



My Offers:

HOW TO ACCEPT OR DEFER YOUR OFFER ONLINE (HE & UNILINK)

STUDENT HELP GUIDE

How to accept your offer

- Log in to [My Offers](#) with your Student ID and password. You can find these on your offer letter.
- Click **Respond to offer** for the offer you wish to accept.

Offers

Information
Listed below are the Offer details we have recorded for you.
To accept, decline, defer, or view an offer's details, please select the relevant option below.

Need help? View the [Help Guide - Offers](#) or search our [Student FAQ's](#) (Ask George)

Next Step: Go to the 'My Enrolment' tab

Application: [redacted]

Application Status: Finalised
Submission Date: 04-Jun-2018

Title	Description	Offer Status	Information	Offer Lapse Date	Conditions
FNS40215 - Certificate IV in Bookkeeping	Study Period and Location: 2018 VET Jul Intake Hawthorn Load Category: Part Time Attendance Mode: Online or Electronic Study Mode: Default Preference: 1	Awaiting Response		08-Jul-2018	No

Respond to offer

- Review the details of your offer, then click **Accept**.

Offer

Information
Listed below are details of your offer.

Title: DP-ARTCOM - Diploma of Arts and Communication (UnLink)
Description: 2019 Pathways Intake 1 Hawthorn
Application Id: [redacted]
Owning Org Unit: Pathways & Vocational Education
Load Category: Full Time
Liability Category: HED Commonwealth Support Place
Attendance Mode: Classroom based
Study Mode: Default
Preference: 1
Offer Status: Awaiting Response
Offer Lapse Date: 2/24/2019
Enrolment Lapse Date: 2/24/2019
Offer Created Date: 10/29/2018
Application Status: Finalised
Application Date: 10/17/2018
Credit: VET Award course

Accept Defer Close

A confirmation message will appear to let you know you have successfully accepted your offer.

You are now ready to enrol in your units. Refer to our ['How to enrol in units' help guide](#) for further information.

How to defer your offer

- Log in to [My Offers](#) with your Student ID and password. You can find these on your offer letter.
- Click **Respond to offer** for the offer you wish to defer.

The screenshot shows the 'Offers' section of the My Offers portal. At the top, there is a navigation bar with links like 'My Details', 'Applications', 'Offers', etc. Below this, there is an 'Information' box with instructions. The main content area shows an application status of 'Finalised' and a table of offers. The 'Respond to offer' button for the first offer is circled in red.

Title	Description	Offer Status	Information	Offer Lapse Date	Conditions
FNS40215 - Certificate IV in Bookkeeping	Study Period and Location: 2016 VET Jul Intake Hawthorn Load Category: Part Time Attendance Mode: Online or Electronic Study Mode: Default Preference: 1	Awaiting Response		08-Jul-2016	No

- Click **Defer**.

The screenshot shows a horizontal bar with three buttons: 'Decline', 'Defer', and 'Close'. The 'Defer' button is circled in red.

- Enter your deferral details (defer year and study period).
- Click **Continue**.

The screenshot shows a horizontal bar with a 'Continue' button circled in red, and a 'Return to Offers Overview' button.

A confirmation message will appear stating that your deferral has been successful.

NOTE:

If you have already accepted your offer and wish to defer, submit your request to domadmit@swin.edu.au
If you are an international student, visit [our website](#) for assistance.

Need more help?

Contact the Future Student Enquiries team:

📞 1300 794 628 (option 2)

✉️ offer@swinburne.edu.au