



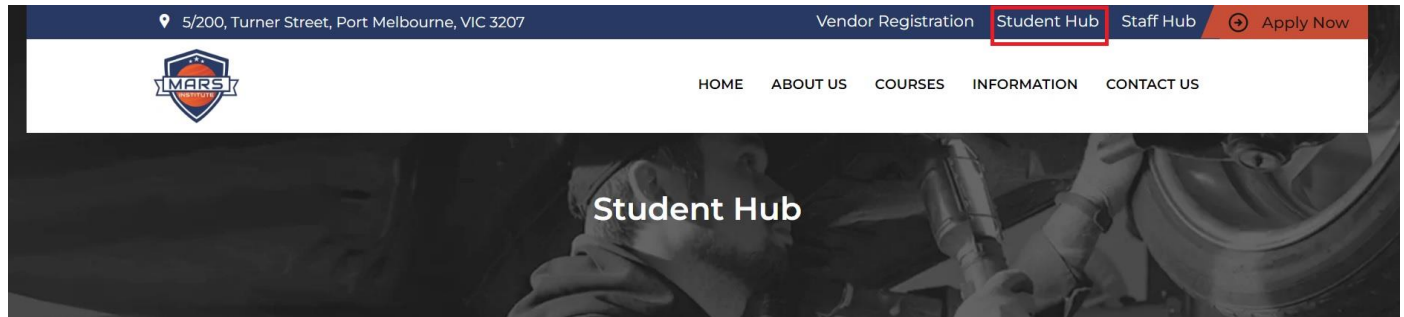
Student Learner App Guide

Welcome

Mars Institute is a private provider of VET and ELICOS courses. It delivers Vocational Education Training courses at various Australian Qualification Framework levels in addition to English Language Intensive Course for Overseas Students. Your Learner App is a one stop platform to manage your studies at college and for an enhanced learning experience. So, in order not to miss anything please log on to Learner App regularly, preferably every week. Contact our friendly Student Support Team on + 61 3 9645 2259 or request@mars.edu.au to get more information on how to use Learner App.

Step 1: Online Portals

Visit the Mars Institute website and Click on Online Portal and further click on Student Hub to find the learner app.



General enquiry request form

Use this online form if you have a query related to the following departments:

- ▶ Student Support
- ▶ Accounts
- ▶ Academic and Training
- ▶ Other General Enquiry



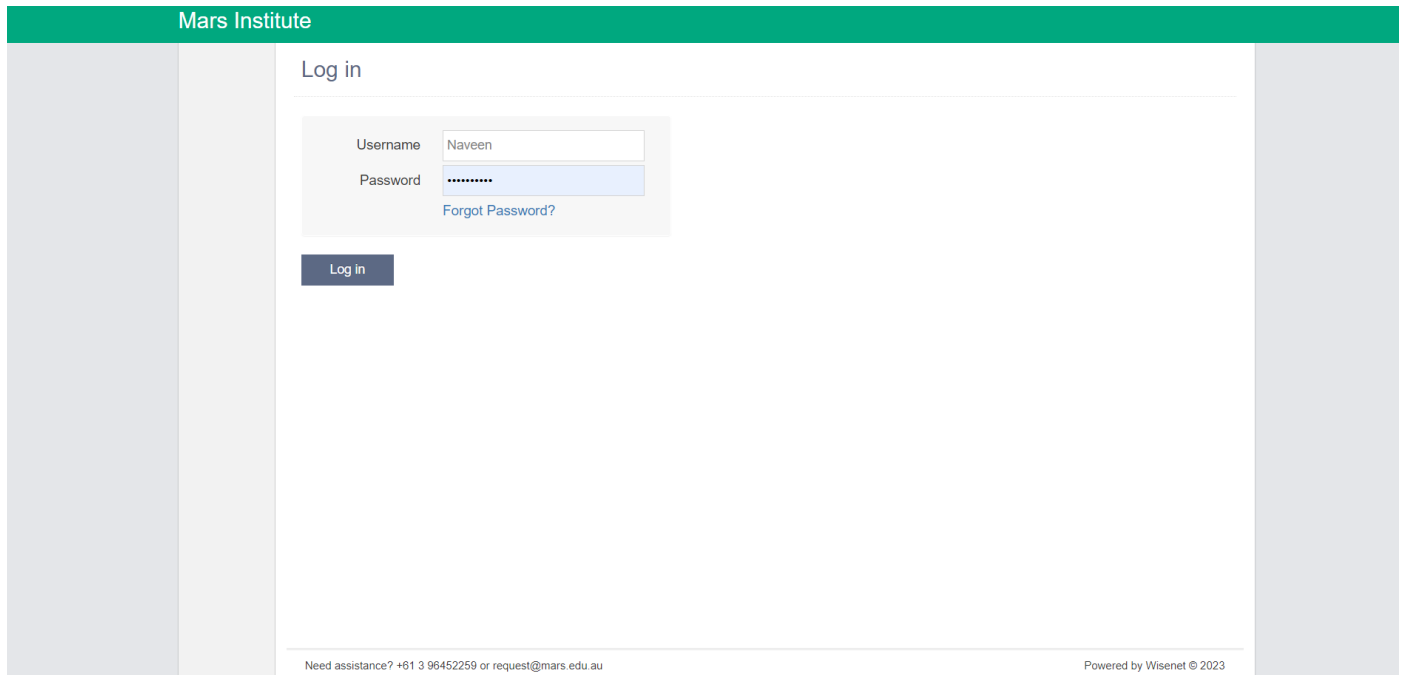
Wisenet - Learner App

Go to the Wisenet Portal to check your academic progress or update your personal information

[Wisenet - Learner App](#)

Step 2: Login Details

Use the login details for Student Learners App, using Mars Email ID. Please contact Student Services for any issues related to Login detail (61 3 9645 2259 or request@mars.edu.au)



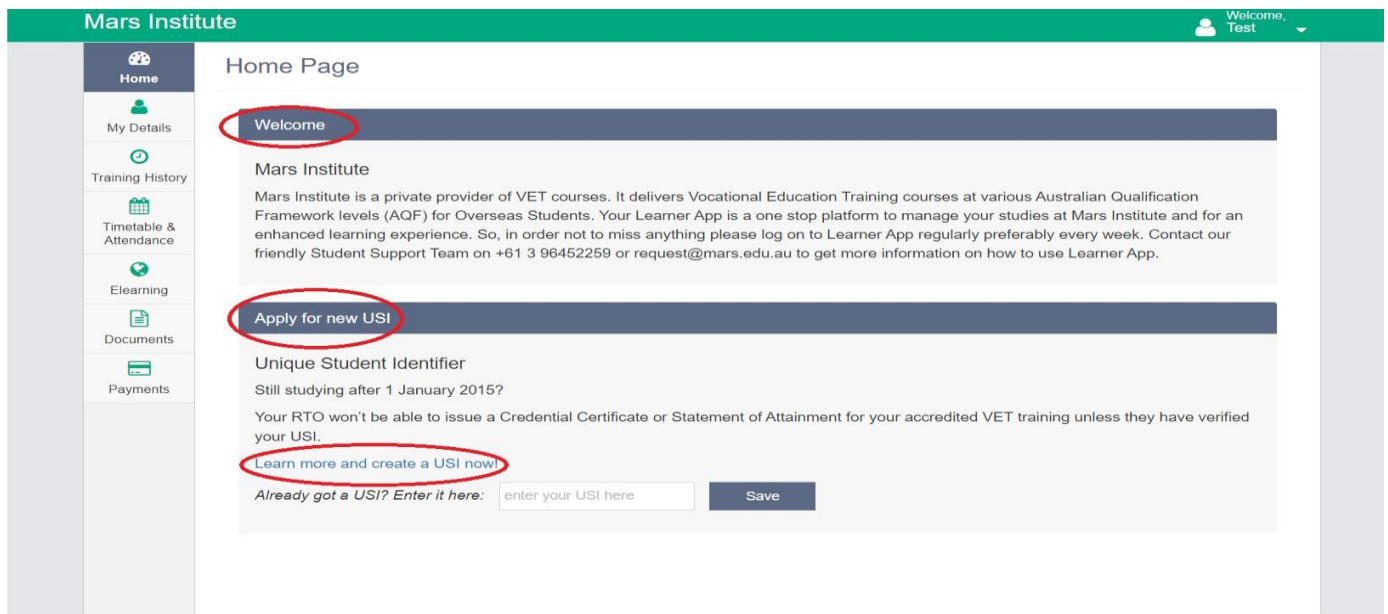
The screenshot shows the Mars Institute login interface. At the top, there is a green header with the Mars Institute logo. Below the header, the page is titled "Log in". There are two input fields: "Username" with the value "Naveen" and "Password" with masked characters. A "Forgot Password?" link is located below the password field. A "Log in" button is positioned below the input fields. At the bottom of the page, there is a footer with the text "Need assistance? +61 3 96452259 or request@mars.edu.au" and "Powered by Wisenet © 2023".

Step 3: Home Page and Unique Student Identifier (USI)

Home Page has two sections:

- Welcome
- Apply for New USI - All student must create and save their own USI's using the link in the app

Enter your USI if you already have one. Otherwise click on "Learn more and create a USI now!" link.



The screenshot shows the Mars Institute Home Page. The page has a green header with the Mars Institute logo and a user profile icon labeled "Welcome, Test". On the left side, there is a navigation menu with icons for Home, My Details, Training History, Timetable & Attendance, Elearning, Documents, and Payments. The main content area is titled "Home Page" and contains two sections. The first section is "Welcome" and the second section is "Apply for new USI". The "Apply for new USI" section contains a "Unique Student Identifier" heading, a question "Still studying after 1 January 2015?", and a paragraph explaining that the RTO won't be able to issue a Credential Certificate or Statement of Attainment for your accredited VET training unless they have verified your USI. Below this paragraph is a link "Learn more and create a USI now!". At the bottom of the section, there is a form with the text "Already got a USI? Enter it here:" followed by an input field with the placeholder "enter your USI here" and a "Save" button.

Step 4: My Details

You can view and update your basic and next of Kin details. As per your Student Visa condition 8533 (International Students only). You must update your contact details within 7 days of change and use Learner App to update and/or notify Mars Institute.

Mars Institute | Welcome, Test

My Details

Personal | Demographic | Next Of Kin

Personal Details

Title	Mr
First Name	Test
Middle Name	
Last Name	Test
Preferred Name	
Suffix	
Previous Name	
Gender	Male
DOB	21/12/2005

What is your usual residential address?

Country	Australia
Address	Test
PO Box	
Extra Address Line	Test
Suburb/Town/City	test
Postcode	213465
State	Other (Aus)

Where will you be living whilst training?

Country	Australia
Address	Test
Extra Address Line	Test
Suburb/Town/City	test
Postcode	213465

Contact Details

Email Address	maresh@maticolutions.co.in
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Step 4 (a): Edit Basic - My Details

Mars Institute Welcome, Test

Home | **My Details** | Training History | Timetable & Attendance | Elearning | Documents | Payments

My Details

Personal | Demographics | Next Of Kin

Edit

Personal Details

Title: Mr
 First Name: Test
 Middle Name:
 Last Name: Test
 Preferred Name:
 Suffix:
 Previous Name:

Gender: Male
 DOB: 21/12/2005

Learner ID: MSN3000045
 Alternative ID:

Contact Details

Email Address: mahesh@maticsolutions.co.in

What is your usual residential address?

Country: Australia
 Address: Test
 PO Box:

Extra Address Line: Test
 Suburb/Town/City: test
 Postcode: 213465
 State: Other (Aus)

Where will you be living whilst training?

Country: Australia
 Address: Test

Extra Address Line: Test
 Suburb/Town/City: test
 Postcode: 213465

net.co/MSN/Student/Edit

Mars Institute Welcome, Test

Home | **My Details** | Training History | Timetable & Attendance | Elearning | Documents | Payments

My Details

Personal | Demographics | Next Of Kin

Personal Details

Title:
 First Name:
 Middle Name:
 Last Name:
 Preferred Name:
 Suffix:
 Previous Name:

Gender:
 DOB:

Contact Details

Email Address:
 Alternative Email Address:
 Mobile:

What is your usual residential address?

Country:
 Building Name:
 PO Box:
 Unit Details:
 Street Number:
 Street Name:

Extra Address Line:
 Suburb/Town/City:
 Postcode:
 State:

Where will you be living whilst training?

Step 4 (b): Edit Next of Kin - My Detail

The screenshot shows the 'My Details' page in the Mars Institute app. The 'Next Of Kin' tab is selected, and an 'Edit' button is circled in red. The page displays two sections: 'Local Next of Kin' and 'International Next of Kin'. Each section lists fields for Relationship, First Name, Middle Name, Last Name, Email, Mobile, Home Telephone, Work Telephone, Country, Address, Address Extra Line, State, State/Province/Region, Suburb, and Postcode.

Step 5: Timetable

You can view (Day, Week, Month) timetable of the classes your current and future classes.

The screenshot shows the 'Timetable' page in the Mars Institute app. The 'Day' view is selected, and the class entry for '2310_Cert III in LVM_AURETR132_Week 2' is circled in orange. The class entry includes the following details:

- Registration Status: Enrolled
- Class Code: 2310_Cert III in LVM_AURETR132_Week 2
- Name: AURETR132_Diagnose and repair automotive electrical sys
- Venue: Port Melbourne
- Trainer: Kishore Kadam
- Timetable Code: 2310_Cert III in LVM_AURETR132



Step 6(a) E learning

Mars Institute Welcome, Test

Home Page

Welcome

Mars Institute

Mars Institute is a private provider of VET courses. It delivers Vocational Education Training courses at various Australian Qualification Framework levels (AQF) for Overseas Students. Your Learner App is a one stop platform to manage your studies at Mars Institute and for an enhanced learning experience. So, in order not to miss anything please log on to Learner App regularly preferably every week. Contact our friendly Student Support Team on +61 3 96452259 or request@mars.edu.au to get more information on how to use Learner App.

Apply for new USI

Unique Student Identifier

Still studying after 1 January 2015?

Your RTO won't be able to issue a Credential Certificate or Statement of Attainment for your accredited VET training unless they have verified your USI.

[Learn more and create a USI now!](#)

Already got a USI? Enter it here:

Step 6(b) E learning (Moodle)

Log into Moodle to access your Training material including Instructions, Learning material and Assessments.

My Units MI Policies Login to Email Learner App Wisenet (trainer only) Need help? +61 3 9645 2259 Log in

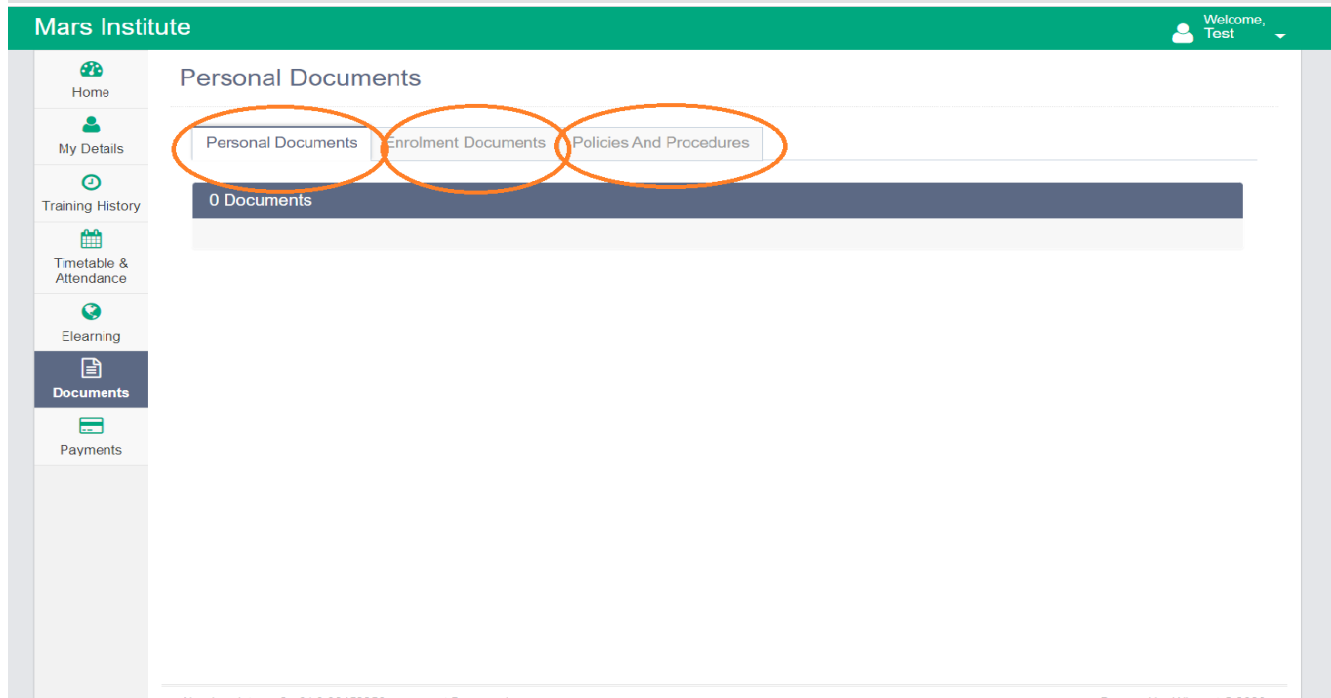
MOODLE

Welcome to
Mars Institute
Student Support Sessions

Step 7: Documents

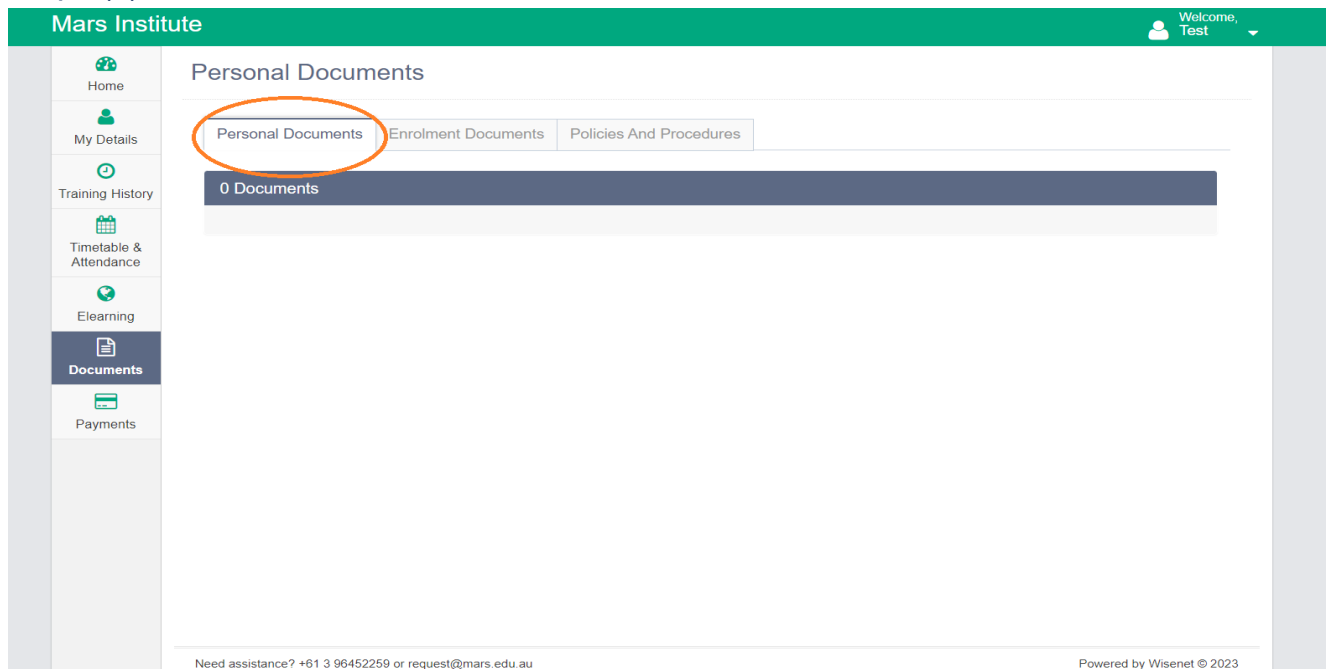
There are three sections:

- Personal Documents
- Enrolment Documents
- Policies & Procedures



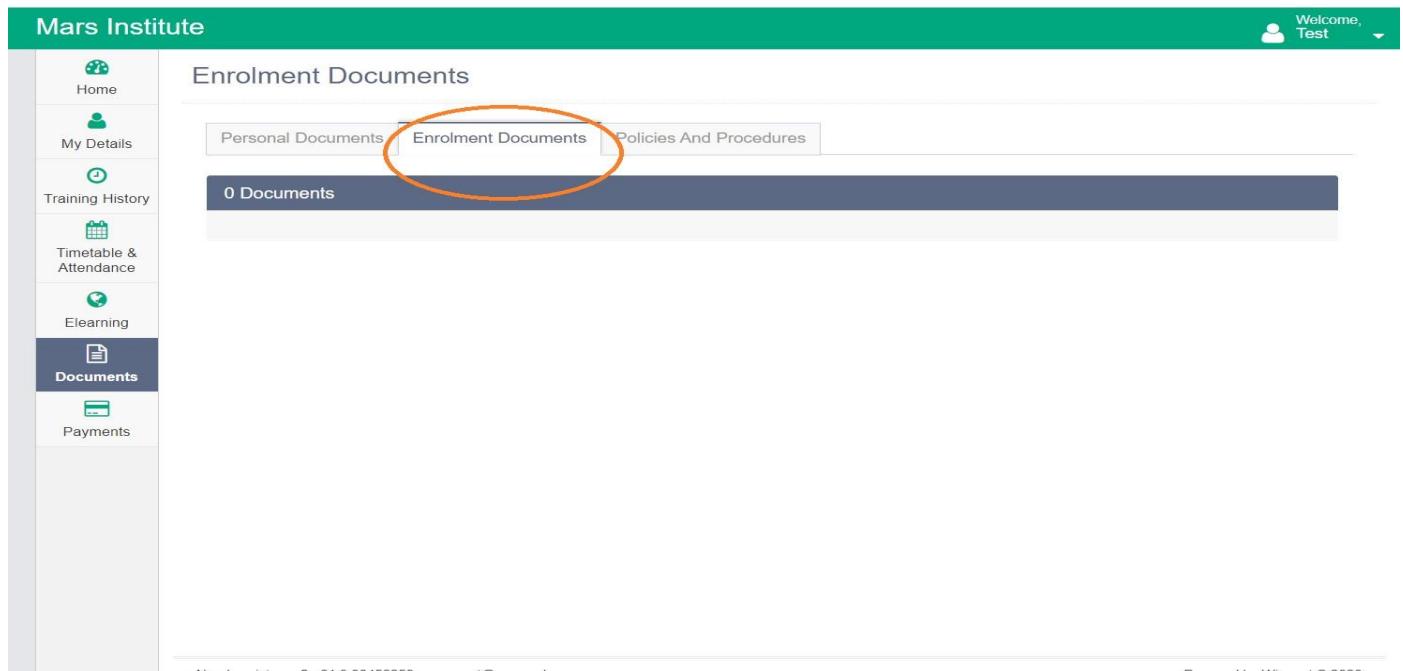
The screenshot shows the Mars Institute app interface. At the top, there is a green header with the Mars Institute logo on the left and a user profile icon with the text 'Welcome, Test' on the right. Below the header is a sidebar menu with icons for Home, My Details, Training History, Timetable & Attendance, Elearning, Documents (highlighted), and Payments. The main content area is titled 'Personal Documents' and features three tabs: 'Personal Documents', 'Enrolment Documents', and 'Policies And Procedures'. The 'Personal Documents' tab is selected and circled in orange. Below the tabs, a dark blue bar displays '0 Documents'. The bottom of the screen shows a footer with contact information and a copyright notice.

Step 7(a): Personal Documents



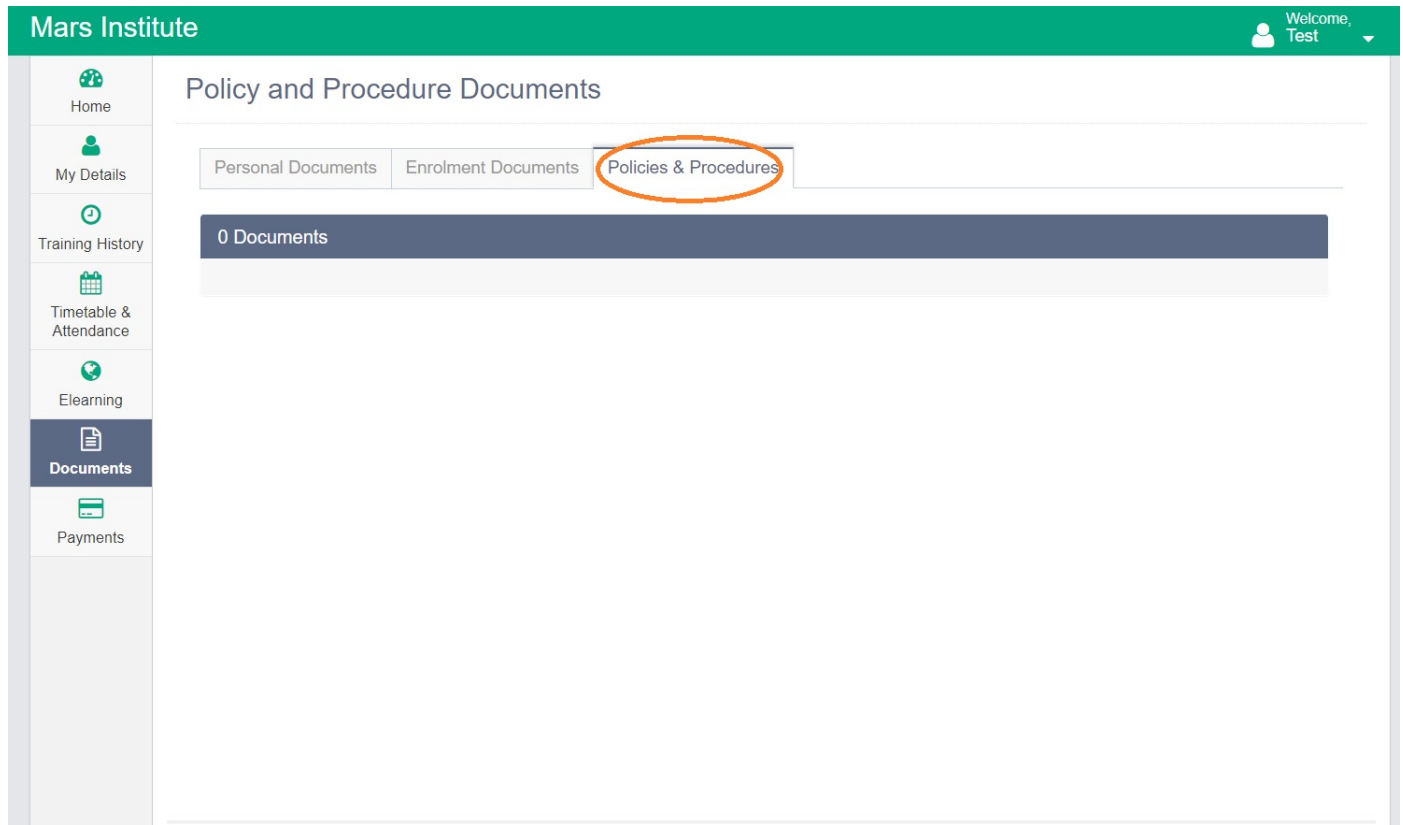
This screenshot is identical to the one above, showing the 'Personal Documents' section of the Mars Institute app. The 'Personal Documents' tab is circled in orange. The interface includes the same header, sidebar, and main content area as the previous screenshot.

Step 7(b): Enrolment Documents



The screenshot shows the Mars Institute app interface. At the top, there is a green header with the Mars Institute logo on the left and a user profile icon with the text "Welcome, Test" on the right. Below the header is a sidebar menu with icons and labels for Home, My Details, Training History, Timetable & Attendance, Elearning, Documents (highlighted in dark blue), and Payments. The main content area is titled "Enrolment Documents" and features a horizontal tab bar with three tabs: "Personal Documents", "Enrolment Documents" (circled in orange), and "Policies And Procedures". Below the tabs, a dark blue bar displays "0 Documents".

Step 7(c): Policy & Procedure Documents



The screenshot shows the Mars Institute app interface. At the top, there is a green header with the Mars Institute logo on the left and a user profile icon with the text "Welcome, Test" on the right. Below the header is a sidebar menu with icons and labels for Home, My Details, Training History, Timetable & Attendance, Elearning, Documents (highlighted in dark blue), and Payments. The main content area is titled "Policy and Procedure Documents" and features a horizontal tab bar with three tabs: "Personal Documents", "Enrolment Documents", and "Policies & Procedures" (circled in orange). Below the tabs, a dark blue bar displays "0 Documents".

Step 8: Training History

Mars Institute
Welcome, Test

- Home
- My Details
- Training History
- Timetable & Attendance
- Elearning
- Documents
- Payments

Training History

Choose a course enrolment

Certificate III in Light Vehicle Mechanical Technology

Mars Institute
Welcome, Test

- Home
- My Details
- Training History
- Timetable & Attendance
- Elearning
- Documents
- Payments

Training History

Choose a course enrolment

Course Enrolment Details

Course	AUR30620 - Certificate III in Light Vehicle Mechanical Technology
Status	Current
Dates	11/09/2023 - 08/09/2024
Coordinator	

Unit Offer Code
Expand All / Collapse All

Follow environmental and sustainability best practice in an automotive workplace

AURAEA002 (11/09/2023 - 8/09/2024) Competency achieved/pass

Communicate effectively in an automotive workplace

AURAF103 (11/09/2023 - 8/09/2024)

Follow safe working practices in an automotive workplace

AURASA102 (11/09/2023 - 8/09/2024)

- Only current course will be available under training history.
- The course progress of the units (competent, not yet competent, withdrawn, not started result, RPL (Recognition of prior learning), CT (Credit Transfer) and continuous enrolment).
- The start date remains as per the time - table and end date of the unit will be the marked date as per the respective trainer.
- Any result discrepancy must be reported to Student Services via email request@mars.edu.au or through filling up the Complaint & Appeal Form
- <https://mars.edu.au/forms-and-policies/make-an-appeal/>
- These results cannot be used for credits or any other purpose. For copy of result student must apply for credentials and request request@mars.edu.au in writing with reason for applying.
- Please check your Learner App regarding your result update using the link;
<https://learner.wisenet.co/MSN/Account/LogOn?ReturnUrl=/MSN>
- If you have any issues regarding operating Learner App or Result, you can use General Enquiry form
<https://mars.edu.au/student-general-enquiry-form>

Step 8: Payments

Mars Institute

Welcome, Test

Student Invoices

Invoices Archived Payments

0 Invoices

Details	Invoice Number	Status	Due Date	Amount Total	Amount Paid	Amount Credited	Amount Due	Invoice
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You can view all details of your invoices under “Payments.”