles, Design and Communication	Miri_B.Eng_Local	RM3,712.00	RM0.00	RM148.48/Credit Point
			RM3,712.00	RM0.00	

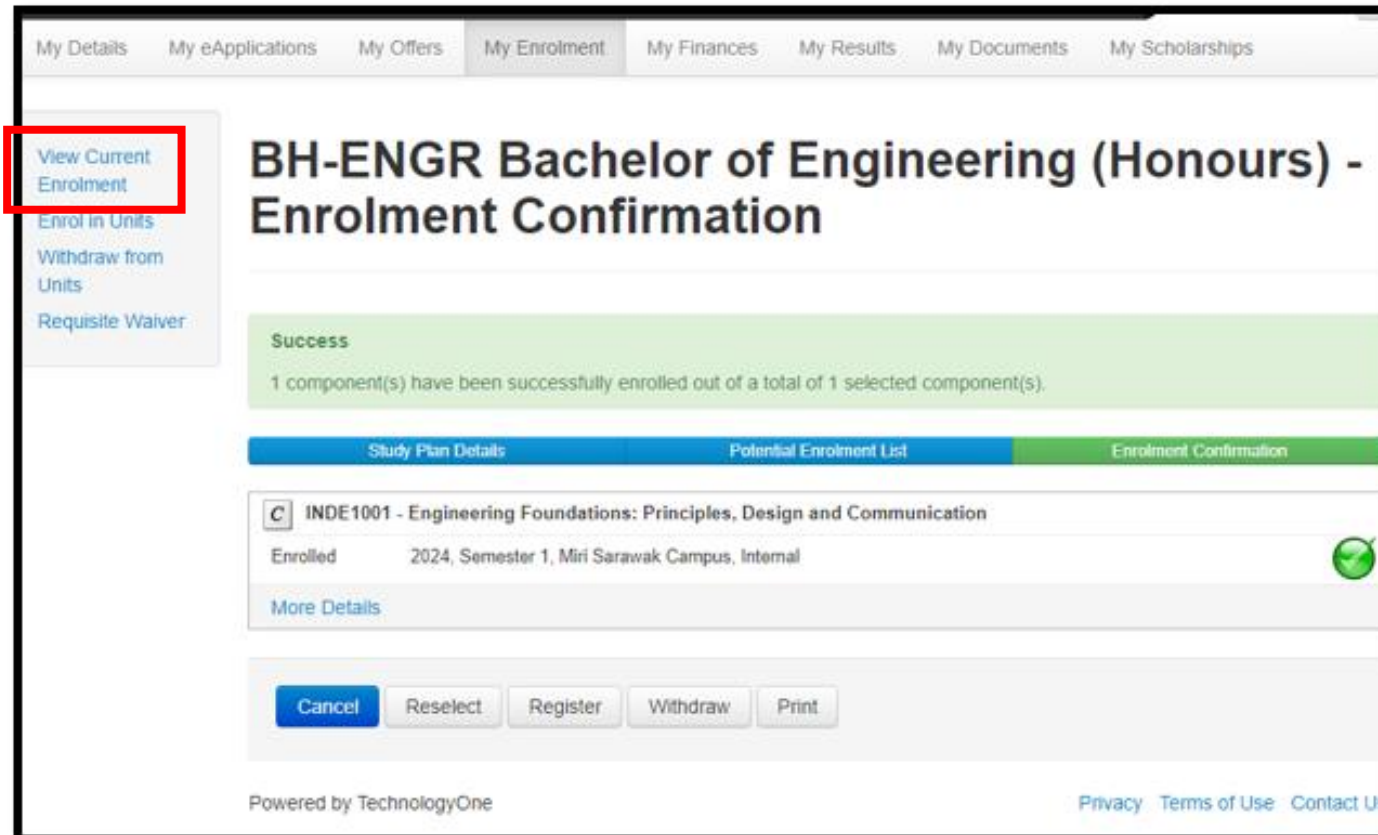
Confirm Enrolment

Go Back/Change



# How to view my current enrolment?

1. If you have enrolled successfully, you will see a green bar notification confirming that you have successfully enrolled.
2. Select “**View Current Enrolment**” from the menu on the left to view your current enrolment.



The screenshot shows the 'BH-ENGR Bachelor of Engineering (Honours) - Enrolment Confirmation' page. The left sidebar menu has 'View Current Enrolment' highlighted with a red box. The main content area features a green success bar stating '1 component(s) have been successfully enrolled out of a total of 1 selected component(s)'. Below this is a tabbed interface with 'Enrolment Confirmation' selected. The enrolled unit is 'INDE1001 - Engineering Foundations: Principles, Design and Communication', with details 'Enrolled 2024, Semester 1, Miri Sarawak Campus, Internal' and a green checkmark icon. At the bottom, there are buttons for 'Cancel', 'Reselect', 'Register', 'Withdraw', and 'Print'. The footer includes 'Powered by TechnologyOne' and links for 'Privacy', 'Terms of Use', and 'Contact Us'.


My Details My eApplications My Offers My Enrolment My Finances My Results My Documents My Scholarships

**View Current Enrolment**  
Enrol in Units  
Withdraw from Units  
Requisite Waiver

## BH-ENGR Bachelor of Engineering (Honours) - Enrolment Confirmation

**Success**  
1 component(s) have been successfully enrolled out of a total of 1 selected component(s).

Study Plan Details Potential Enrolment List **Enrolment Confirmation**

☒ INDE1001 - Engineering Foundations: Principles, Design and Communication  
Enrolled 2024, Semester 1, Miri Sarawak Campus, Internal 

[More Details](#)

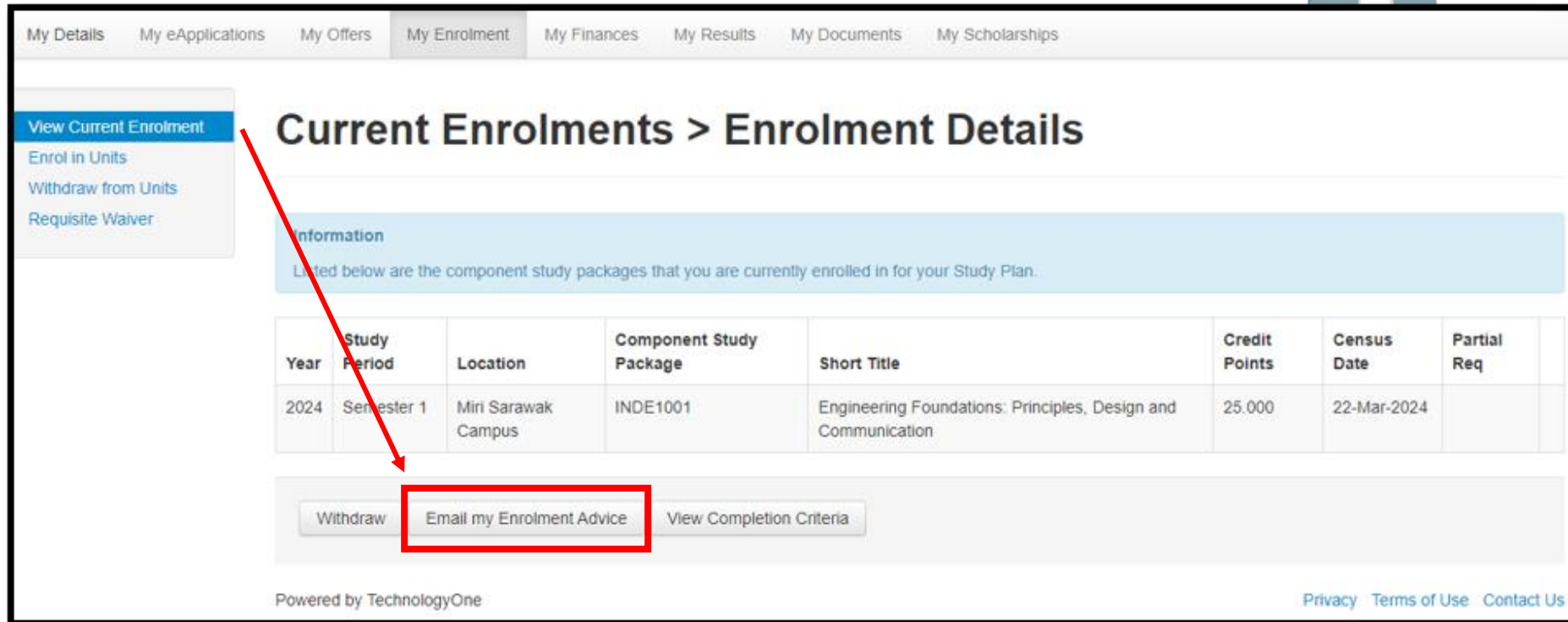
**Cancel** Reselect Register Withdraw Print

Powered by TechnologyOne [Privacy](#) [Terms of Use](#) [Contact Us](#)



# How to view my current enrolment?

1. It is recommended that you save a copy of your **Enrolment Advice slip** once you have finished enrolling as a proof of your successful enrolment.
2. The **Enrolment Advice slip** will be sent to your student webmail for your records.




The screenshot shows the 'Current Enrolments > Enrolment Details' page. A red arrow points from the 'View Current Enrolment' link in the left sidebar to the 'Email my Enrolment Advice' button at the bottom of the page. The table below lists the current enrolment details.


Year	Study Period	Location	Component Study Package	Short Title	Credit Points	Census Date	Partial Req
2024	Semester 1	Miri Sarawak Campus	INDE1001	Engineering Foundations: Principles, Design and Communication	25.000	22-Mar-2024	

Buttons at the bottom: Withdraw, Email my Enrolment Advice, View Completion Criteria.

Powered by TechnologyOne | Privacy | Terms of Use | Contact Us

# Enrolment Advice Slip (EAS)





Miri Enrolment Advice Slip

CRISCO Provider Code 00301J

Please check the information provided below carefully

As at:06/08/20254:29:20PM

Student NameStudent ID700012345AddressPerth ID12345678

This is how your name will appear on all official documentation including any degree or other award you are granted . If it is not correct, please contact Student Services Office: [Student.services@curtin.edu.my](mailto:Student.services@curtin.edu.my) to have it corrected.

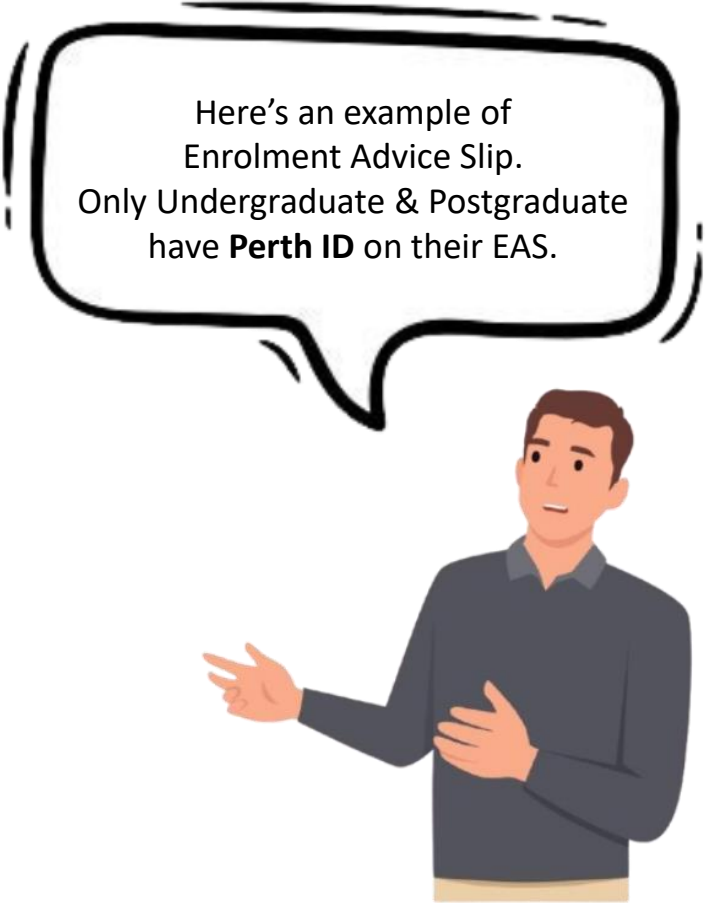
Course: BH-ENGRBachelor of Engineering (Honours)Location: Miri Sarawak Campus

Enrolment Status

Study Packag	Credit	Location	Attendance Type	Liability Category
2025 - Semester 2				
ELEN1000Electrical Systems	25.00	Miri Sarawak Campus	Internal	Overseas Fee Paying
INDE1001Eng Found - Prin, Dsgn & Com	25.00	Miri Sarawak Campus	Internal	Overseas Fee Paying
MATH1019Linear Algebra & Stats for Eng	25.00	Miri Sarawak Campus	Internal	Overseas Fee Paying
MCEN1000Engineering Mechanics	25.00	Miri Sarawak Campus	Internal	Overseas Fee Paying
MPU3192Philosophy and Current Issues	0.00	Miri Sarawak Campus	Internal	Overseas Fee Paying
Total Credits	100.00			

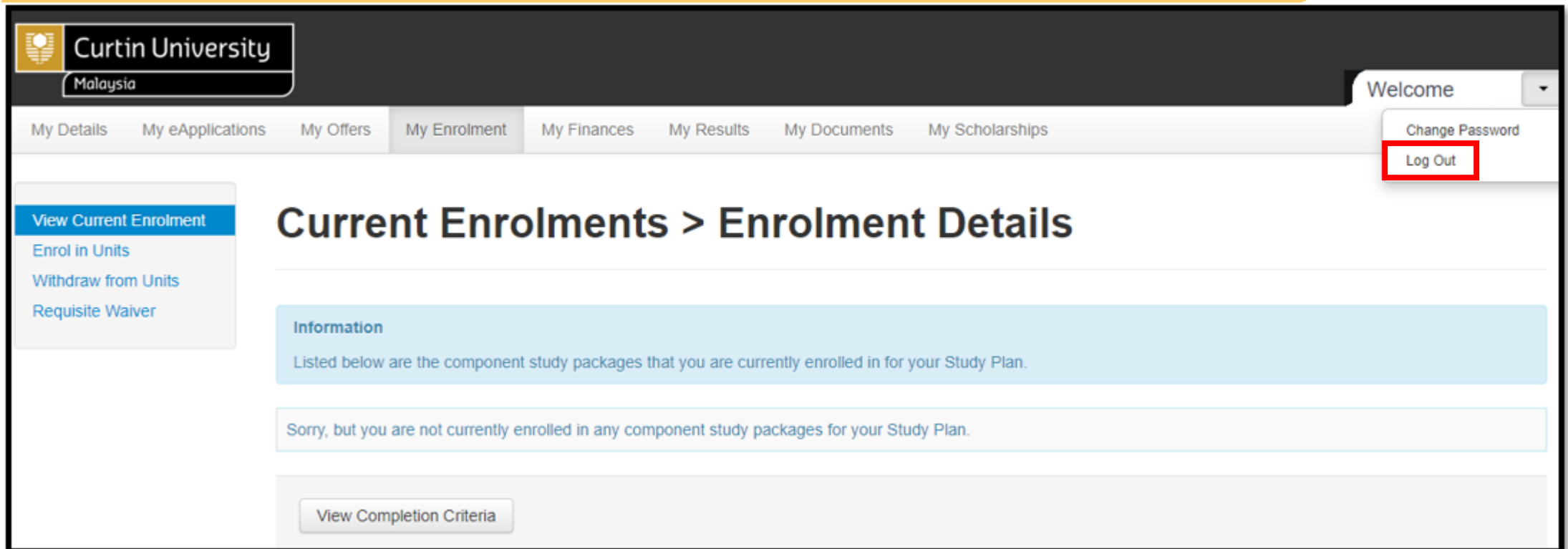
It is your responsibility to ensure that your enrolment is correct. To add/withdraw from a unit(s), check the academic calendar website at <http://current.curtin.edu.my/academic-calendar/> for applicable deadlines. Please note that these deadlines must be strictly adhered to.

You are required to do your subsequent semester enrolment online during the re-enrolment period .



# *You have now successfully enrolled!*

1. Navigate to the drop-down arrow at the top right corner and select “**Log Out**” once you have done completed your enrolment process.



The screenshot displays the Curtin University Malaysia student portal. The top navigation bar includes the university logo and name, a 'Welcome' dropdown menu, and a 'Log Out' button highlighted with a red box. Below the navigation bar, the main content area is titled 'Current Enrolments > Enrolment Details'. A sidebar on the left contains links for 'View Current Enrolment', 'Enrol in Units', 'Withdraw from Units', and 'Requisite Waiver'. The main content area shows a message: 'Information: Listed below are the component study packages that you are currently enrolled in for your Study Plan.' Below this, a message states: 'Sorry, but you are not currently enrolled in any component study packages for your Study Plan.' At the bottom, there is a 'View Completion Criteria' button.

# *Your enrolment is your responsibility!*

## REMEMBER...

- ✓ Make sure your enrolment is according to your **Course/Program Structure**, otherwise you will not be able to complete your course within the standard course duration.
- ✓ Course/Program Structures are available on [Moodle](#) for your reference.
- ✓ Please take note on any enrolment deadlines that need to be adhered. Always refer to [Academic Calendar](#) for more information on the important dates every semester.
- ✓ Students with sanction (e.g. outstanding fees) will not be able to do online enrolment until the sanction is lifted.
- ✓ Online enrolment can only accept a **maximum of 100 credits per semester**. If you wish to enroll in more than 100 credits (overload), please submit [Overload Enrolment Request](#). Please make sure that you have received appropriate advice and/or counseling in regards to the impact of the study load on your academic and personal circumstances.
- ✓ You are advised to keep your enrolment advice slip from Curtin Malaysia [eStudent](#) after you have completed your enrolment.

# *How to withdraw from a unit?*

## IMPORTANT NOTES

This guideline applies if you wish to amend your enrolment for any reason. Before making any changes to your enrolment, please carefully consider your decision, especially as the enrolment deadline approaches.

### **Important Considerations:**

- Unit Withdrawal After Census Date: If you withdraw from a unit after the census date but before the last withdrawal date via Curtin Malaysia eStudent, please be aware that a financial penalty will apply.
- Financial Responsibility: Even if you withdraw from the unit, you will still be liable for the relevant student contributions or tuition fees.
- Academic Record: The withdrawn unit will be recorded on your academic transcript as **“Withdrawn” (WD)**.

Please ensure that you are aware of all relevant enrolment deadlines. For detailed dates, refer to the [Academic Calendar](#).



# How to withdraw from a unit?

1. Click **“My Enrolment”** from the menu at the top.
2. If you decided to withdraw from any unit or you need to do changes in your enrolment, please click **“Withdraw form Units”**.

My Details

My eApplications

My Offers

My Enrolment

My Finances

My Results

My Documents

My Scholarships

View Current Enrolment

Enrol in Units

Withdraw from Units

Requisite Waiver

## Current Enrolments > Enrolment Details

Information

Listed below are the component study packages that you are currently enrolled in for your Study Plan.

Year	Study Period	Location	Component Study Package	Short Title	Credit Points	Census Date	Partial Req
2024	Semester 1	Miri Sarawak Campus	INDE1001	Engineering Foundations: Principles, Design and Communication	25.000	22-Mar-2024	

Withdraw

Email my Enrolment Advice

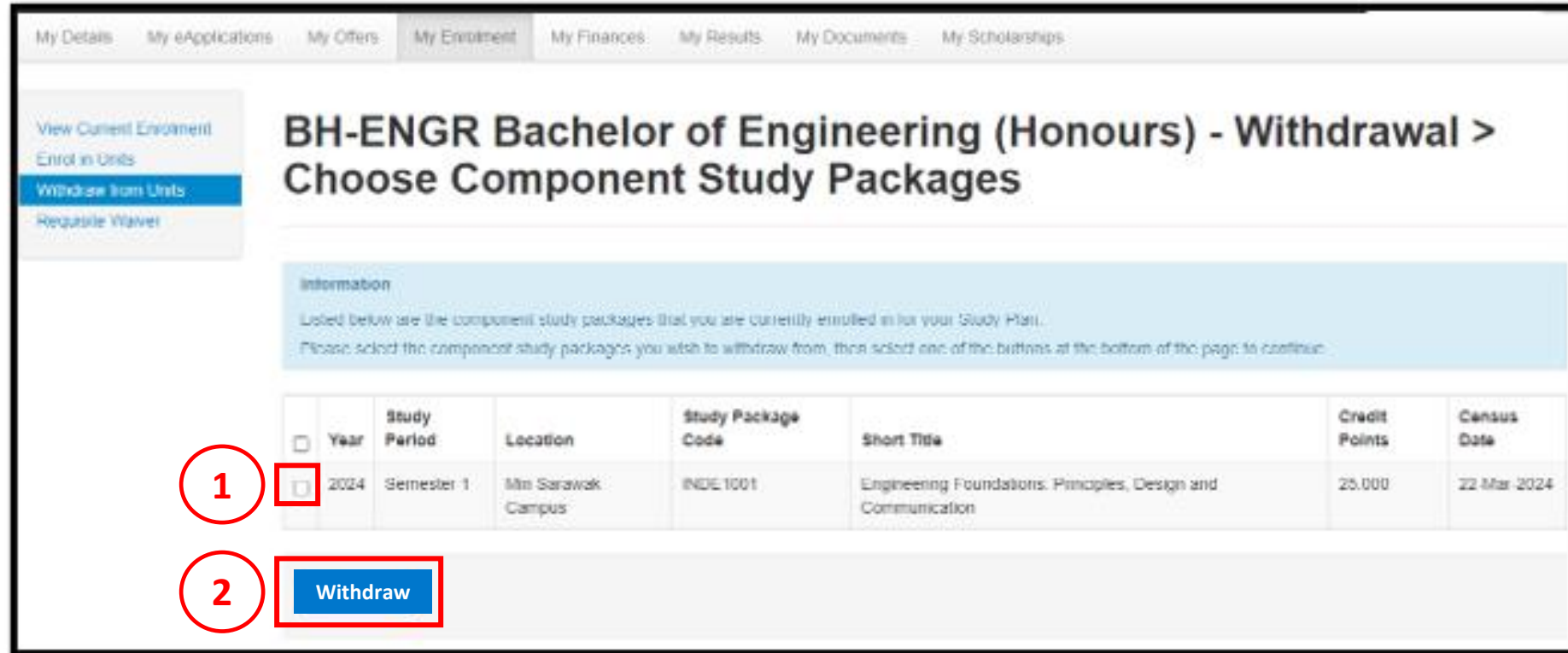
View Completion Criteria

Powered by TechnologyOne

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# How to withdraw from a unit?

1. Tick the checkbox next to the unit that you want to withdraw.
2. Then, click “**Withdraw**”.



The screenshot shows the student portal interface for the BH-ENGR Bachelor of Engineering (Honours) program. The navigation bar includes links for My Details, My eApplications, My Offers, My Enrolment, My Finances, My Results, My Documents, and My Scholarships. The left sidebar contains links for View Current Enrolment, Enrol in Units, Withdraw from Units (highlighted), and Requisite Waiver. The main content area is titled "BH-ENGR Bachelor of Engineering (Honours) - Withdrawal > Choose Component Study Packages". Below this is an information box stating that listed below are the component study packages currently enrolled in for the study plan, and that the user should select the packages to withdraw from and then click one of the buttons at the bottom of the page to continue. A table lists the study packages with columns for Year, Study Period, Location, Study Package Code, Short Title, Credit Points, and Census Date. The first row shows Year 2024, Semester 1, Min Sarawak Campus, INDE1001, Engineering Foundations: Principles, Design and Communication, 25,000 credit points, and a census date of 22 Mar 2024. A red circle with the number 1 highlights the checkbox in the Year column. Below the table, a red circle with the number 2 highlights the "Withdraw" button.

<input type="checkbox"/>	Year	Study Period	Location	Study Package Code	Short Title	Credit Points	Census Date
<input type="checkbox"/>	2024	Semester 1	Min Sarawak Campus	INDE1001	Engineering Foundations: Principles, Design and Communication	25,000	22 Mar 2024

**Withdraw**

# How to withdraw from a unit?

1. If the selected unit to withdraw is correct, then proceed to click “**Confirm**”.

My Details

My eApplications

My Offers

My Enrolment

My Finances

My Results

My Documents

My Scholarships

View Current Enrolment

Enrol in Units

Withdraw from Units

Requisite Waiver

BH-ENGR Bachelor of Engineering (Honours) - Withdrawal: Information

Information

You are about to withdraw from selected component study packages. All registrations in classes for the component study packages will also be removed. Please note that if it is past the Census date for these component study packages you may still be financially liable.

The following component study package will be withdrawn as they have been selected by you for withdrawal.

Year	Study Period	Location	Study Package Code	Short Title	Credit Points	Census Date
2024	Semester 1	Miri Sarawak Campus	INDE1001	Engineering Foundations: Principles, Design and Communication	25.000	22-Mar-2024

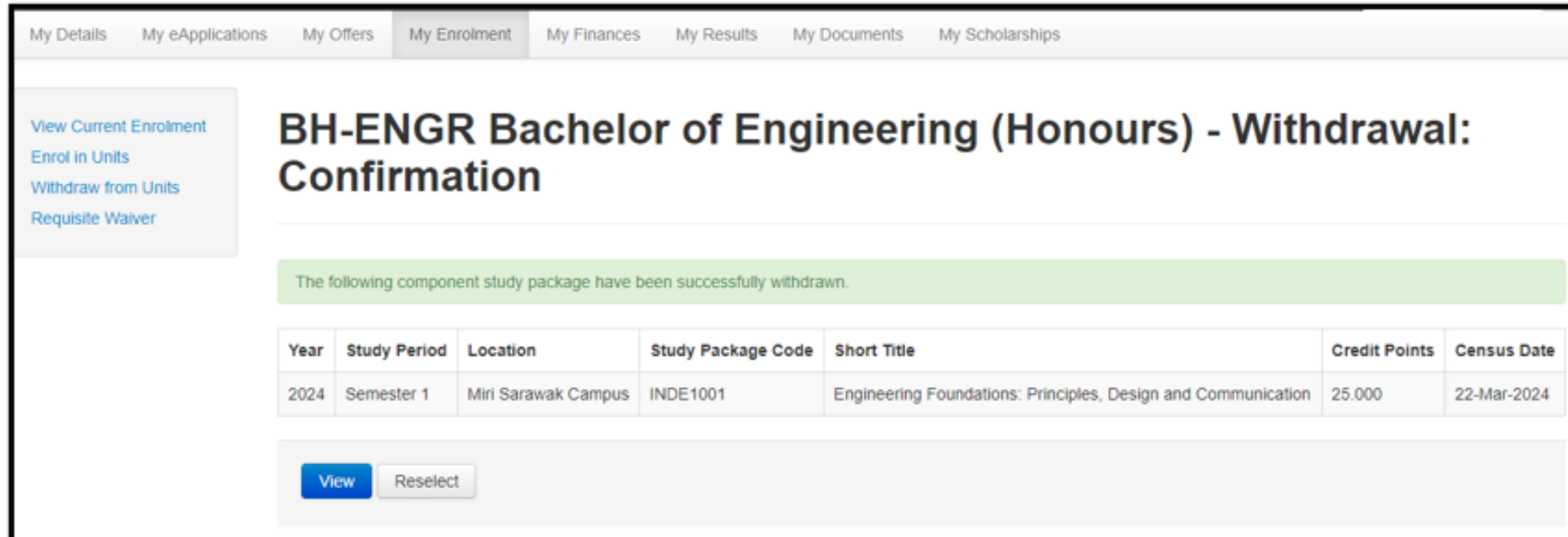
Confirm

Reselect

32

# How to withdraw from a unit?

1. If your withdrawal is successful, a green bar notification will be displayed.



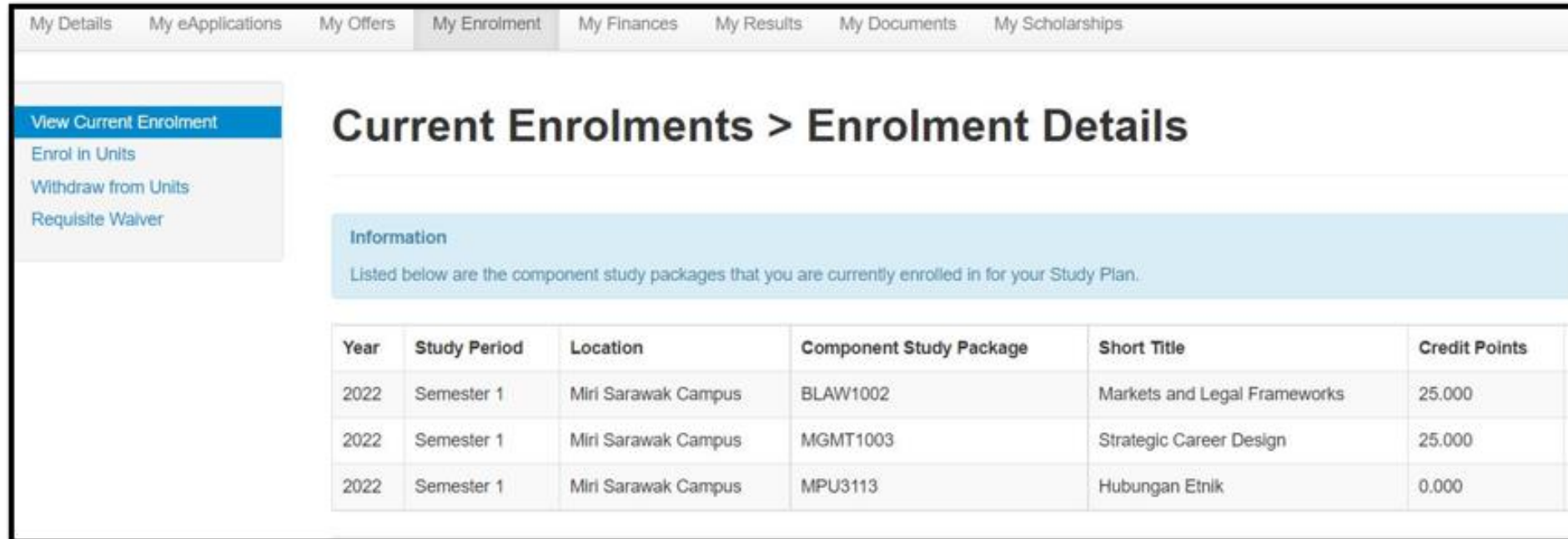
The screenshot displays the student portal interface. At the top, a navigation bar includes links for 'My Details', 'My eApplications', 'My Offers', 'My Enrolment' (which is highlighted), 'My Finances', 'My Results', 'My Documents', and 'My Scholarships'. On the left side, there is a sidebar with links: 'View Current Enrolment', 'Enrol in Units', 'Withdraw from Units', and 'Requisite Waiver'. The main content area is titled 'BH-ENGR Bachelor of Engineering (Honours) - Withdrawal: Confirmation'. Below the title, a green notification bar states: 'The following component study package have been successfully withdrawn.' Underneath this, a table lists the withdrawn unit details.

Year	Study Period	Location	Study Package Code	Short Title	Credit Points	Census Date
2024	Semester 1	Miri Sarawak Campus	INDE1001	Engineering Foundations: Principles, Design and Communication	25.000	22-Mar-2024

At the bottom of the table, there are two buttons: 'View' (in blue) and 'Reselect' (in grey).

# How to withdraw from a unit?

1. Click “**View Current Enrolment**” to see your current enrolment details.
2. Kindly generate **Enrolment Advice slip** to confirm your enrolment has been updated.



The screenshot displays the 'Current Enrolments > Enrolment Details' page. The top navigation bar includes links for 'My Details', 'My eApplications', 'My Offers', 'My Enrolment', 'My Finances', 'My Results', 'My Documents', and 'My Scholarships'. The left sidebar contains a menu with 'View Current Enrolment' (highlighted), 'Enrol in Units', 'Withdraw from Units', and 'Requisite Waiver'. The main content area features a blue header for 'Current Enrolments > Enrolment Details' and an 'Information' box stating: 'Listed below are the component study packages that you are currently enrolled in for your Study Plan.' Below this is a table with the following data:

Year	Study Period	Location	Component Study Package	Short Title	Credit Points
2022	Semester 1	Miri Sarawak Campus	BLAW1002	Markets and Legal Frameworks	25.000
2022	Semester 1	Miri Sarawak Campus	MGMT1003	Strategic Career Design	25.000
2022	Semester 1	Miri Sarawak Campus	MPU3113	Hubungan Etnik	0.000



## STEP 4

### Activate Student Webmail

“Please ensure that all communications with Curtin Malaysia are conducted using your **official student email** address (700012345@student.curtin.edu.my) to prevent the inadvertent disclosure of confidential information to unintended recipients.”

# How to activate my Student Webmail?

- ❖ Go to **Microsoft 365 Outlook** at [www.outlook.com](http://www.outlook.com).
- ❖ Your student email address is your **Curtin Malaysia campus student ID** followed by [@student.curtin.edu.my](mailto:@student.curtin.edu.my) (e.g.: [700012345@student.curtin.edu.my](mailto:700012345@student.curtin.edu.my)).
- ❖ Your first log in password is your date of birth in 6 digit format followed by the first 2 letters of your first name with the first letter being upper case and the second being lower case. (Name: John, password = **DDMMYYJo**).
- ❖ If you experience any issues logging in, please take a screenshot of the error and send it to the ICT Helpdesk at [it.helpdesk@curtin.edu.my](mailto:it.helpdesk@curtin.edu.my).
- ❖ Please ensure that you use or communicate with Curtin University (Malaysia) using your student email (700012345@student.curtin.edu.my) to avoid any confidential email sent to wrong recipients.





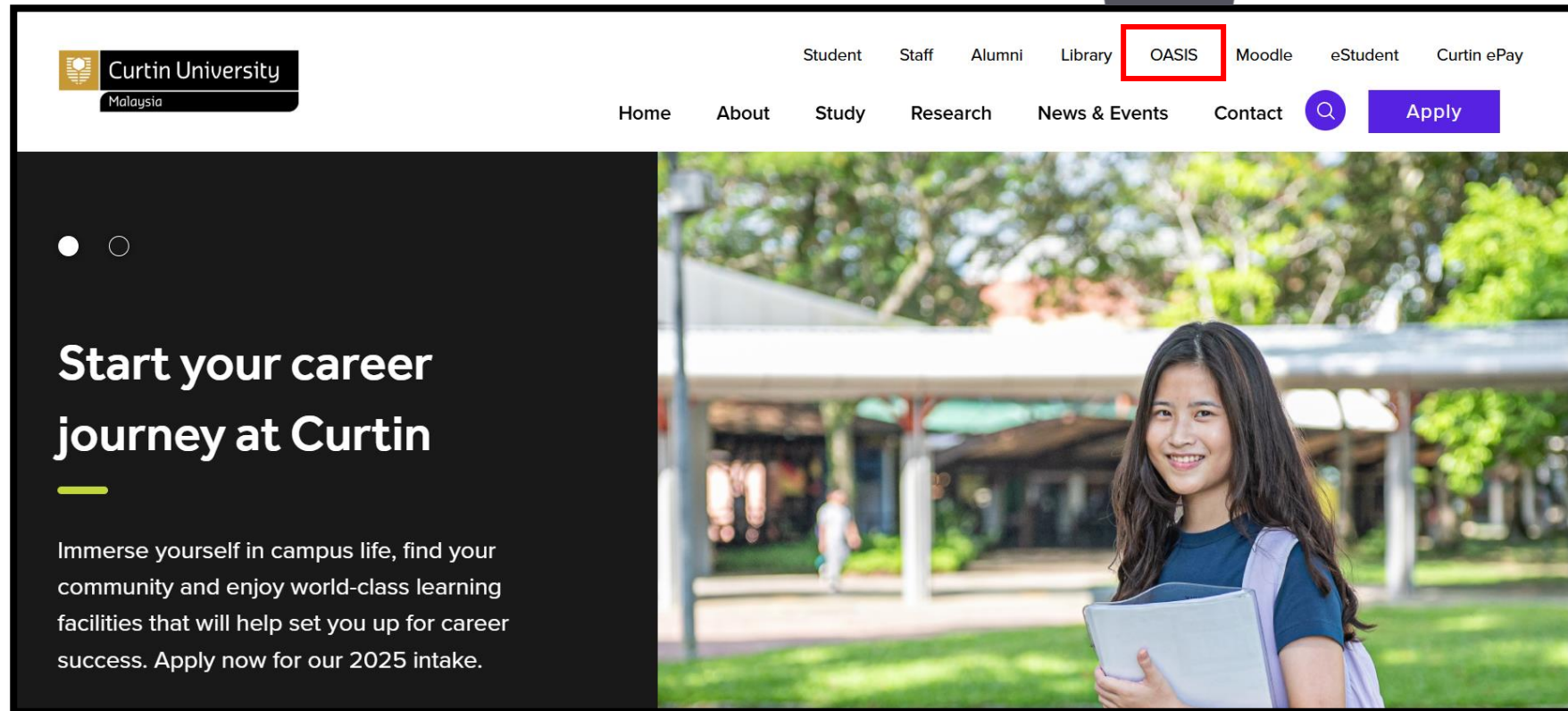
## STEP 5

### Activate Oasis Account

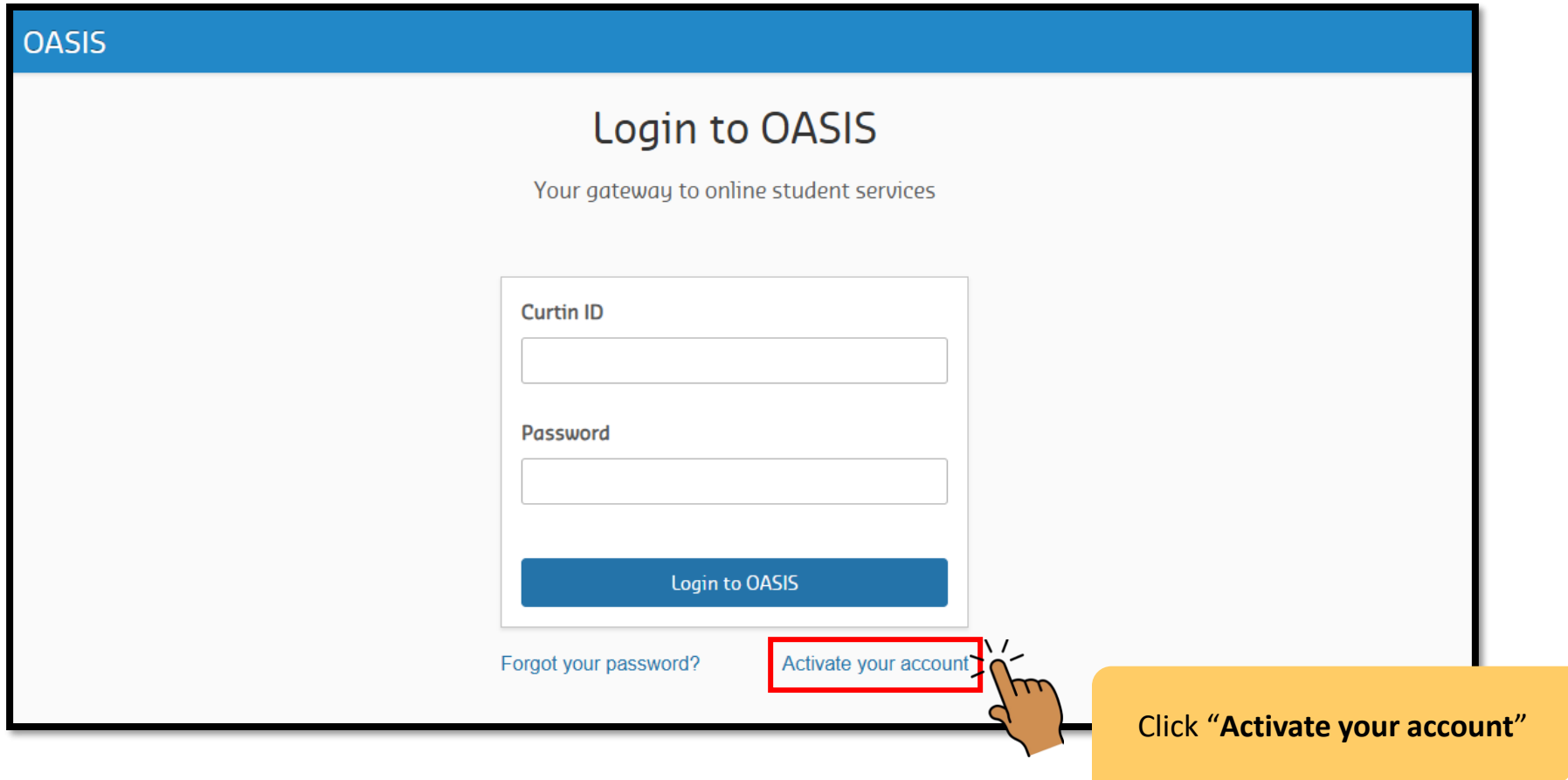
“Applicable for **Undergraduate** and **Postgraduate** Programs ONLY.”

# How to activate Oasis account?

- Visit the Curtin Malaysia website: [www.curtin.edu.my](http://www.curtin.edu.my)
- Click **Oasis** at the top side of the Curtin Malaysia homepage



# *How to activate Oasis account?*



OASIS

## Login to OASIS

Your gateway to online student services

Curtin ID

Password

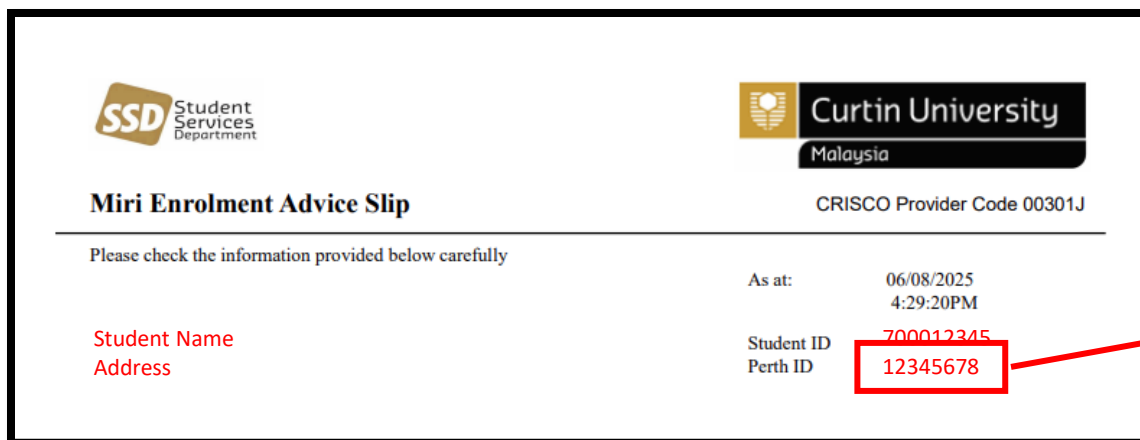
Login to OASIS

[Forgot your password?](#) [Activate your account](#)

Click "Activate your account"



# How to activate Oasis account?



SSD Student Services Department

Curtin University Malaysia

CRISCO Provider Code 00301J

**Miri Enrolment Advice Slip**

Please check the information provided below carefully

As at: 06/08/2025 4:29:20PM

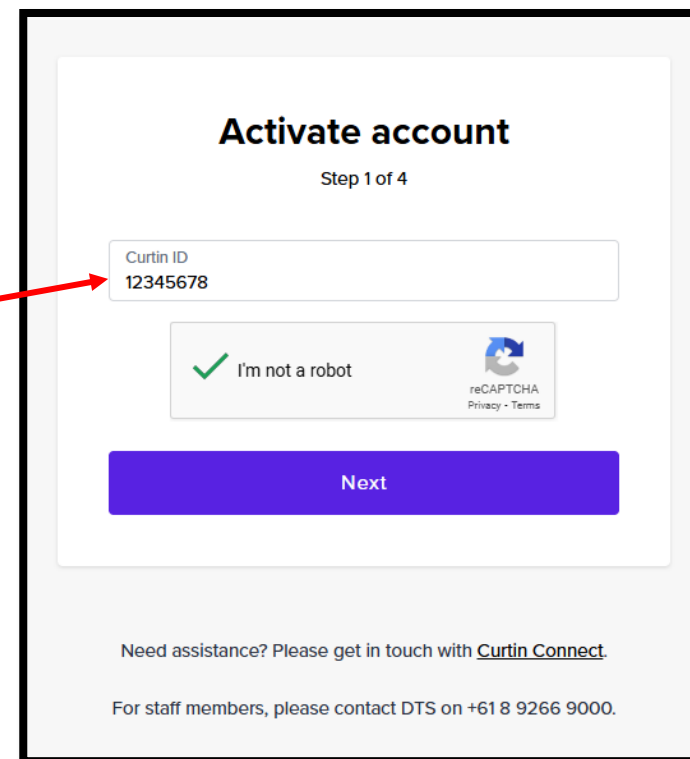
Student ID 700012345

Perth ID 12345678

Student Name

Address

1. Enter your Perth ID number, which stated on the Enrolment Advice slip (EAS). Refer to [Page 25](#) on how to generate EAS.
2. Tick the checkbox **"I'm not a robot"**.
3. Complete the verification activity as per instructions.
4. After a green tick appears next to **"I'm not a robot"**, click **"Next"**.



**Activate account**

Step 1 of 4

Curtin ID 12345678

☒ I'm not a robot

reCAPTCHA Privacy - Terms

**Next**

Need assistance? Please get in touch with [Curtin Connect](#).

For staff members, please contact DTS on +61 8 9266 9000.

# How to activate Oasis account?

Select whether you would like a password reset code sent to your mobile number or a link to be sent to your email, then click **"Next"**.

## Activate account

Step 2 of 4

?

You have 10 minutes to complete this process.

How do you want to activate your account?

☒ Send activation link to my personal email address  
(ta\*\*\*\*\*@gmail.com)

☐ Send secret code to my mobile phone (6011\*\*\*\*\*7)

If these details are incorrect, contact [Curtin Connect](#).

Next

If your contact details are incorrect or missing, please contact [Curtin Connect](#).

# *Information about Oasis*

- ✓ OASIS stands for **O**nline **A**ccess to **S**tudent **I**nformation **S**ervices – This is the central gateway to all of the services Curtin provides to you as a student.
- ✓ In OASIS you can complete key tasks, stay informed and be connected to your academic journey and your wider Curtin experience.
- ✓ It is a condition of your enrolment to access OASIS at least once a week to read messages from the **Official Communications** (OC).
- ✓ Students may be granted exemption from the requirement to access Oasis in exceptional circumstances only. Please check [www.oasis.curtin.edu.au](http://www.oasis.curtin.edu.au) for more information.
- ✓ For Undergraduate & Postgraduate students, official result will available in Oasis. As for Mata Pelajaran Umum (MPU), you may view the result only in Curtin Malaysia eStudent.

# OASIS

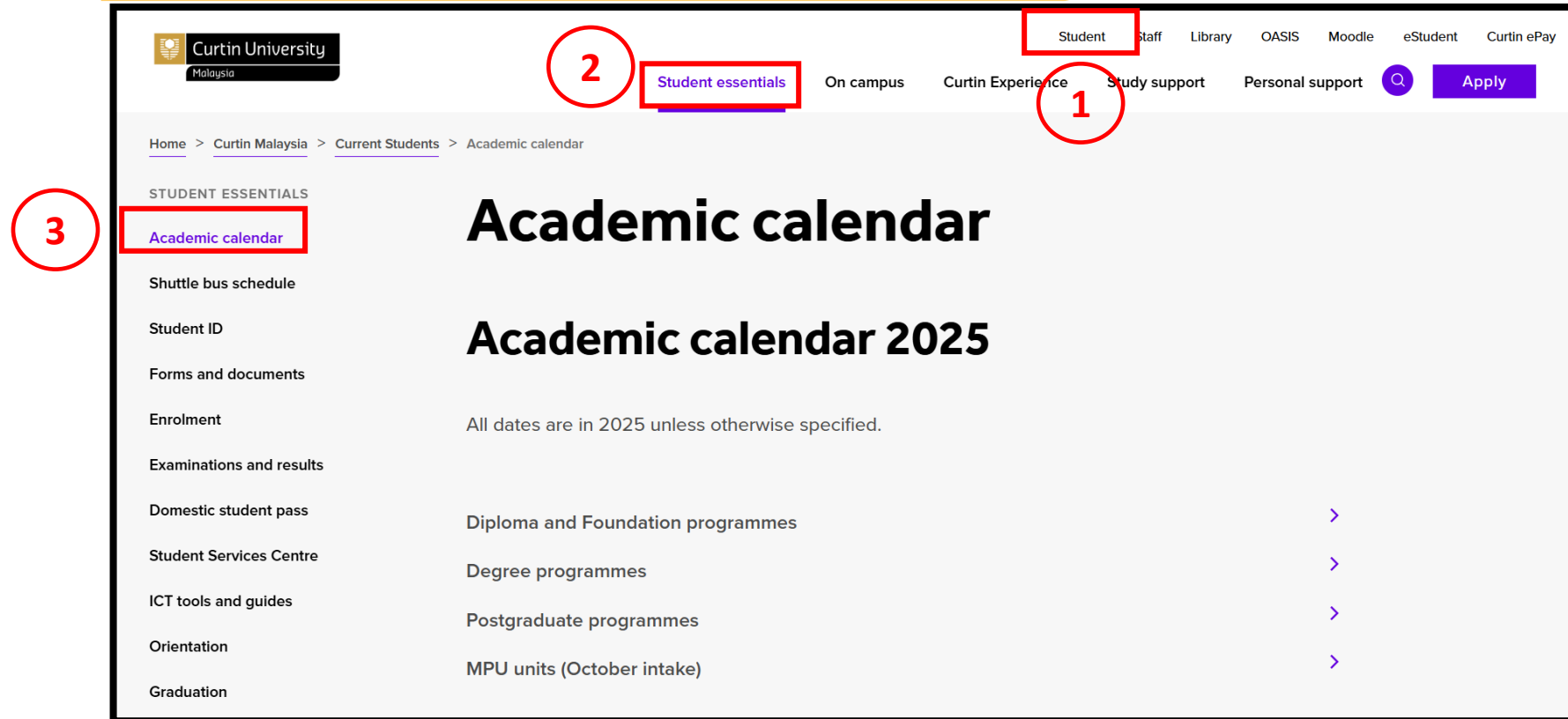
## STEP 6

### Academic Calendar

"Please take note of all **enrolment deadlines** that must be strictly adhered to. Always refer to the Academic Calendar for important dates relevant to each semester."

# Where to find Academic Calendar?

- Visit the Curtin Malaysia website: [www.curtin.edu.my](http://www.curtin.edu.my)
- Navigate to **Student > Student essentials > Academic Calendar**



The screenshot shows the Curtin University Malaysia website. The navigation bar at the top includes links for Student, Staff, Library, OASIS, Moodle, eStudent, and Curtin ePay. The 'Student' link is circled with a red circle and labeled '1'. Below the navigation bar, the 'Student essentials' link is highlighted with a red box and labeled '2'. In the left sidebar, the 'Academic calendar' link is highlighted with a red box and labeled '3'. The main content area displays the 'Academic calendar' title and 'Academic calendar 2025'. Below this, it states 'All dates are in 2025 unless otherwise specified.' and lists various programs with right-pointing chevrons: Diploma and Foundation programmes, Degree programmes, Postgraduate programmes, and MPU units (October intake).





# *Thank you*

Should you need further clarification and assistance, please feel free to reach us at:



[enrolment@curtin.edu.my](mailto:enrolment@curtin.edu.my)



+6 085 630 100 Ext: 2688/2691/2572

Make tomorrow better.