

National Recognition or Credit Transfer Application

This applies to students seeking credit for units of competency and/or modules (unless licensing or regulatory requirements prevent this) where these are evidenced by:

- a) AQF certification documentation issued by any other RTO or AQF authorised issuing organisation, or
- b) authenticated VET transcripts issued by the Registrar

National Recognition or Credit Transfer can only be issued to enrolled students. There is no fee for National Recognition or Credit Transfer.

| | |
|---------------------|--|
| Student Name | |
| USI Number | |

Verifying your Information.

Option 1: RTOs can directly view a USI transcript online via the USI transcript Service (www.usi.gov.au) for any student who has activated permission for them to do so in the USI Registry System. Students are able to activate this permission online at any time using a smartphone or any internet connected device.

Option 2: Provide a copy of your record of results or statement of attainment for us to call and verify with the issuing organisation.

| Unit of Competency (Code and Name) | Evidence submitted (Document name) <small>Please indicate if the RTO can access your USI statements</small> | Office Use: Approval? | |
|------------------------------------|--|-----------------------|----|
| | | Yes | No |
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Incomplete applications will not be considered. Please ensure your supported documents are attached to your application

Declaration

- I declare the information contained in this form and the attached evidence are true and correct.
- I understand that if I do not agree with the outcome of this application, I can submit an appeal via the complaints and appeals process.

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|--------------------------|--|-------------|--|
| Student Name | | Date | |
| Student Signature | | | |