

CREDIT TRANSFER APPLICATION

Credit Transfer

If you have any prior Nationally Recognised Certificates or Statements of Attainment completed within Australia, they may be eligible for Credit Transfer. You must be able to present an original certificate with competencies containing nationally recognised titles and codes. If any of these unit title and codes identically matches the units that you are enrolled, you will be granted a Credit Transfer for that particular unit.

Student Name: _____

Student Number: _____

Course Enrolled: _____

Date of application: _____

Certified copy of the statement of attainment attached

In the table below, list the units that you have completed and the matching units that you wish to apply for a Credit Transfer.

List the unit of competency that you have completed from the statement of attainment submitted with your application form	List the matching unit in the GBCA's course that you wish to apply Credit Transfer.	CT Granted (RTO to complete)
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
Total number of weeks to be deducted from the course duration: _____ week/s		
(RTO to complete)		

Student Declaration

Original copies of all Certificates / Statements of Attainment have been provided to GBCA to copy for the purposes of this Credit Transfer application and are original documents obtained through *accredited training* pathways.

Student name: _____

Signature: _____ Date: _____

RTO Training Manager to complete:

- Original Certificates / Statements of Attainment(s) have been sighted?
Yes No
- Copies of all Certificates / Statements of Attainment(s) are attached to this application?
Yes No
- 'CT Granted' column above is completed?
Yes No
- Where CT is not granted a written explanation has been provided.
Yes No N/A

The above application has been reviewed and outcomes indicated. All original Certificates/ Statements of Attainments have been sighted and are attached to this application.

Training Manager name: _____

Signature: _____

Date : _____