

Online Offer Acceptance and Online Payment Information

Applicants who are accepting an offer to La Trobe University can complete both their acceptance and payment online via the [international application portal](#). This is a secure web-based service for students to make payments via MIST, Flywire, Visa/Mastercard, National Australia Bank, CIBC and Convera.

To make the journey easier, we have prepared this helpful information to guide you through the offer acceptance and online payment process.

APPLICANTS WITH AGENTS

Accepting an offer

There are two ways for an agent to accept an offer online:

Option One – upload the signed Offer Acceptance Form.

Please use this option to upload the Offer Acceptance Form for Under 18 students, Study Abroad/Exchange students, or any student who does not wish to use the online acceptance function.

Option Two – send an offer accept invite to the student to accept online.

You will not be required to upload a copy of the Offer Acceptance Form if selecting this option. Please ensure all required acceptance documents are uploaded to the student's application.

Step 1 (Option One and Two): Log into the [StudyLink Connect Partner Portal](#). Navigate to **Respond to Offer** then select **Accept Offer**.



Option One- upload the signed Offer Acceptance Form

Step 2: Select 'I will upload a copy of the acceptance form that has been physically signed by the applicant'

Option Two – send an offer accept invite to the applicant to accept online

Step 2: Select the 'I would like to request the applicant to sign the acceptance form electronically' option on the Accept Offer pop up. Click 'Send Electronic Acceptance'.

Accept Offer

Please indicate how the applicant will sign their acceptance

I would like to request the applicant to sign the acceptance form electronically

An email will be sent to Paulf ArtreidesL at r.chandrasena@latrobe.edu.au requesting an electronic acceptance.

- ☐ You can view the status of the invitation on the application's [Offer Acceptance Invitations](#) tab.
Once the applicant has signed the electronic acceptance you'll be able to finalise the acceptance and submit it to the provider. Contact the provider directly if the above email is incorrect.

- ☒ I will upload a copy of the acceptance form that has been physically signed by the applicant

✓ Proceed to Accept Offer

Accept Offer

Please indicate how the applicant will sign their acceptance

I would like to request the applicant to sign the acceptance form electronically

An email will be sent to [redacted] at [redacted] requesting an electronic acceptance.

- ☒ You can view the status of the invitation on the application's [Offer Acceptance Invitations](#) tab.
Once the applicant has signed the electronic acceptance you'll be able to finalise the acceptance and submit it to the provider. Contact the provider directly if the above email is incorrect.

- ☐ I will upload a copy of the acceptance form that has been physically signed by the applicant

➡ Send Electronic Acceptance

An email containing an invitation link and security code will be sent to the applicant's email address. The applicant should click on the link, enter the security code, and follow the prompts to review the offer. They must scroll to the bottom to read the acceptance terms and conditions, sign the form, and click 'I Accept'. Once the acceptance is completed, you will receive an email notification.

Accept your La Trobe University offer!

 studylink.latrobe.edu.au on behalf of noreply@studylink.com

Congratulations on receiving an offer to study at La Trobe University.

You can accept your offer by following the below:

- Click <https://student-latrobe.studylink.com/invitation.cfm?inv=5CF16B61-8738-4A86->
- You will need to enter the security code [redacted]
- This link will expiry on [redacted]. Please contact your agent directly if the link has expired so they can send a new one.

Once you have accepted your offer, your agent [redacted] will review and be in contact with more information.

Yours sincerely,



Dr Stacey Farraway
Deputy Vice-Chancellor (Future Growth)

Proceed to accepting offer

Please enter the security code provided in the email to proceed.

Security Code

Next...

Step 3: Upload the signed Offer Acceptance Form, with any related acceptance documents in the Documents tab in the student's application.

For **Study Abroad students**, please ensure *Table A: Study Program – Proposed Subjects* is completed on the Offer Acceptance Form and uploaded with the acceptance. Study Abroad students can either sign the Offer Acceptance Form to complete their acceptance, or complete the online acceptance as per Step 2, Option Two.

For students who will be **under the age of 18** at the time of commencing their La Trobe course, the Offer Acceptance Form must be signed by both the student and parent/guardian.

TNE students studying offshore must complete the Offer Acceptance Form and upload it when accepting.

☐ I have read and accept this offer and conditions

Signed by: _____

Name: _____

Date: _____

[I Accept](#)

Step 3: Go to the 'Offer Acceptance Completed' call to action button on your dashboard.

StudyLink Connect

Search applicants or applications...

Dashboard Applicants Applications Inbox Providers & Resources 16 Support [Flywire Agent Portal](#)

2 Unsubmitted Applications	0 Applications Require Information	2 Offers Made	1 Offer Acceptance Completed	2 Offers Pending Payment
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Select the application and go to the 'Offer Acceptance Invitations' tab. Select the application and go to the 'Offer Acceptance Invitations' tab. Click 'Continue Acceptance'.

Home / Applications

LA TROBE UNIVERSITY AUSTRALIA Application ID: _____

[Send Message](#) [Respond to Offer](#)

Course	Status
LBCR - Bachelor of Criminology	Conditional Offer Made View offer
BCrim	Last Status Change: 5 May 2025, 2:54 p.m.

Applicant Details Application Form Attachments Payments Status History Messages **Offer Acceptance Invitations**

Status	Email	Sent	Completed	Expiry	Actions
Completed	_____	5 May 2025, 3:26 p.m.	5 May 2025, 3:48 p.m.	8 May 2025, 12:00 a.m.	View Continue Acceptance

Step 4: (Option One and Two): Read through the details on the Respond to Offer page and provide the applicant's Emergency Contact details.

Emergency Family name	
Emergency Given name/s	
Emergency Address	
Emergency Telephone	
Emergency E-mail	
Emergency Relationship to you	
Emergency Language/s Spoken	

Step 5: Review OSHC amount quoted. If the student is organising their own OSHC please advise, and we will revise the letter of offer without the OSHC premium. Evidence of visa-length cover for the La Trobe course is required upon acceptance.

Step 6: Ensure the applicant has read all terms and conditions in their Offer Acceptance Form, then tick the checkbox **Student has agreed to the following terms and conditions.**

☐ Student has agreed to the following terms and conditions:

Step 7: Enter the applicant's full name in the box below and enter comments in the *Comments* box.

Enter the student's full name below to indicate that they agree with these conditions:

Step 8: Click on **Accept Offer** then, **OK.**

After Accepting this Offer you must pay the required deposit fees by clicking the Pay Deposits button

Accept Offer

Step 9: To proceed with the payment, click on 'View Required Deposit' and proceed to **Online Payment** below.

Home / Applications

 | Application ID: 

[Send Message](#)
[View Required Deposit](#)
[Respond to Offer](#)

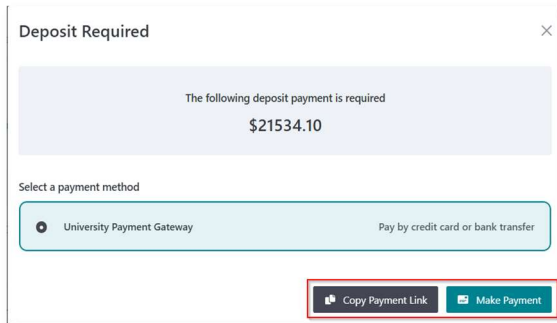
Online Payment (Agent Only)

The student will be required to pay the acceptance deposit and Overseas Student Health Cover (OSHC) fees (if applicable) as listed in the Letter of Offer to finalise the acceptance.

You can either pay on the student's behalf via our [Online Application Portal](#) or send the student a URL payment link to make payment directly. The online payment function will be made available after you accept an offer. This is the default payment option which enables applicants to pay the required deposit *in one instalment in full*.

The acceptance deposit, as indicated in the offer letter, is pre-populated when you log in to accept the offer online. When the applicant chooses to pay via the University's payment gateway, the payment will be linked to the student account by default. This allows payments to be tracked efficiently, providing a seamless experience.

- a) To pay on behalf of the applicant, click 'Make Payment'.
- b) Alternatively, you can click on 'Copy Payment Link' to copy the payment URL and forward it to the applicant to make payment.



Deposit Required

The following deposit payment is required
\$21534.10

Select a payment method

University Payment Gateway Pay by credit card or bank transfer

Copy Payment Link Make Payment

Step 1: Select the preferred payment method among the available options to finalise the payment. (Note: Flywire and CIBC do not support onshore payments from an Australian bank within Australia. They provide a secure online payment option for international students to pay fees in your home currency. If you or your student is onshore and wish to pay from an Australian bank account, you will need to use a Visa/Mastercard, or Convera.)

Payment method 1: Visa or Mastercard

The screenshot shows the 'La Trobe University ePayments' page with the 'Payment Card Details' section highlighted. The page includes a navigation bar with links to HOME, STUDENTS, STAFF, and RESEARCHERS. Below the header, there are links for 'Payment Home' and 'My Account'. The main content area displays the following details:

- Number: LTBT1670319
- Amount: \$21,074.85
- Email: [redacted]
- Card Number: [redacted]
- Expiry Date: Month [redacted] Year [redacted]
- Security Code (CVV): [redacted]
- Amount Payable: \$21074.85
- Pay Now button
- Select a different payment method link

Payment method 2: CIBC

The screenshot shows the 'La Trobe University ePayments' page with the 'Payment Using CIBC' section highlighted. The page includes a navigation bar with links to HOME, STUDENTS, STAFF, and RESEARCHERS. Below the header, there are links for 'Payment Home' and 'My Account'. The main content area displays the following details:

- Number: LTBT1670321
- Amount: \$21,074.85
- Amount Payable: \$21,074.85
- Continue button
- Select a different payment method link

When you click the **Continue** button below you will be redirected to the CIBC International Student Pay secure payment gateway. We do not store any credit card details in our system within our organisation, thus preserving your rights to privacy and protection of your card from unauthorised access. Complete all the payment steps to be returned to our site.

Payment method 3: Flywire

The screenshot shows the 'La Trobe University ePayments' page with the 'International Wire Payment Details' section highlighted. The page includes a navigation bar with links to HOME, STUDENTS, STAFF, and RESEARCHERS. Below the header, there are links for 'Payment Home' and 'My Account'. The main content area displays the following details:

- Amount To Pay: \$21,074.85
- Payment ID: LTBT1670318
- When you click the **"Pay Now"** button below you will be redirected to Flywire to complete payment. (Your details will be authorised by Flywire and will not be passed back to us. We do not store these details within our own organisation, thus preserving your rights to privacy and protection of your details from unauthorised access.)
- Log in to your account to include this transaction in your payment history link

Payment method 4: Convera

The screenshot shows the 'La Trobe University ePayments' page with the 'convera' section highlighted. The page includes a navigation bar with links to HOME, STUDENTS, STAFF, and RESEARCHERS. Below the header, there are links for 'Payment Home' and 'My Account'. The main content area displays the following details:

- Payment ID: LTBT1670318
- Amount: \$21,074.85
- Amount Payable: \$21,074.85
- Continue button
- Select a different payment method link

When you click the **Continue** button below you will be redirected to Convera to complete the payment. Your details will be authorised by Convera and will not be passed back to us. We do not store these details within our own organisation, thus preserving your right to privacy and protection of your details from unauthorised access.

[Help](#)
[Log in](#)
[English](#)

1. Payer info
2. Payment method
3. Payer info
4. Info for the receiver
5. Review & Confirm
6. Make payment

Your payment

The payment will come from

Country or region *

AS Amount * 21,074.85

Amount will be formatted in the destination currency, in this case Australian Dollars, i.e. 10,000.00 for ten thousand AUD.

[NEXT →](#)

[convera](#)
[Make your payment](#)
[Track your payment](#)
[Tips & FAQs](#)

PAY STUDENT FEES WITH YOUR HOME CURRENCY

Where is your bank located?

[View all countries not listed](#)

Invoice/Order

AUD 21074.85

[Get a quote](#)

Payments via Bank Transfer: Although not the quickest method of payment, some students may need to make payment directly to the La Trobe University bank account. Please ensure the LaTrobe Student ID (8 digits located on the letter of offer) is included as the reference. Not quoting the Student ID will result in a delay in funds being confirmed. The La Trobe bank details can be found in the La Trobe [Providers & Resources](#) Tab of the StudyLink Agent Portal. Details of the transfer must also be uploaded when accepting online.

DIRECT APPLICANTS

Accepting an offer

Step 1: Log onto our [online international application portal](#). Under Submitted Applications, locate your application. In the Actions drop-down menu, click 'Respond to Offer'.

SUBMITTED APPLICATIONS				
Last Modified	Application Number	Course	Status	Action
18-Apr-2023 02:10 PM	50035635	Bachelor of Nursing School of Nursing & Midwifery	Conditional Offer Made	Actions View Activity Respond to Offer

Step 2: Read through the details on the Respond to Offer page. When you are ready to accept your offer, select 'Accept Offer'. Provide the details for your Emergency Contact. Upload any required acceptance documents.

Offer Details	
Date of Offer	08-April-2025
Intake	Semester 1 2026
Duration	120 Credits (1 Years)
Tuition Fees	\$17000
Health Insurance Cover	\$640.8 (10 months)
Non-refundable Administration Fee	\$0
Amount Payable Now	\$17640.8
Offer Letter (PDF)	View Offer Letter ☒ Accept Offer ☐ Reject Offer ☐ Defer Offer
Emergency Family name	
Emergency Given name/s	
Emergency Address	
Emergency Telephone	
Emergency E-mail	
Emergency Relationship to you	
Emergency Language/s Spoken	
Upload signed Offer Acceptance form here: Drag and drop your signed Offer Acceptance form here or click to upload	

STUDY ABROAD AND EXCHANGE STUDENTS

- Study Abroad students must ensure *Table A: Study Program – Proposed Subjects* is completed on the Offer Acceptance Form and uploaded with the acceptance.
- Exchange students must complete *Table A: Study Program – Proposed Subjects* **and** *Table B: Confirmation* on the Offer Acceptance Form.

Step 3: Tick the '*I acknowledge and agree that I have read, understood and accept the following terms and conditions*' check box, then enter your full name to indicate that you agree with the terms and conditions in your offer letter. Enter your comments (if any) in the Comments box.

Deposit Options	
Total Deposit Offered:	\$17,640.80
Tuition Deposit:	\$17,000.00
OSHC payment options: (please select one type)	☒ Single \$640.80 ☐ Single Parent \$2,911.65 ☐ Couple \$2,911.65 ☐ Family \$4,665.80 ☐ I have arranged my own health cover \$0.00
Total Deposit Accepting:	\$17,640.80

☐ I acknowledge and agree that I have read, understood and accept the following terms and conditions:

I accept this offer of enrolment at the La Trobe University.
 I declare that I have sufficient funds to cover the tuition fees, health insurance and cost of living expenses for the duration of my course.
 I declare that I have read, understood and accept the terms and conditions outlined within:
 My letter of offer.
 The enclosed conditions of acceptance

Enter your full name below to indicate that you agree with these conditions:

Comments:

Pay by

☒ University Payment Gateway

Pay by credit card or bank transfer

Accept Offer

Step 3: Click on 'Accept Offer' and you will be re-directed to the La Trobe University ePayments page.

Online Payment

You will be required to pay the acceptance deposit and Overseas Student Health Cover (OSHC) fees (if applicable) as listed in the Letter of Offer to finalise your acceptance. If your studies are to be sponsored by an overseas government, organisation or company, you will be required to submit a valid Financial Guarantee letter from your sponsor confirming coverage of tuition fees, OSHC or other related expenses at the time of accepting your offer.

The online payment function will be made available after you accept an offer via the [online international application portal](#). This is the default payment option which enables applicants to pay the required deposit *in one instalment in full*.

The acceptance deposit, as indicated in the offer letter, is pre-populated when you log in to accept the offer online. When you choose to pay via the University's payment gateway, the payment will be linked to your student account by default. This allows payments to be tracked efficiently, providing a seamless experience.

Have you **previously accepted an offer** and would like to pay now?

Locate your application under Submitted Applications. In the Actions drop-down menu, select "Make Payment". You will be redirected to the University's ePayments page. Otherwise, continue below.

SUBMITTED APPLICATIONS				
Last Modified	Application Number	Course	Status	Action
05/05/2025 04:33 PM	50179628	Study Abroad Program PG (Semester) Office of the Provost	Acceptance Incomplete	Actions ▾ View Activity Make Payment

Step 1: Select the preferred payment method among the available options to finalise the payment. (Note: Flywire and CIBC do not support onshore payments from an Australian bank within Australia. They provide a secure online payment option for international students to pay fees in your home currency. If you or your student is onshore and wish to pay from an Australian bank account, you will need to use a Visa/Mastercard, or Convera.)

Payment method 1: Visa or Mastercard

[HOME](#)
[STUDENTS](#)
[STAFF](#)
[RESEARCHERS](#)

La Trobe University ePayments

Payment Card Details

Number

Amount

Email

LT8T1670919

\$21,074.85

Card Number

Expiry Date

Security Code (CVV)

Month

Year

1

Mastercard

0000

Amount Payable \$21074.85

Pay Now

Select a different payment method

Payment method 2: CIBC

[HOME](#)
[STUDENTS](#)
[STAFF](#)
[RESEARCHERS](#)

La Trobe University ePayments

[Payment Home](#)
[My Account](#)

Payment Using CIBC

When you click the **Continue** button below you will be redirected to the CIBC International Student Pay secure payment gateway. We do not store any credit card details in our system within our organisation, thus preserving your rights to privacy and protection of your card from unauthorised access. Complete all the payment steps to be returned to our site.

Number

Amount

LT8T1670921

\$21,074.85

Amount Payable

\$21,074.85

Continue

Select a different payment method

Payment method 3: Flywire

La Trobe University ePayments

Payment Home My Account

International Wire Payment Details

When you click the "Pay Now" button below you will be redirected to Flywire to complete payment. (Your details will be authorised by Flywire and will not be passed back to us. We do not store these details within our own organisation, thus preserving your rights to privacy and protection of your details from unauthorised access.)

Log in to your account to include this transaction in your payment history

Amount To Pay	\$21,074.85
Payment ID	LTBT1670318

La Trobe University

Help Log in English

1. Payment Info
2. Payment method
3. Payer info
4. Info for the receiver
5. Review & Confirm
6. Make payment

Your payment

The payment will come from La Trobe University receives

Country or region *

Amount * 21,074.85

Amount will be formatted in the destination currency, in this case Australian Dollars. i.e. 10,000.00 for ten thousand AUD.

[NEXT →](#)

Payment method 4: Convera

La Trobe University ePayments

Payment Home My Account

convera

When you click the **Continue** button below you will be redirected to Convera to complete the payment. Your details will be authorised by Convera and will not be passed back to us. We do not store these details within our own organisation, thus preserving your right to privacy and protection of your details from unauthorised access.

Payment ID	LTBT1670318
Amount	\$21,074.85

Amount Payable
\$21,074.85

[Continue](#)

[Select a different payment method](#)

convera

Make your payment Track your payment Tips & FAQs

PAY STUDENT FEES WITH YOUR HOME CURRENCY

Where is your bank located?

What is your country's local bank?

Invoice/Order

AUD 21074.85

[Get a quote](#)

Bank Transfer: Although not the quickest method of payment, some students may need to make payment directly to the La Trobe University bank account. Please ensure your LaTrobe Student ID (8 digits located on your letter of offer) is included as the reference. Not quoting the Student ID will result in a delay in your funds being confirmed. Please contact intapplication@latrobe.edu.au for La Trobe University account details. Details of the transfer must also be uploaded (in the 'My Documents' Tab) when accepting online.