



Credit Transfer Application Form

Credit Transfer is an administrative process that validates achieved competency in accredited courses (units, modules or competencies) at other RTOs in Australia by matching Statements of Attainment or Transcripts of Results. When you apply for Credit Transfer you are required to provide original Statements of Attainment and/or Transcripts of Results.

Application instructions and information

- If you require assistance completing this application seek advice from the Training Manager.
- If you require assistance completing the assessment guide, seek advice from Training Manager.
- Submit this form, with required attachments, to the Training Manager.

Please note: International students are required to complete their study within the expected program duration. Please note that if you are granted a block of exemptions this may change your expected program duration. You will be expected to complete in the revised time frame.

First Name

Family Name

Student Number

Mailing Address

Email

Mobile Number

Course Code

Course name in which you are seeking Credit Transfer

Units in which you are seeking recognition

Unit Code	Unit Title

Student Signature _____

Date _____



Outcome of Credit Transfer Application Form

Unit Code	Unit Title	Approval
		YES/NO
		YES/NO
		YES/NO
		YES/NO
		YES/NO
		YES/NO
		YES/NO

Training Manager Signature

Date

Student Signature

Date