

# MICROCREDENTIALS HOW TO APPLY: STEP BY STEP GUIDE

**1** To apply, you first need to register to our [Online Application Service](#)



**2** Under **SELECT A PROGRAM** search "Bond Experience"

## SELECT A PROGRAM

Enter Keyword(s)

Faculty

Award Type

**3** Select Apply Now

## 1 MATCHING PROGRAM

Code	Program Title	Award Type	Apply Online
BU-50007/1	Bond Experience Co Lab	Non-Award	<input type="button" value="Apply Now"/>

**4** Provide your information as requested in the application

▶ CITIZENSHIP

▶ PERSONAL DETAILS

▶ CONTACT DETAILS

▶ DISABILITY INFORMATION

**5** Under the **PROGRAM SELECTION** section, select your **Commencement Period** from the upcoming semesters options (January, May or September)

**6** Choose your **subject/s** from the list provided or use the search bar

Please choose a Subject

Search for...

Code	Name	Credits	Academic Level	Department	Select
SSUD70-303/1	3D-BIM (Virtual and Augmented Reality)	5.000	Postgraduate	Sustainable Development	<input type="button" value="Select"/>
SSUD70-304/1	4D-BIM (Schedule Optimisation)	5.000	Postgraduate	Sustainable Development	<input type="button" value="Select"/>

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**7** Provide your information as requested in the application. **Experience** relates to your professional background

- ▶ EXPERIENCE
- ▶ IDENTIFICATION DETAILS
- ▶ DISCLOSURE STATEMENT
- ▶ APPLICANT DECLARATION
- ▶ PARENT OR GUARDIAN DECLARATION
- ▶ THIRD PARTY AUTHORISATION

**8** Complete the remaining sections of the form as prompted

Attachments → Verify → Submit

Note: you cannot make changes once you submit

**9** Once submitted, you can view progress via the [Online Application Service](#).

The screenshot shows the 'My Applications' page in the Online Application Service. The navigation bar includes 'Start an Application', 'My Applications', 'My Documents', 'Resources', 'My Account', and 'Sign out'. On the left, there are two menu sections: 'My Applications' with 'Incomplete' and 'Submitted' options, and 'Documents' with 'My Documents'. The main content area is divided into two sections: 'INCOMPLETE APPLICATIONS' and 'SUBMITTED APPLICATIONS'. The 'SUBMITTED APPLICATIONS' table has columns for 'Last Modified', 'Application Number', 'Program', 'Status', and 'Action'. One application is listed with a status of 'Submitted' and an 'Actions' dropdown menu highlighted by a blue box.

INCOMPLETE APPLICATIONS				
Last Modified	Application Number	Program	Status	Action
SUBMITTED APPLICATIONS				
01-Aug-2022 01:57 PM	5194811	Bond Experience Co Lab	Submitted	Actions ▾

## SUPPORT

If you have any questions, contact us for assistance at [info@learner.bond.edu.au](mailto:info@learner.bond.edu.au). For technical difficulties, please include a description of the problem and a screenshot.