

# How to Apply to Curtin University, Malaysia (International Applicants)

1

## Gather your documents

- Copies of **ALL** your previous qualifications
  - Academic transcripts
  - Grading system descriptions (if any)
  - Award certificates
- English results (if any)
- A copy of your passport biodata page **OR** birth certificate **OR** national identity document

### Documents in a language other than English

If your qualification documents are issued in a language other than English, you must also provide a copy that has been translated to English and submitted by one of the following accepted authorities:

- an official and accredited translator
- a person of authority at the issuing institution.

### How to correctly scan your documents

- Scan the original document in colour.
- Scan the document upright and at its original size – cropped, tilted, skewed, distorted and / or incomplete will not be accepted.
- Digital photographs and scans from smartphone should be clear.
- If a document has more than one page, scan all pages – incomplete documents will not be accepted.
- If a document is larger than A4, scan the document in A4 sized portions without size reduction.
- If a document has markings or text on both sides of the document, include both sides.

### Important!

Intakes, deadlines and other important dates for our programs can be found at [Academic Calendar](#).

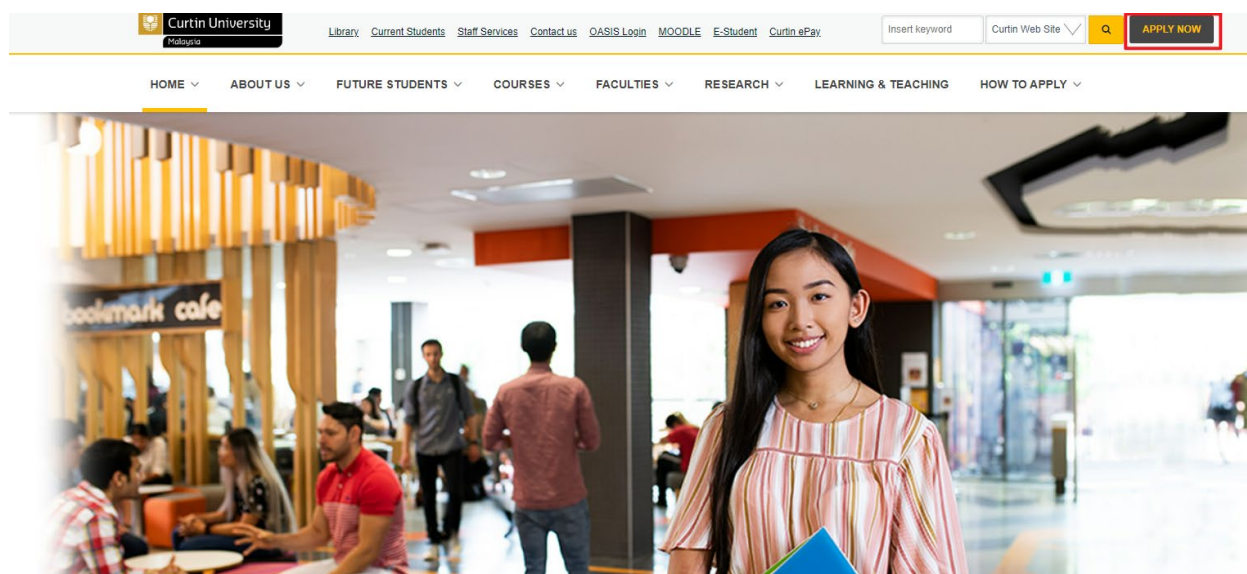


### Step 1:

Go to Curtin University, Malaysia main page > <https://www.curtin.edu.my/>.

### Step 2:

Click **Apply Now**.



### Step 3:

Click **Register and Apply**.

#### ARE YOU NEW?

If you do not have a user name and password you will need to register to apply for a course.

**1 Register**

Register yourself as a user. Once you have registered you will be given a user name and a password to allow you to log back in without identifying yourself over again.

**2 Apply**

After registering you can submit an application to study a course.

**Register and Apply**

#### Already registered?

If you have already registered or been issued with a user name and password enter them below:

User Name

Password

**Login**

[Forgot your password?](#)

#### Before you apply you'll need to know

- What you are going to study.
- Information about your qualifications (Copies of Transcripts, Certificates etc).
- What the entry requirements are.


[This site is best viewed in an updated browser software \(Internet Explorer 11.x or higher, Mozilla Firefox® 38.x or higher, Chrome 45.x or higher, or equivalent browser software\)](#)

#### What happens after you submit your application online

- You'll receive a confirmation email on completion of the online application process.
- You can monitor the progress of your application and upload supporting documentation using the user name and password emailed to you.
- You can continue to upload supporting documentation.
- We will assess the application and notify you of the outcome.

#### Step 4:

Complete all the details, especially the mandatory fields which are marked with \*.


Welcome Guest

You are applying online

1 Register
2 Select
3 Apply
4 Submit
5 Complete

Please provide some introductory details about yourself below. Once you have finished entering your details, use the 'Proceed with Registration' button provided at the bottom of the page to continue with your registration.  
\*Mandatory fields

#### Personal Details

Please provide your name, date of birth and gender. When specifying your name, at least one name (Given Name, Family Name or Previous Family Name) is required to be provided. Please ensure your formal name is per your IC/Passport.

Title

Given Name

Family Name

Formal Name

Date of Birth \*  Day  March  Year

Gender \*

#### Email & Phone Details

Please provide your current contact email and current contact phone details. The email address will be used to contact you with your username and password once you have been registered so please ensure you provide a valid email address.

Email Address \*

Confirm Email Address \*

Home Phone

Work Phone

Mobile Phone

FAX Number

#### Step 5:

Click **Proceed with Registration**.

Address Line 3   
City/Town \*   
State   
Postcode

#### Citizenship & Residency Details

Please indicate your current citizenship status.

☐ Malaysian Citizen  
☐ Overseas student

#### Cultural Details

Please provide your cultural and heritage details including the country in which you were born and the main language spoken at home.

Country of Birth \*

Main Language spoken at home \*

#### Disability Details

Please indicate any disabilities you may have even if you do not require assistance. Further information about available support can be provided on request.

Do you have a disability, impairment or long term medical condition?

Are you interested in information about disability support services, equipment and facilities?

Cancel
Proceed with Registration

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**Step 6:**

Continue by reviewing the Terms and Conditions, then tick the box to agree. Continue entering **Security Verification** within 90 seconds, then click **Proceed with Registration**.

Disability Details

Do you have a disability, impairment or long term medical condition? No

Update


Terms & Conditions

☒ I agree to the displayed

[Terms & Conditions](#)

Security Verification

Please enter the security code displayed in the image below in order to continue. If you are having difficulty reading the security code, click the 'Change security code' button to try a different code.

  
Please type the letters you see in this image.  
J76CQ3N

Go back to Personal Details

Cancel

Proceed with Registration

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### Step 7:

Now you have done with registration process. Check your inbox or junk mail for **User Account Details** email sent from **Web Guest** [admission.centre@curtin.edu.my](mailto:admission.centre@curtin.edu.my). However, your application process is not yet completed. Go back to the Application webpage. To continue with your application, click **Continue**.

Welcome to Curtin University Malaysia!

You have successfully registered to use Curtin's Online Application System (eApplication).

If you have received this email while you are still applying for a course, please continue with your application and ensure that you submit the application once you have completed.

Your Curtin Student ID (**User Name**) is: 7000-444,444  
Your Temporary **Password** is: 1234567890

#### How to activate your eStudent account:

1. Go to [eStudent](#)
2. Enter your **User Name** and **Password** and click **Log In**
3. Follow the instructions on the screen to activate.

After activating your **eStudent** account you will be able to:

- View and update your application(s)
- Monitor the status of your application(s)
- Apply for another course and set a preference
- Accept an offer
- Request to update your personal details



#### PLEASE NOTE:

1 Register
2 Select
3 Apply
4 Submit
5 Complete

You have been successfully registered as a user in our system

An email has been sent to [arrotte77@gmail.com](mailto:arrotte77@gmail.com) containing details of your new username and password. You will need this username and password the next time you wish to use the Curtin University Malaysia online application system. You are now ready to continue with your online application.

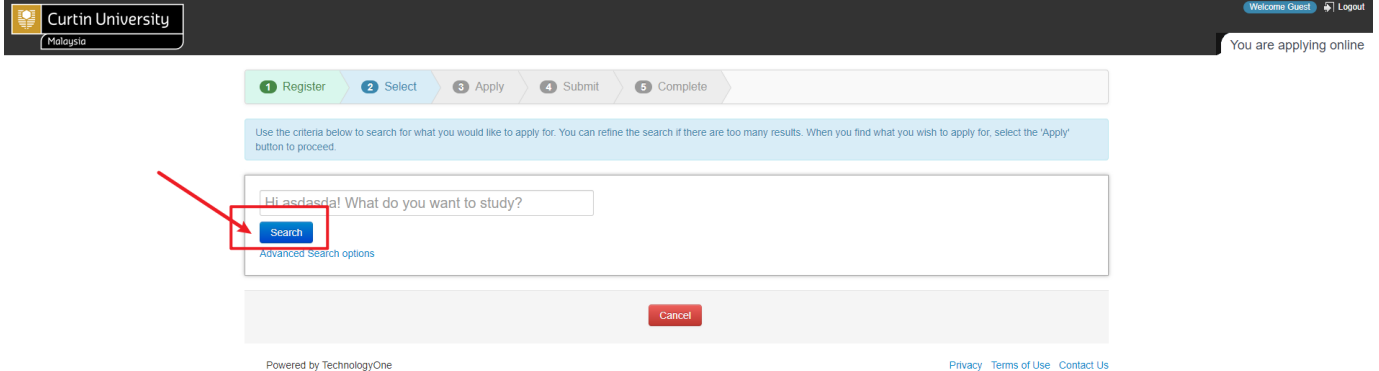
Click **Continue** to carry on with the application process.

Cancel
Continue

### Step 8:

Click **Search** to find a list of available courses.

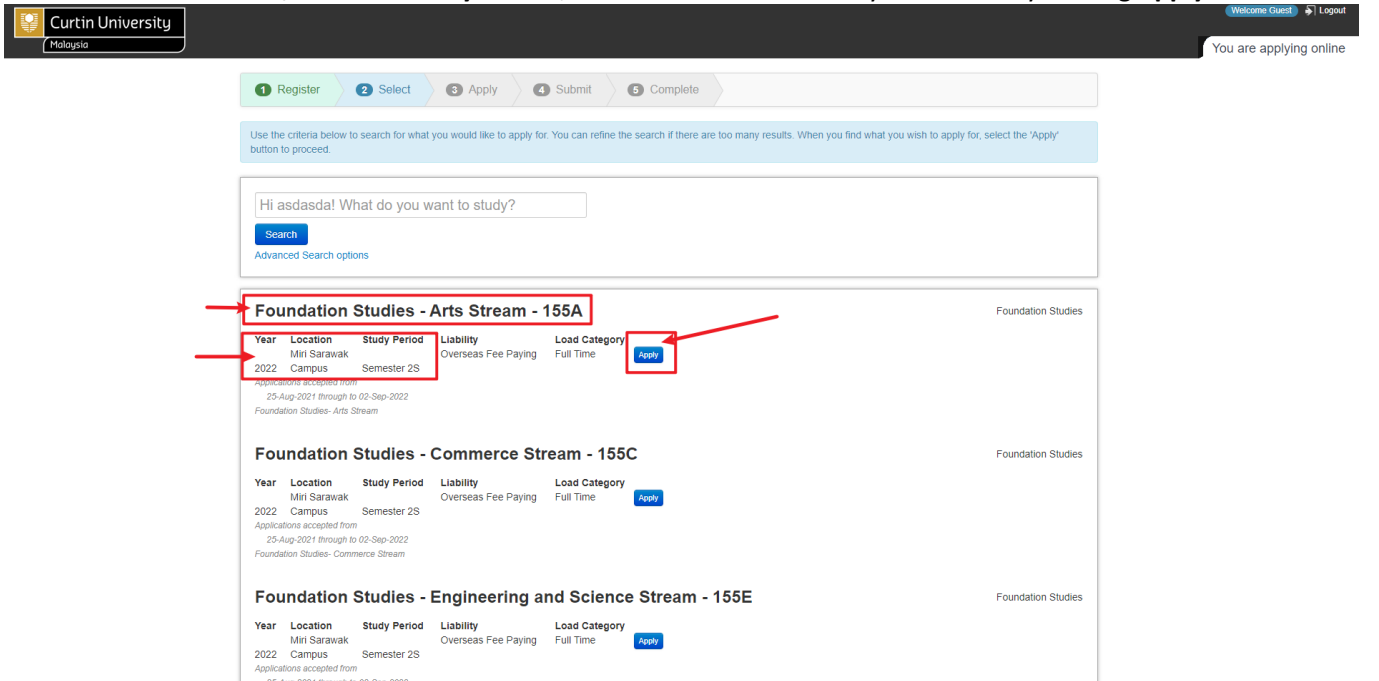


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### Step 9:

Check the **Course Title**, **Year** and **Study Period**, then select the course of your choice by clicking **Apply**.



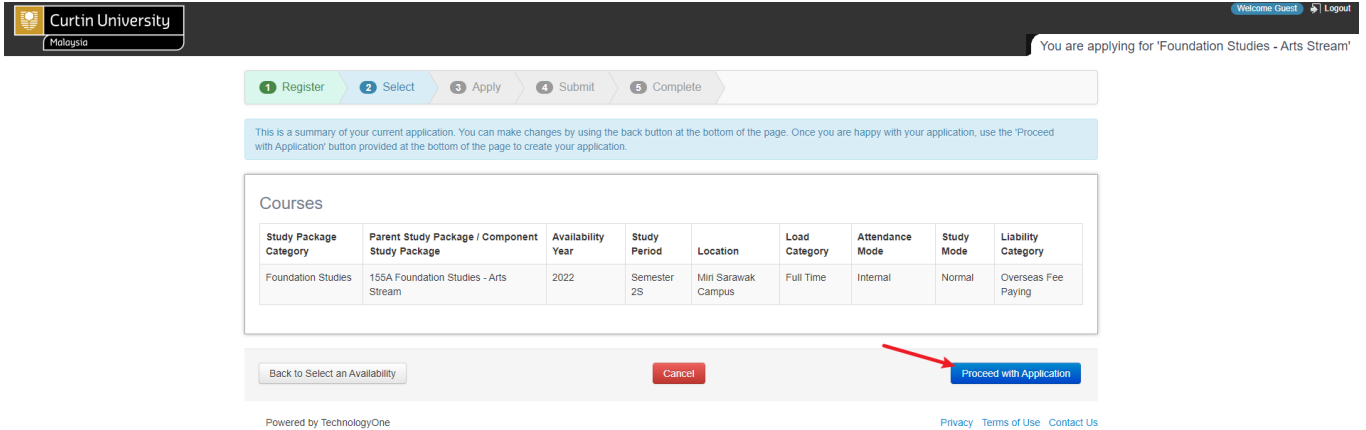
Year	Location	Study Period	Liability	Overseas Fee Paying	Load Category	Apply
2022	Miri Sarawak Campus	Semester 2S			Full Time	<a href="#">Apply</a>
<b>Foundation Studies - Commerce Stream - 155C</b> <small>Applications accepted from 25-Aug-2021 through to 02-Sep-2022</small> Foundation Studies- Commerce Stream						
2022	Miri Sarawak Campus	Semester 2S			Full Time	<a href="#">Apply</a>
<b>Foundation Studies - Engineering and Science Stream - 155E</b> <small>Applications accepted from 25-Aug-2021 through to 02-Sep-2022</small> Foundation Studies- Engineering and Science Stream						
2022	Miri Sarawak Campus	Semester 2S			Full Time	<a href="#">Apply</a>

### Important!

Intakes, deadlines and other important dates for our programs can be found at [Academic Calendar](#).

### Step 10:

Click **Proceed with Application**.



**Curtin University**  
Malaysia

Welcome Guest | Logout

You are applying for 'Foundation Studies - Arts Stream'

1 Register 2 Select 3 Apply 4 Submit 5 Complete

This is a summary of your current application. You can make changes by using the back button at the bottom of the page. Once you are happy with your application, use the 'Proceed with Application' button provided at the bottom of the page to create your application.

Study Package Category	Parent Study Package / Component Study Package	Availability Year	Study Period	Location	Load Category	Attendance Mode	Study Mode	Liability Category
Foundation Studies	155A Foundation Studies - Arts Stream	2022	Semester 2S	Miri Sarawak Campus	Full Time	Internal	Normal	Overseas Fee Paying

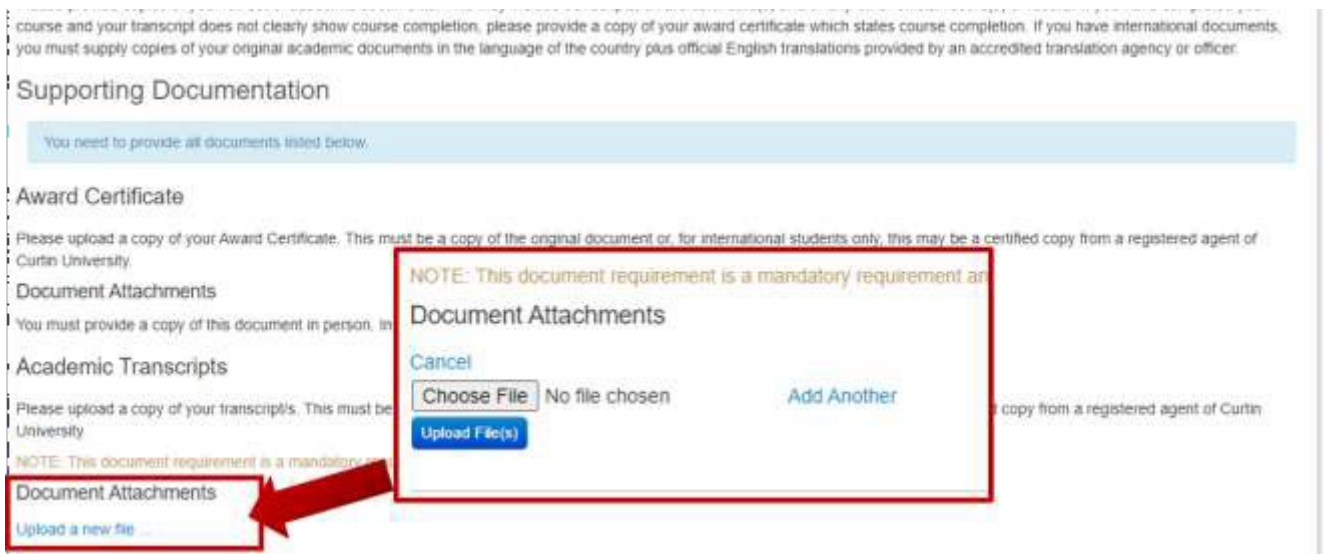
Back to Select an Availability Cancel Proceed with Application

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### Step 11:

Attach all necessary files (refer to pg. 1 for requested documents) by clicking **Upload a new file...**

To continue, click **Choose File**, then click **Upload File(s)**. To upload additional files, simply click **Add Another**, and repeat the steps.



course and your transcript does not clearly show course completion, please provide a copy of your award certificate which states course completion. If you have international documents, you must supply copies of your original academic documents in the language of the country plus official English translations provided by an accredited translation agency or officer.

### Supporting Documentation

You need to provide all documents listed below.

#### Award Certificate

Please upload a copy of your Award Certificate. This must be a copy of the original document or, for international students only, this may be a certified copy from a registered agent of Curtin University.

#### Document Attachments

You must provide a copy of this document in person. In person, you must provide a copy of this document in person. In person, you must provide a copy of this document in person.

#### Academic Transcripts

Please upload a copy of your transcript/s. This must be a copy of the original document or, for international students only, this may be a certified copy from a registered agent of Curtin University.

NOTE: This document requirement is a mandatory requirement and must be provided in person.

#### Document Attachments

Upload a new file...

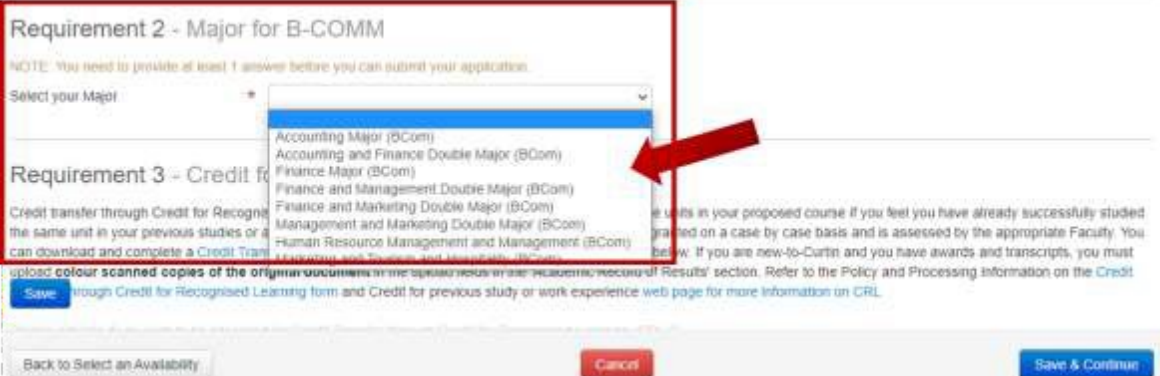
NOTE: This document requirement is a mandatory requirement and must be provided in person.

Document Attachments

Cancel Choose File No file chosen Add Another Upload File(s)

### Step 12:

If your course contains majors, e.g. Bachelor of Commerce, Bachelor of Communications, Bachelor of Engineering and Bachelor of Computing, click **Select Your Major** to choose your major. Your application is deemed incomplete without selecting your major.



**Requirement 2 - Major for B-COMM**

NOTE: You need to provide at least 1 answer before you can submit your application.

Select your Major \*

- Accounting Major (BCom)
- Accounting and Finance Double Major (BCom)
- Finance Major (BCom)
- Finance and Management Double Major (BCom)
- Finance and Marketing Double Major (BCom)
- Management and Marketing Double Major (BCom)
- Human Resource Management and Management (BCom)

**Requirement 3 - Credit for Recognition**

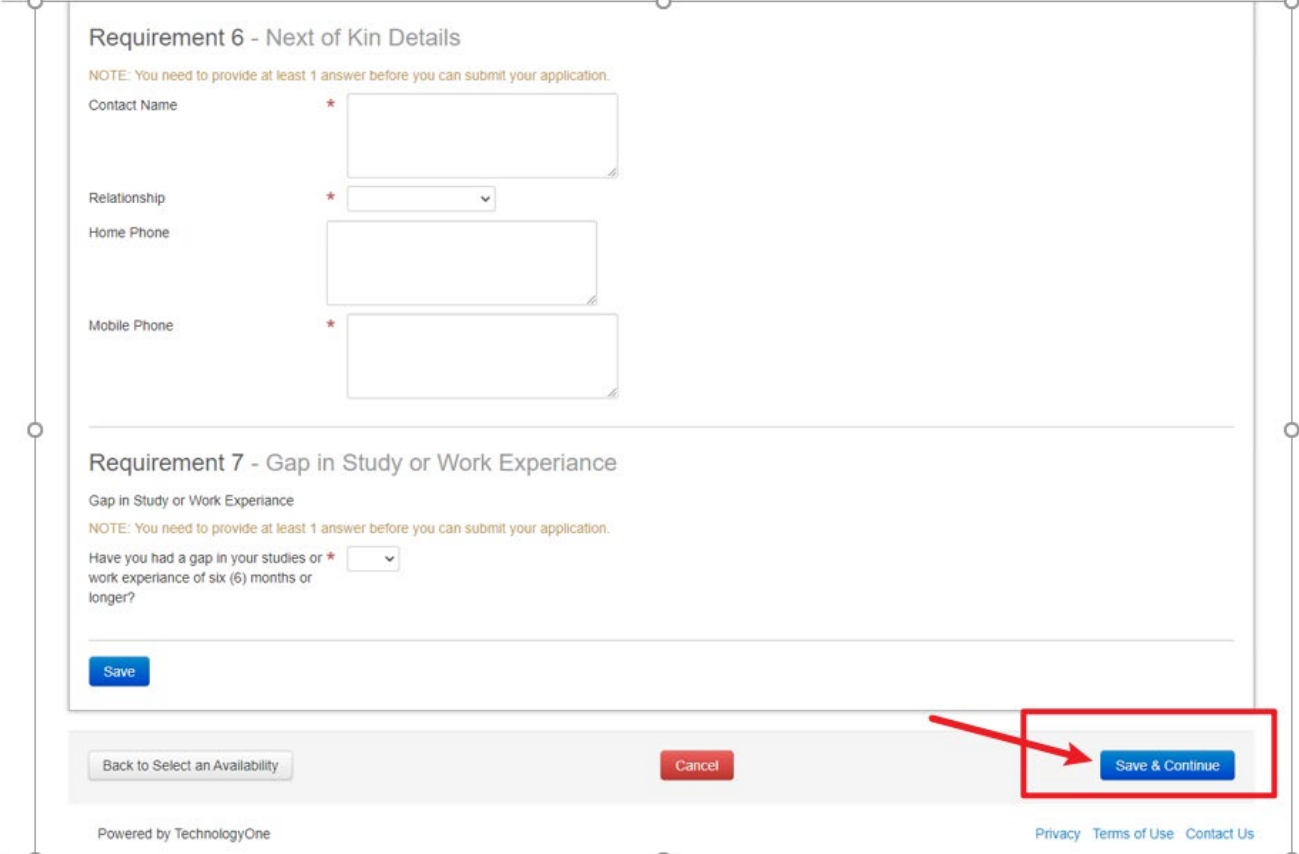
Credit transfer through Credit for Recognition is available for students who have successfully completed the same unit in your previous studies or a similar unit in a different institution. You can download and complete a Credit Transfer form and submit it to the relevant faculty. You must upload colour scanned copies of the original documents in the appropriate section of the 'Results' section. Refer to the Policy and Processing Information on the Credit Transfer page for more information on CRL.

Save

Back to Select an Availability Cancel Save & Continue

### Step 13:

Complete all the details, especially the mandatory fields which are marked with \*, then click **Save & Continue**.



**Requirement 6 - Next of Kin Details**

NOTE: You need to provide at least 1 answer before you can submit your application.

Contact Name \*

Relationship \*

Home Phone

Mobile Phone \*

**Requirement 7 - Gap in Study or Work Experience**

Gap in Study or Work Experience

NOTE: You need to provide at least 1 answer before you can submit your application.

Have you had a gap in your studies or work experience of six (6) months or longer? \*

Save

Back to Select an Availability Cancel Save & Continue

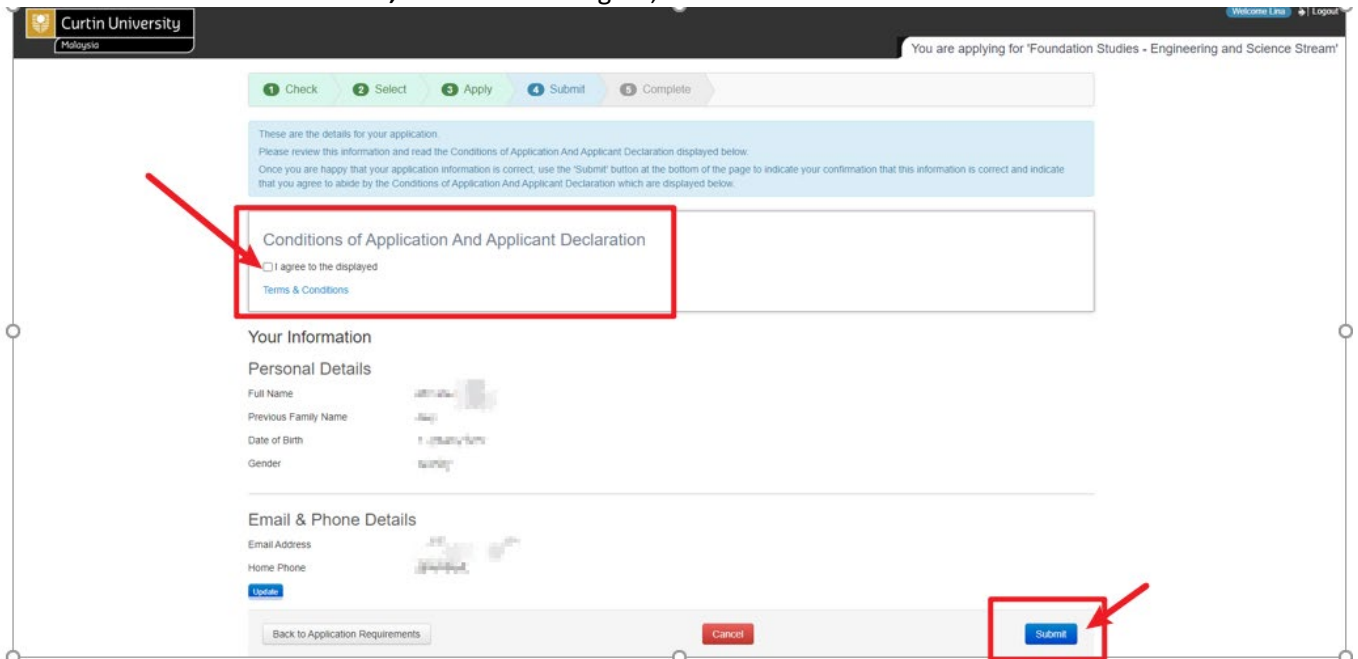
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### Step 14:

Review the **Terms & Conditions**, tick the box to agree, and click **Submit**



**Curtin University** Malaysia

You are applying for 'Foundation Studies - Engineering and Science Stream'

1 Check 2 Select 3 Apply 4 Submit 5 Complete

These are the details for your application.  
Please review this information and read the Conditions of Application And Applicant Declaration displayed below.  
Once you are happy that your application information is correct, use the 'Submit' button at the bottom of the page to indicate your confirmation that this information is correct and indicate that you agree to abide by the Conditions of Application And Applicant Declaration which are displayed below.

**Conditions of Application And Applicant Declaration**  
☐ I agree to the displayed Terms & Conditions

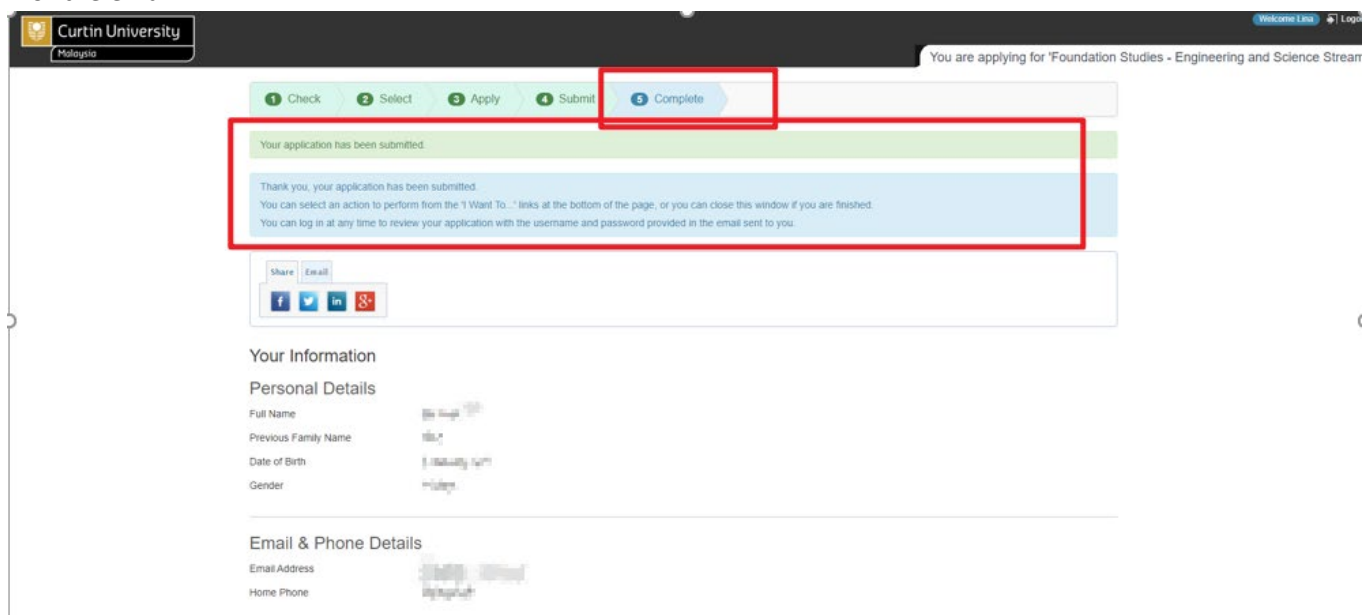
**Your Information**  
**Personal Details**  
Full Name  
Previous Family Name  
Date of Birth  
Gender

**Email & Phone Details**  
Email Address  
Home Phone  
[Update](#)

[Back to Application Requirements](#) [Cancel](#) [Submit](#)

### Step 15:

If your application is complete, you will see the messages below, and receive an **Application Confirmation email** from Web Guest [admission.centre@curtin.edu.my](mailto:admission.centre@curtin.edu.my). Check your inbox or junk mail for the email.



**Curtin University** Malaysia

You are applying for 'Foundation Studies - Engineering and Science Stream'

1 Check 2 Select 3 Apply 4 Submit 5 Complete

Your application has been submitted.

Thank you, your application has been submitted.  
You can select an action to perform from the 'I Want To...' links at the bottom of the page, or you can close this window if you are finished.  
You can log in at any time to review your application with the username and password provided in the email sent to you.

[Share](#) [Email](#)  
[f](#) [t](#) [in](#) [g+](#)

**Your Information**  
**Personal Details**  
Full Name  
Previous Family Name  
Date of Birth  
Gender

**Email & Phone Details**  
Email Address  
Home Phone

## When will I know if I have been accepted to study at Curtin University, Malaysia?

Successful applicants will be sent a Letter of Offer. Check your inbox or junk mail for any correspondence from us. We aim to make offers within 3 working days if your supporting documents are complete, although there can be delays where documents are incomplete, credit/exemption is sought for previous study, further checks are required or during peak periods. It can take up to 5 days or more to process your application if you seek credit/exemptions.

We have a global network of registered agents who can help you apply for a course at Curtin University.

When you use the services of a Curtin registered agent, the agent will lodge an application to Curtin on your behalf. Your agent can answer any questions you may have throughout the application process and can also provide information on Curtin's courses, admission criteria, arranging a student visa and scholarships.

Meet a [Curtin representative](#) in your country to find out more about Curtin University, Malaysia and courses.

If you have not received a response within 7 working days, please contact your agent or email [intl.admissions@curtin.edu.my](mailto:intl.admissions@curtin.edu.my) if you applied without an agent.

## Activate your eStudent account

1. Go to [eStudent](#).
2. Enter your User Name and Password and click Log In (refer to Step 10 on pg. 7).  
*Please note: Do not copy and paste the temporary password from the email as our system does not read copy-paste data. Type the password.*  
*Your User Name 7000xxxxx is also your Curtin Student ID number, which will be used by Curtin staff to identify your application(s).*
3. Follow the instructions to activate your eStudent account.

After activating your eStudent account you will be able to:

- ✓ View and update your application(s) Monitor the status of your application(s)
- ✓ Apply for another course and set a preference
- ✓ Accept an offer
- ✓ Request to update your personal details

If you encounter any problem in the process, take a screenshot of the error and send it to [intl.admissions@curtin.edu.my](mailto:intl.admissions@curtin.edu.my) so that the issue can be resolved.