

Credit Transfer Application

This form is to be used by students wishing to apply for Credit Transfer. Please complete the Credit Transfer Form, attach a copy of a Verified Award or Statement of Attainment and submit the application to the Administrative Staff.

Personal Details

First Name:		Last Name:	
Address:			State:
			Postcode:
Date of Birth:	Gender: (Circle One)		<input type="radio"/> Male <input type="radio"/> Female
Email:		Telephone / Mobile:	

Course:

Course Details

Course Code:	Course Title:
Please list units of competency you are seeking Credit Transfer for:	
Unit Code	Unit Name

Checklist:

Do you have a copy of each unit of competency for which you are applying Credit Transfer?	YES / NO
Have you collected as much evidence as you can to support your application?	YES / NO
Have you completed this Application Form by yourself and in full?	YES / NO

Declaration

I declare that the information contained in this application is a true statement of my education	
Signed:	Date:

OFFICE USE ONLY: Credit Transfer Form

Application Received by:

Date:

Student Name:

Name of Education Provider:

Course Code:

Course Title:

Course Coordinator / Assessor's Outcome:

Credits

Granted

Unit Code

Unit Title

Y

N

Y

N

Y

N

Y

N

Y

N

Y

N

Y

N

Y

N

Y

N

Y

N

- If insufficient space, please attach page.

Course Coordinator / Trainer Comments:

Result of Evaluation

Application Accepted

Application Not Accepted

Application Assessed by:

Position:

Signature:

Date: