

Class Enrolment via Student Management System

The Student Management System allows you to self-enrol into your course units. Please note that only eligible units for your course will be made available. CHC Student Administration will

- When you have selected a subject(s), the class list will appear at the bottom of the screen. Tick the class you want to enrol in (if available online and on campus options will show along with any tutorial options).



- Click the **button** located on the left-hand side of the screen.
- Repeat steps 2 to 4 for your remaining unit selections.
- Please note that you are able to unenroll yourself from a unit and re-select another. If you have difficulty removing a unit, please contact your Course Coordinator directly via email as soon as possible. They will be able to reverse your selection and assist you to enrol in an alternative unit if required.