

# CREDIT TRANSFER APPLICATION FORM

- Please fill it in using CAPITAL/BLOCK LETTERS and complete all sections.
- Please ensure that certified supporting documents are attached with this application.

1.Student Details	
Date (DD/MM/YYYY):	Email Address
Student No (if any)	Mobile Phone No
Given Name	Family Name
Address	Suburb
Date of Birth	USI No.
The course you apply in AA Academy- Code & Name	

2. Previous Course Details	
Name of RTO/Provider	
Course Name and Code	
Course Commencement Date	
Course Completion (if completed)	

[illegible]

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## STUDENT DECLARATION

I declare that the information and documentation I have provided to the College is true and correct. I understand that the submission of this form has no bearing on my financial relationship with AA Academy Course or modify any fees owing.

I understand that if there are any changes to the information provided by me in this application form, I will notify the College immediately and in the event that I fail to do so, I may be liable for any additional costs incurred.

I have read and understood the College's Credit Transfer Policy and Procedure available on the website <http://www.aacademy.edu.au>

**Student Signature:** \_\_\_\_\_

## Information about Credit Transfer

**Credit Transfer as per the Outcome Standards** – “Credit transfer means the process of recognising and awarding credit for prior successful completion of an equivalent unit of competency or module.”

Decisions relating to credit transfer are based on evidence of prior completion of an equivalent training product demonstrated by AQF certification documentation or an authenticated VET transcript (unless prevented by licensing or regulatory requirements of the training product).

**Credit Transfer as per the Australian Qualifications Framework** - Credit transfer is a process that provides students with agreed and consistent credit outcomes for components of a qualification based on identified equivalence in content and learning outcomes between matched qualifications. This is under pinned by the AQF definition of credit as follows: Credit is the value assigned for the recognition of equivalence in content and learning outcomes between different types of learning and/or qualifications. Credit reduces the amount of learning required to achieve a qualification and may be through credit transfer, articulation, recognition of prior learning or advanced standing.

### Note:

The College may decide to reject an application from a student on the following grounds:

- If the VET transcripts issued by the Registrar cannot be authenticated

## FOR OFFICE USE ONLY

Application Approved	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date: / /	
Approved By	Name	CoE changes	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	Signature	Notification to student attached	
		Wisenet Updated	
	Position	Documents/Transcripts verified	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending
Comments and Units Granted for Credit Transfer:			