Authorised University of Melbourne education agents may submit Start Year 2026 conditional CoE requests based on the indicators below. Authorised agents are responsible for assessing applicant eligibility as per the criteria outlined in the **UG Conditional CoE Guide for Representatives**.

Closing date for requests: **30 September 2025**

Student ID:	
Full name:	
Course:	

Eligibility

A course offer and conditional COE can be issued if they meet the following criteria:

Checked:	Requirement:
	The applicant has received a conditional course offer for Start Year 2026, following completion of one of the approved qualifications: - UK A Level (Cambridge International, AQA, OCR, Pearson/ Edexcel, WJEC, or Eduqas A Levels), or - Singapore A Level, or - International Baccalaureate Diploma (IB)
	The applicant has met the Conditional CoE academic entry requirements as outlined in the Conditional CoE Guide for Representatives.
	The applicant has met the English language requirements or has the required predicted score in an approved secondary school English subject. Where applicable, the applicant must have satisfied the Genuine Student (GS) requirement.
	I have counselled the applicant to ensure that they clearly understand the implications of not meeting the offer conditions – that is, that the CoE and student visa will be cancelled, and payment will be refunded.
	I will assist the applicant to submit the tuition fee deposit and OSHC payment and complete the acceptance agreement by no later than the indicated offer lapse date.
	I will upload the certified copy of the official final transcript and evidence of course completion directly to the student's online application record, by no later than the indicated result submission date.

Declaration

I am satisfied that the applicant has demonstrated that they are eligible for a conditional CoE.

Agent's name and signature:	
Date:	