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 *(Pl record reasons for units un-ticked and communicate to student)*

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

Version	V 3.0	Document Name	Credit Transfer Form
CRICOS Code.	03984H	RTO Name	Stanford Institute of Australia
RTO Code.	45808	Page number	2