

# Credit Transfer Application

A Credit Transfer is the **SAME** or **EQUIVALENT** (as stated in Curriculum or Training Package documentation) module/competency which has been successfully completed at another Registered Training Organisation.

## Instructions to Applicant

1. Complete this form and forward to the Admin Compliance Manager
2. Attach all supporting documentary evidence of units of competencies passed
3. Evidence of qualifications ie Certified copy of certificate, USI Transcript
4. You will be notified of the outcome of your application

Last Name				Given Names			
Address				Suburb			State and Postcode
Course Enrolled in	Code			Course Name			
Evidence Supplied	<input type="checkbox"/> Certified copy of Certificate <input type="checkbox"/> USI Transcript			Applicant Signature			Date

<b>Office Use Only</b>							
<b>List unit/s details of competencies already gained</b>				<b>List unit/s CT is being sought</b>			
Unit Code	Unit Name	Institution	Year	Unit Code	Unit Title	Yes/No	Date
<b>Office Use Only</b>				<b>VETtrak Completion</b>		<b>Note</b> funding may be affected. Student fee will need to be revised and sent to student/employer	
Approved by	Name	Signature	Date	Evidence Supplied	Date Entry Completed		