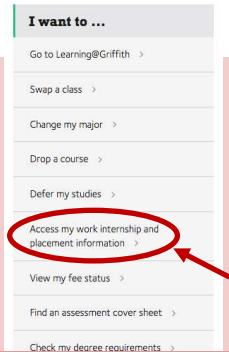


How to submit a pre-requisite placement document



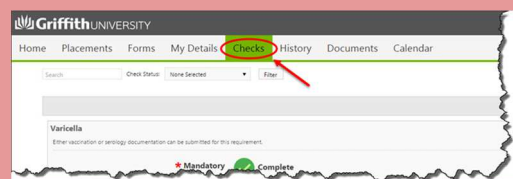
How to access?

Navigate to myGriffith and choose **My Courses**.
Choose *I want to... > Access my work internship and placement information*.
Select your school and click University sign-in.




View document list

Choose *Checks* tab.



Further information

Go to the required document and

click  (information icon) to display further information.



Submit a document

Attach the document file.
Complete reference or date fields, if required.
Choose Submit.

View placement information

Choose Placement tab.

Hint

Your placement will not display until all mandatory documents are approved.

