Congratulations on gaining a place in the USC Integrated Learning Engineering (ILE) program. Follow the 4 easy steps to get started with your study at USC.

WELCOME TO USC

STEP ONE

USC online services

While studying with us at USC, there are three online services that you will be able to access using the Username and the initial Password provided in your USC letter of offer.

You need to become familiar with these services to manage your progress and support your studies:

USCCentral
This is where you view your enrolment, provide and amend your personal/contact details, finances (fees), grades (results), class timetable and examination schedule. http://usccentral.usc.edu.au

USC Portal (Blackboard)
After you have confirmed your enrolment in USCCentral you will have access to the Blackboard Learning Management System, course information, study tools, Training Station, email, change your password and other useful resources. https://online.usc.edu.au

Student USC Mail
This is where academic and administrative staff communicate important information to you. You are required to check your student email account at least once a week.

STEP TWO

Get online at USC

At USC you manage your enrolment online, via USCCentral.

How to log in to USCCentral
Use your Username and initial Password and follow the instructions below to log in to USCCentral and confirm your enrolment. You can access USCCentral at: http://usccentral.usc.edu.au

To login:
• Enter your Username and Password
• Click Sign In

Your Student Centre will now be displayed. In your Student Centre you are able to:
• Confirm that you have been enrolled
• View and print your class schedule
• View and check your fees and print your invoice
• Maintain your personal contact details
• View your grades (results)
• View your examination schedule
• Change the initial password provided in your letter of offer, via USC Portal (Blackboard) at https://online.usc.edu.au

Help with using USCCentral is available at:
Online: http://online.usc.edu.au
Email: usccentral@usc.edu.au
Telephone: 07 5430 2890
In person: Student Administration, Student Central, Ground Floor, Building C

STEP THREE

Access your USC student email

Each student has a Student USC email account which the university uses to communicate with you. You are required to check your Student USC Mail account at least once a week for official correspondence and information.

Go to www.usc.edu.au
• Hover over the login button.
  Click USC Mail (Students). This will take you to Outlook Live.
• In the Windows Live ID field enter the email address from your USC letter of offer and enter your password.

Note: The initial password should be changed after you have checked your enrolment, refer to Step 2.

Contact your ILE instructor if you have any questions regarding your participation in the program and class enrolment.

For issues with accessing USC services online or on campus, please contact Student Administration:
Email: studentadministration@usc.edu.au
Telephone: 07 5430 2890
In person: Student Administration, Student Central, Ground Floor, Building C
Web: www.usc.edu.au/ILE

STEP FOUR

Student fees and identification

Fees for the ILE program are paid in a variety of ways. Students must pay their fees for ILE program by following the steps at www.usc.edu.au/payfees to generate an invoice and pay by the fees due date.

Note: Students will be advised if their program has alternative payment methods.

As a USC student you are eligible for a USC Student ID Card. Your ILE instructor will organise your ID cards.

HAVE QUESTIONS?

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University of the Sunshine Coast
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