Credit Transfer Application

Section 1 – Client Details			
Student Name:		**Student No.:**	
Qualification / Course:			
Assessor Name:		**Date:**	/ /

Section 2 – Application and Declaration

Student:

☐ I wish to apply for credit transfer for the units of competency listed below.

☐ I have attached original copy of certification documentation from another RTO.

☐ I declare that certification documentation supplied is legitimate, true and correct.

☐ I understand that the Assessor will verify my certification documentation for validity.

Student Signature:		**Date:**	/ /

Section 3 – Units Outcome

Unit Code	Unit Name	Assessor Only			
		Evidence supplied	**Evidence Verified**	**Assessment Outcome**	**Assessor Initial**
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Section 4 – Assessor Judgement and Declaration						
☐ I declare that I have verified the certification documentation and the documentation supplied is legitimate, true and correct.						
Assessor Signature:				Date:		/ /

Office Use Only						
SMS Updated :	☐ Yes	☐ No	Date:	/ /	Initial:	
Student file updated :	☐ Yes	☐ No	Date:	/ /	Initial:	

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