

RMIT Classification: Trusted

Overview

The **Academic Records** tile in myRMIT allows you to view your academic progress details and course results. It also allows you to download the Statement of Enrolment document.

Before you begin

- Login to **SAMS Self Service/myRMIT**. Refer to the myRMIT Essentials > *Login and Navigation* Quick Reference Guide to login.

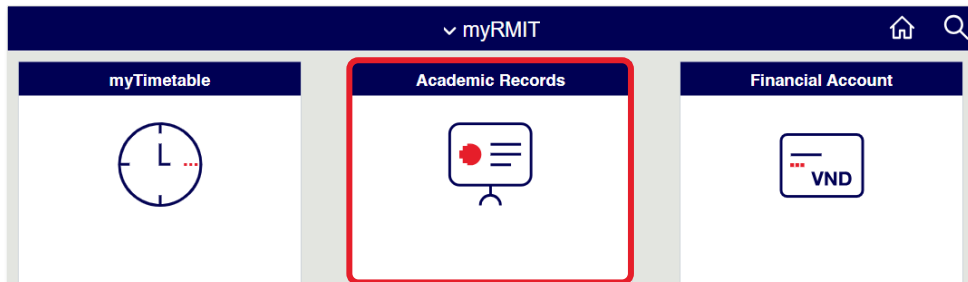
The **Academic Records** tile in myRMIT contains the following pages:

1. **Course History**
2. **View Results**
3. **Academic History**
4. **Statement of Enrolment**

Navigation

myRMIT Home Page > Academic Records tile

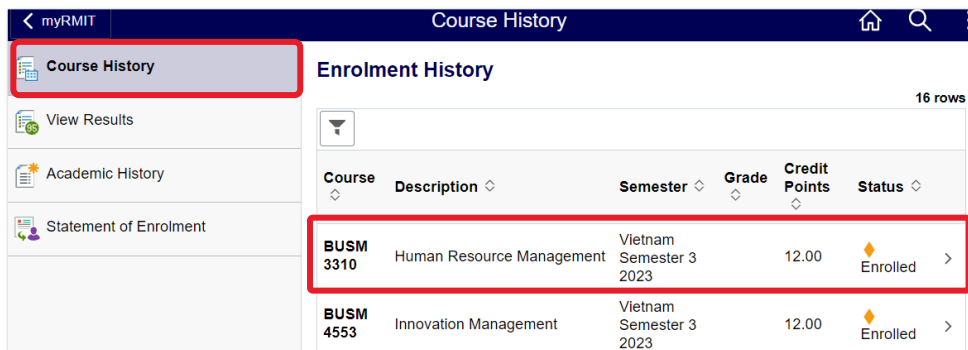
The **myRMIT home page** displays. Click the **Academic Records** tile to access the Academic Records section of myRMIT.



1. Course History

The **Course History** page allows you to view details of your course offerings such as Grade, Credit Points, Course Status etc.

Select a course to view more details. For example, select **BUSM3310**.

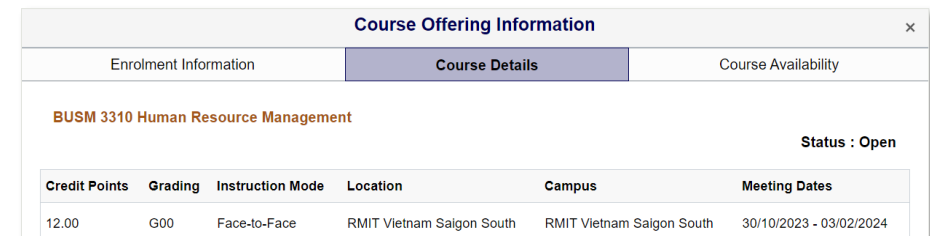


Course Offering Information window displays. This window has three tabs:

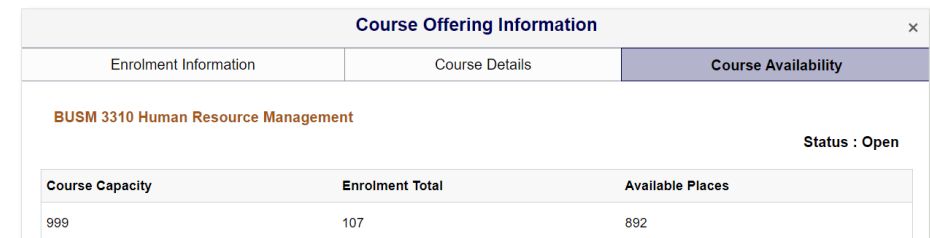
- **Enrolment Information** tab displays any enrolment requirements, status of the course offering and class notes.



- **Course Details** tab displays course delivery details and the credit points that you can collect from completing this course.



- **Course Availability** tab displays information about total number of available enrolments for this course. This data can be used while deciding to drop or enrol in a new course.



2. View Results

The **View Results** page allows you to view Credit Points and Grades for course offerings as per specific semesters. Each semester row provides course details assigned for the semester, Credit Points and Grades.

Select a semester to view more details. For example, select **Vietnam Semester 3 2023 Undergraduate**.

RMIT Classification: **Passed**

The **Academic History** statement displays your enrolment and official results. The statement will open as a PDF in a new window and can be downloaded.

myRMIT navigation menu showing 'View Results' highlighted. The menu items are:

- Course History
- View Results** (highlighted)
- Academic History

The 'View Results' item is expanded to show three semester options:

- Vietnam Semester 3 2023 Undergraduate** (highlighted)
- Vietnam Semester 2 2023 Undergraduate
- Vietnam Semester 1 2023 Undergraduate

Clicking any class row will display the **Course Offering Information** window as seen in the **Course History** page.

View Results window showing a table of course offerings:

Class	Description	Credit Points	Grade
BUSM 3310	Human Resource Management	12.00	>
BUSM 4553	Innovation Management	12.00	>
BUSM 4692	Global Corp Responsibility	12.00	>

3. Academic History

The **Academic History** page allows you to view and download your program's Academic History statement.

Select a program to view the **Academic History** statement PDF. For example, select **B Bus (International Business)**.

myRMIT Academic History page showing a table of academic programs:

Academic Career	Academic Program	Admitted	Program Status
Undergraduate	B Bus (International Business)	Vietnam Semester 2 2021	Active in Program >
Preparatory	UniStart Academic	Vietnam Semester 1 2021	Active in Program >

Academic History



B Bus (International Business) (Undergraduate)

Program Status
Active in Program

Semester	Course	Grade	Credit Points (CP)
Vietnam Semester 3 2023	BUSM3310 Human Resource Management		12
Vietnam Semester 3 2023	BUSM4553 Innovation Management		12
Vietnam Semester 3 2023	BUSM4692 Global Corp Responsibility		12
Vietnam Semester 2 2023	MKTG1420 Digital Business Development		12
Vietnam Semester 2 2023	BAFI3182 Fin Markets and Institutions		12
Vietnam Semester 2 2023	BUSM3311 Global Business		12
Vietnam Semester 1 2023	ECON1192 Macroeconomics 1		12
Vietnam Semester 1 2023	LAW2447 Business Law		12
Vietnam Semester 3 2022	ECON1193 Business Statistics 1	DI 75	12
Vietnam Semester 3 2022	ECON1194 Prices and Markets	DI 77	12
Vietnam Semester 2 2022	MKTG1205 Marketing Principles	DI 75	12
Vietnam Semester 2 2022	ACCT2105 Accounting In Orgs and Society	DI 78	12
Vietnam Semester 1 2022	ISYS2109 Business Information Systems	DI 78	12
Vietnam Semester 1 2022	BUSM4185 Introduction to Management	DI 76	12

Grade Point Average

Plan	Total CPs Attempted	Total CPs of Credit	Program GPA
B Bus (International Business)	168	168	3



The **Academic History statement** is not an official transcript.

4. Statement of Enrolment

The **Statement of Enrolment** page allows you to view and download an official statement that confirms their program and course enrolments for the academic year.

Select a semester or program to the **Statement of Enrolment** document PDF. For example, select **Vietnam Semester 3 2023, B Bus**.

Verification: Trusted

Issue Date	Semester	Academic Program
11/03/2023	Vietnam Semester 3 2023	B Bus (International Business)
10/03/2023	Vietnam Semester 2 2023	B Bus (International Business)

The **Statement of Enrolment** document displays.

2023 Statement of Enrolment

This statement confirms your enrolment details in the program listed below for the time period shown. It is your responsibility to ensure your enrolment details are correct before the class census date.

702 Nguyen Van Linh Boulevard
Tan Phong Ward
District 7
Ho Chi Minh City
Vietnam
Tel: (028) 3776 1369
Email: enquiries@rmit.edu.vn
www.rmit.edu.au
CRICOS provider code: 00122A
Provider number: 3046

Student name: [Redacted] Student number: [Redacted] Issued on: 11 March 2023
Printed on: 13 September 2023

Vietnam Semester 3 2023

Program: BP253 Bachelor of Business (International Business)
Campus: VNMRI RMIT University Vietnam
Mode of Attendance: Internal Mode of Attendance
Fund Source: HE Full Fee - International (Vietnam)

Course	Title	Class	Section	Campus	Mode	Semester/Term	Start Date	Census Date	End Date	Units
BUSM3310	Human Resource Management	1087	ZZZZ	VNMRI	Face-to-Face	Vietnam Semester 3 2023 30/10/2023	24/11/2023	03/02/2023	03/02/2024	12
BUSM4553	Innovation Management	1152	ZZZZ	VNMRI	Face-to-Face	Vietnam Semester 3 2023 30/10/2023	24/11/2023	03/02/2023	03/02/2024	12
BUSM4692	Global Corp Responsibility	1220	ZZZZ	VNMRI	Face-to-Face	Vietnam Semester 3 2023 30/10/2023	24/11/2023	03/02/2023	03/02/2024	12

* The class start date or class end date for this course falls outside of the calculation period for this Statement, therefore the full EFTSL value has been calculated across more than one Statement of Enrolment.

Definitions
Units
Higher Education – Credit points per class
Vocational Education – Nominal hours per class

Page 1 of 1 Royal Melbourne Institute of Technology Vietnam 702 Nguyen Van Linh Boulevard, Tan Phong Ward, District 7, Ho Chi Minh City, Vietnam

You must check the **Statement of Enrolment** statement carefully to ensure that the enrolment details are correct. It is recommended that you print or save a copy of the statement for your records.