

Credit transfer application

Qualification Code and Name:	Course Code:
-------------------------------------	---------------------

Definition

Credit transfer – the means for a student to gain credit for a unit of competency based on completed components of another qualification or other formal training.

Personal Details

First Name:	Surname:	
Address:		
Suburb:	State:	Postcode:
Telephone:	Email:	

Evidence required

Students must provide

- certified copies of Certificates or Statements of Attainment or originals must be sighted and a copy retained by Adept Training.
- ID documents – certified birth certificate, passport or driver's licence or originals must be sighted and a copy retained by Adept Training.

Evidence Provided

Certified copy of statement of attainment or certificate <input type="checkbox"/>	Date of application:
---	----------------------

Declaration

I have submitted the necessary official original/certified documentary evidence in support of my claim. I acknowledge that submitted documents will not be returned to me.

I authorise Adept Training to obtain verification of any statements or documents included as part of this application and to reproduce any attachments provided with this form for administrative purposes only.

I have read and understood the information in this form.

Signature:	Date:
-------------------	--------------

Qualification Code:		Qualification Name:		Course Code:		
Unit Code	Unit Name	Granted	Denied	More Evidence Required		

Office Use Only			
Granted <input type="checkbox"/>	Denied <input type="checkbox"/>	More Evidence Required <input type="checkbox"/>	Date:
Assessor Name:		Assessor Signature:	