



Step 1: Log in to WES as a current student – <https://my.monash.edu/wes>

Step 2: On the WES home page, click 'Enrolment / Re-enrolment'.

my monash Welcome [Name] to the WES

You are currently logged in as a staff member

Web Enrolment System

Enrolment / Re-Enrolment

Enrolment / Re-Enrolment

- Enrolment / Re-enrolment** (highlighted with a red box)
- Research enrolment summary
- Intermission
- Deferment
- Course discontinuation
- Commonwealth Assistance Notice (CAN)**
Only for students with CSP, HECS-HELP, FEE-HELP or SA-HELP
- Credit (advanced standing)
- Enrolments website

Fees / Scholarships

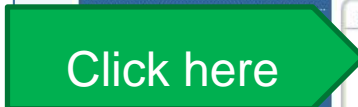
- Fee statements
Includes your payment records
- Make a payment
- Fee payment plan request
- Refund
- Fees website
- Scholarship - respond to your offer
- Scholarship - view your response
- Scholarship - Centrelink Customer Reference Number (CRN)
Consent and amendment form
- Scholarship payment details
- Scholarships website

Student Services

- Submit your photo for an ID Card
- Purchase a student letter
- Purchase an official academic record - paper
- Purchase an official academic record - digital
- Domestic transport concession form
Including Australia Award students
- International student travel concession code (iUSEpass)
- Student letters - view your requests
- Overseas Student Health Cover (OSHC)
- Address update
- Monash Connect

Course Progression

- Unofficial academic record
Results, GPA and WAM
- Exam timetable
- Exams website
- Deferred exam applications
- Special consideration status
- Off Campus Learning (OCL) exams website
- OCL - Nominate your exam venue
- OCL - Nominate a Special Local Invigilator (SLI)
- Graduation application
- Graduation - update your details
- Graduation documents
For in absentia applications



Step 3: Accept the Student Acknowledgment by clicking 'I Agree'.

NOTE: This will not apply to all students. If you are not prompted to agree to the acknowledgment, proceed to Step 4.

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Enrolment Access Dates

WES Guides

Monash Links

my.monash

Allocate+ (Class Allocation)

Class timetable (prev. MUTTS)

Moodle

Web Enrolment System

Student Acknowledgement, Agreement and Consent

- I have read the University's student data protection and privacy collection statement. Note: If enrolling at Monash University Indonesia - I acknowledge that my personal data is being used for the purpose of facilitating my enrolment to the course/s outlined in this agreement only.
- If tuition fees are paid by an organisation registered with Monash University as a sponsor, I authorise the University to release fee and academic progress information to my sponsor, including via electronic means.
- If under 18 years of age, I authorise the University to release academic progress information to my Monash University-approved caregiver.
- I agree to be bound by the Student Charter, the University regulations, and policies, procedures and schedules of the University that apply to the University's students, as amended from time to time, and I agree to pay all fees, levies and charges directly arising from my enrolment.
- I consent to receiving electronically, information and business documents relating to my enrolment from the University and from University-owned companies that provide support services to students on behalf of the University.
- I agree to access the correspondence of my Monash University student email account on a regular basis.

I Agree (highlighted with a red box) Don't Agree





Step 4: Click on the 'Enrolment' heading, in the last box of the table.

my monash Welcome _____, to the Web Enrolment System.

[my.monash](#) | [WES home](#) | [Email Faculty](#) | [Ask a question](#)

You are currently logged in as a staff member

Web Enrolment System	Web Enrolment System														
Enrolment / Re-Enrolment	<p>✓ Check Faculty and Course requirements before enrolling. It is your responsibility to ensure your enrolment complies with course requirements. Arrange a meeting with your Course Adviser if you are unsure.</p>														
Fees / Scholarships	<p>✓ New to Monash Questionnaire - help us support your journey at Monash. (Note: please complete the questionnaire after you've completed all other enrolment steps)</p>														
Student Services	<p>Enrolment Summary:</p> <table border="1"> <thead> <tr> <th></th> <th>Module</th> </tr> </thead> <tbody> <tr> <td>Postal Address Emergency Contact Details Mailing Name Format</td> <td></td> </tr> <tr> <td>Your address details and mobile number must to be up to date. For new students, this is part of Get Started - Enrolment: Register details</td> <td>Click here for help</td> </tr> <tr> <td>Enrolment Questionnaire Your citizenship status, residency, education qualifications and disability information. For new students, this is part of Get Started - Enrolment: Register details</td> <td>Click here for help</td> </tr> <tr> <td>Unique Student Identifier <input type="text"/> A USI is your individual education number for life. If you are involved in either nationally recognised training or higher education study, you need a USI to receive Commonwealth financial assistance and to get your qualification or statement of attainment.</td> <td>Click here for help</td> </tr> <tr> <td>Student Services and Amenities Fee Your Student Services and Amenities Fee payment options and information. For new students, this is part of Get Started - Enrolment: Register details</td> <td>Click here for help</td> </tr> <tr> <td>Enrolment Your unit enrolment. For new students, take a look at Get Started - Enrolment: Plan your course and Enrol in units. Once you have received your 'U' transaction number you have successfully accepted your offer and enrolled in your course.</td> <td>Click here for help</td> </tr> </tbody> </table>		Module	Postal Address Emergency Contact Details Mailing Name Format		Your address details and mobile number must to be up to date. For new students, this is part of Get Started - Enrolment: Register details	Click here for help	Enrolment Questionnaire Your citizenship status, residency, education qualifications and disability information. For new students, this is part of Get Started - Enrolment: Register details	Click here for help	Unique Student Identifier <input type="text"/> A USI is your individual education number for life. If you are involved in either nationally recognised training or higher education study, you need a USI to receive Commonwealth financial assistance and to get your qualification or statement of attainment.	Click here for help	Student Services and Amenities Fee Your Student Services and Amenities Fee payment options and information. For new students, this is part of Get Started - Enrolment: Register details	Click here for help	Enrolment Your unit enrolment. For new students, take a look at Get Started - Enrolment: Plan your course and Enrol in units . Once you have received your 'U' transaction number you have successfully accepted your offer and enrolled in your course.	Click here for help
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Click here

NOTE: If this shows 'INCOMPLETE' please select the link 'Click here for help'. If you require further assistance please contact [Monash Connect](#).

NOTE: If you have not paid your SSAF or have an encumbrance on your record you will not be able to re-enrol. Please contact [Monash Connect](#) on +61 3 9902 6011 for advice on how to proceed.



Step 5: At the bottom of the page, click 'I would like to re-enrol into my research for 2026.' This will finalise your re-enrolment.

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✓ Check [Faculty and Course](#) requirements before enrolling. It is your responsibility to ensure your enrolment complies with course requirements. Arrange a meeting with your Course Adviser if you are unsure.

Enrolment Summary

Course: Doctor of Philosophy (0020)

Commonwealth Higher Education Student Support Number (CHESSN):

Campus:

Academic Unit:

Research commencement date:

Thesis Title:

Thesis Status:

Supervisor:

Supervisor:

Milestone Type: CONFIRMATION

Milestone Type: PROGRESS REVIEW

Milestone Type: FINAL REVIEW

Scholarship Description: RTP - FULL TIME STIPEND WITH FEE OFFSET

If the details above are incorrect, please contact: mgro-candidature@monash.edu

For information regarding Faculty/Departmental Tuition Scholarships or Sponsorships please contact your Faculty/Department.

If you would like additional information to support your HDR enrolment such as Graduate Research forms (i.e. **this includes Changes to Thesis Title and/or Project, Change of Supervision, Changes to Enrolment/Scholarship**), handbooks and policies, MGRO FAQs, Scholarship information and Examinations please go to <https://gradresearchforms.apps.monash.edu/>

Note: Please re-enrol now even if you have submitted a change of candidature form. Do not wait for your candidature details to be updated before re-enrolling

Re-enrolment for 2025

To re-enrol into your research, please click the button below. You may also be required to select coursework units that comply with your course requirements. Once units are selected, you need to complete the [Adding or Discontinuing Coursework Units Form](#) and submit the form to your Faculty Graduate Research Office for processing. After the transaction is complete an on-screen transaction number will be displayed and a transaction email will be sent to your student email account. Once you have re-enrolled, the re-enrolment button will no longer appear until the following re-enrolment period.

Click here