

## **CREDIT TRANSFER FORM**

Complete this form if you are applying for a Credit Transfer for the units you have previously completed. If you have any prior Nationally Recognized Training Qualifications or Statements of Attainment for the units completed within Australia, you may be eligible for Credit Transfer. Credit will be granted in accordance with the CAC Credit Transfer Policy and Procedure. You MUST be able to present an original certificate with competencies containing nationally recognised titles and codes.

	g nationally recognised titles and code	1	certificate with	
A. STUDENT CO	DURSE DETAILS			
Student Number:				
Student Name:				
Enrolled Courses:				
Phone/ Mobile:				
Email:				
B STUDENT CO	OURSE DETAILS			
List the units that you	wish to apply for a Credit Transfer on such as Statement of Attainmen			
			CAC to Complete	
Unit Code	Unit Name	Hours	CT Granted	
			(Y/N)	
	1	<u>l</u>	1	
C. STUDENT DI	ECLARATION			
I declare that I have so Academic records with	ubmitted the original or certified coping this application to Central Australia defined these are original documents obtain	an College for the purposes	of this Credit	
Signature of Student:		Date Submitte	ed	



## D. ASSESSORS DECLARATION

The above application has been reviewed and outcomes indicated. All original or credited copies of the certificates/statements of attainments have been sighted and are attached to this application.				
Assessor's Name:	_ Signature <u>:</u>	Date		
E. TRAINING MANAGERS DECLAR	ATION			
The above application has been verified. All of attainments have been sighted.		ted copies of the certification	ificates/statements	
☐ There is no reduction in duration of the course.				
☐ There is reduction in the duration of the course b	yhı	·S.		
Assessor's Name:	_Signature	Date		
F. ACCOUNT DETAILS				
Total hours for course				
Total hours approved for Credit Transfer	Applicable	total tuition fee		
Reduction in tuition fee				
Accounts Officer Name:	Signature	Date		
G. FOR ADMIN USE ONLY				
or remaining out on Er		Tick as appropriate Date & initial your name	me.	
Original or certified Certificates/Statements of at are attached, sighted and copies retained in the stu	( )	□ Yes □ No □ NA		
'CT Granted' column above is completed?		□ Yes □ No □ NA		
Where CT is not granted a written explanation haprovided.	as been	□ Yes □ No □ NA		
Has student been notified of the outcome?		□ Yes □ No □ NA		
Has student accepted the agreed outcome?		□ Yes □ No □ NA		
Student Enrolment records have been updated in Management System	the Student	□ Yes □ No □ NA		
PRISMS updated to notify the change in course duration		□ Yes □ No □ NA		
Credit Transfer information updated in the Result Summary Sheet		□ Yes □ No		