Credit Transfer Form

Note: Applicants for Credit Transfer must complete the Credit Transfer / national recognition application form, attach an original (or certified copy) of an Award or Statement of Attainment and submit the application to the office. See Credit Transfer / National Recognition / RPL Policy and Procedure. You need to show an original/ certified copy of your certificates/transcripts to gain a Credit Transfer.

Course: ....

First Name: .... Last Name: ....

Ph (Home): .... Ph (Work): .... Mobile: ……………………………..

Date of Birth: …………………..… Email: …………………….…..……………… Gender: Male [ ] Female [ ]

Please detail the Units you wish to apply for a Credit Transfer (please photocopy this application if you need more space to record units)

Unit Code	Unit Name	RTO No. and Name	Date Achieved	Granted (for office use only)
				✈
				✈
				✈
				✈
				✈
				✈
				✈
				✈
				✈
				✈

Student signatures···Date……………………..

Credit Transfer has been granted on the units as ticked above *(PI record reasons for units un-ticked and communicate to student)*
………
………

Training Manager Signature ....Date……………………..